



CHEPSTOW TOWN COUNCIL

Minutes of the ordinary meeting of **Environment and Amenities Committee** of Chepstow Town Council held in the Council Chamber and via Zoom on Wednesday, 13th September 2023 at 7pm

Present:

Chair: Cllr T Griffiths

Councillors: M Griffiths, M Le Peltier, J MacTaggart, N Meyrick, D Rooke, M Perkins, J Rosser, (remote), G Rosser (remote), S Tulley-Cade

In Attendance: Mrs L Allen (Town Clerk)
Miss C Baker (Community Projects Officer)
Member of Public: 1

17. Declarations of Interest in Items on the Agenda.

None.

18. To Suspend Standing Orders

18.1 a) Public Open Forum (15 minutes at the discretion of the Chair)

A member of public raised queries on item 25. Public Toilets – closing times, and item 26. Visiting Chepstow – barrier installed to stop daytime traffic, not in operation.

18.2 Members received a presentation from Chepstow Fairtrade who outlined their work in the town.

19. Minutes

The Minutes of Environment and Amenities Committee meeting held on Wednesday, 14th June 2023 were approved as a true record and signed by the Chair.

20. Matters Arising

Members received the report on matters arising from the minutes, for information only.

21. Projects Report

Members received the update report on Environment & Amenities projects and noted the following:

1. Place Plan and Transforming Towns

- a. Place Plan – meeting held on 13th September 2023.
- b. Transforming Towns – next meeting 19th September 2023.

2. Beehives

- a. A colony of bees has been in place on the roof of the Gatehouse since early summer and have settled in well.

3. Water refill stations

- a. The Dell – phase 1 complete (base restored and re-orientated ready for disabled access; fountain stonework restored). There have been some issues with the standard of work by Monmouthshire County Council (MCC) which are in the process of being rectified. Next steps: connection to mains and final works by the restoration company.

4. Wales Coastal Path / Seating
 - a. Seating – “street furniture licence” completed awaiting outcome of a site visit by MCC.
 - b. Boundary fencing – this has been fitted in July 2023.
 - c. Overgrowth – has been cut back and path scraped clear in August 2023.
5. Community Growing Space
 - a. Welsh Street raised bed – 1st Chepstow Rainbows continue to maintain.
 - b. Community Orchards – summer pruning training took place on 13th August, CTC Projects Officer, MCC officer and eight others took part.
 - c. Town Centre Planters – 5th Chepstow Guides planted up the planters in Beaufort Square and are happy to discuss and plan ongoing maintenance. 1st Bulwark Beavers planted the planters in Boatman Square.
6. Repair Café
No update but will re-advertise asking for volunteers to repair, in the hope that a co-ordinator will follow.
7. Signposting
See Min 21.4 below
8. E-bikes and transport
 - a. Transition Chepstow – noted that the e-bike is being used regularly by different people following advertising on social media where there was a large volume of responses and there are now over 30 people on the waiting list. Members requested that the group continue to widely promote the e-bike for use and noted that there is only one person managing the project and that it needs to be supported by other Transition Chepstow members.

Local resident doing an MSc on an e-bike scheme in Chepstow – invite to a future meeting.
 - b. MCC e-bikes – there are some held by MCC which are not in use at the moment and the Projects Officer will be meeting officers to discuss if they would be suitable for use in Chepstow.

Survey of staff to be carried out to see if it would be useful to have a Town Council owned e-bike for moving around town on work matters.

Members were advised that a meeting has been arranged with Como UK (national charity for shared transport).
9. Waste & Recycling
 - a. MCC has been successful in obtaining some funding from the Shared Prosperity Fund for litter and environmental quality related projects and the Projects Officer is meeting with officers to discuss.
 - b. There are also some surplus bins in good condition available from MCC which are going to be redeployed to Chepstow for the High Street / Bank Square area.

21.1 Beehives

- 21.1.1** Councillors considered setting up a bee walk in their ward with the aim of encouraging other members of the community to do the same in different areas of Chepstow.

Resolved:

Cllrs Le Peltier, MacTaggart, Meyrick, Perkins, Rooke and J Rosser to set up a bee walk in their wards and furthermore, to refer the matter to Full Council for all members to consider.

21.1.2 Members considered the purchase of natural beehives, similar to a bird box, to provide additional homes to the bees in the community.

Resolved:

To purchase 7 natural beehives at a cost of £100 per unit; one to be installed in each ward.
Funding available under the “Climate Change” Earmarked Reserve of £54,402 (*LGA 1972 2000, s2*).

21.2 Community Growing Spaces

21.2.1 Members considered approaching the Methodist Church regarding the children who maintain the flower beds asking if they would like any support and, in addition, offering Town Council Community Growing Spaces badges.

Resolved:

To approach the Methodist Church regarding the children who maintain the flower beds asking if they would like any support and, in addition, offering Town Council Community Growing Spaces badges.

21.3 Riverbank Fountain

21.3.1 Members considered the quotation from MCC to have an approved contractor carry out the work to provide an additional spur and tap (with lock box) to the adjacent wall.

Resolved:

To approve the quotation from MCC for the work to provide an additional spur and tap (with lock box) to the adjacent wall. Total cost of the work is £3,624 + VAT using funding available under the “Climate Change” Earmarked Reserve of £54,402 (*LGA 1972 2000, s2*).

21.4 Signposting

21.4.1 Members received and considered the report which details the locations of the finger post signs across Chepstow.

Resolved:

To discuss the issue through the MCC Transforming Towns delivery group and to set up a working party to investigate alternatives, costs, funding opportunities etc.

22. Christmas Lighting 2023

Members noted the discussions which had taken place in regard to the refurbishment of a number of lamp columns in the town to support the Christmas Lighting displays. In addition, Members were advised that unfortunately there has been an increase in costs and due to this and the need to purchase additional LED lighting, there is no available funding for the “selfie moment” this year.

A member reported a social media conversation regarding a switch on event in Bulwark and Cllrs T Griffiths and Rooke agreed to contact the resident and St Christopher’s Church to discuss further.

23. Budget requirements 2023/24

23.1 Members considered the Environment and Amenities Committee Budget requirements for 2024/2025.

Resolved:

To request that the Finance, Policy and Audit Committee consider adding an additional line in the Amenities Committee budget for Town Fingerpost Signage with an amount of £30,000.

23.2 Members noted the Earmarked Reserve balance of £54,402 under the budget headed “Climate Change”.

24. Accessibility at the Bus Station

Members considered asking MCC if a bay can be marked up for tour operators to use at the Bus Station, in addition if tour operators could be informed that there is a bus station at the top of town where there is a public toilet as well as a supermarket for rest break/food/drink.

Resolved:

To ask MCC if a bay can be marked up for tour operators to use at the Bus Station. In addition to inform tour operators that that there is a bus station at the top of town where there is a public toilet as well as a supermarket for rest break/food/drink.

25. Public Toilets

Members considered ways to better publicise the presence, location and opening hours of all public toilets in Chepstow and if tour operators can give information to passengers on WC locations across town.

Resolved:

To investigate if there is appropriate literature that can be used to inform tour operators either by way of a town map, signposting to the website and mobile phone apps.

26. Visiting Chepstow

Members considered asking MCC whether it would consider installing a metal archway or similar at the bottom of St Mary Street to provide a definitive start/welcome to the town centre.

Resolved:

To add this to the Signpost working party when established.

27. Monmouthshire Local Nature Partnership

Members considered nomination of a Councillor to the newly formed Monmouthshire Local Nature Partnership.

Resolved:

To refer this to Full Council for consideration.

28. Items for Next Meeting

29. Date of Next Meeting

Confirmed that the next meeting of the Environment and Amenities Committee will be held at 7pm on Wednesday, 13th December 2023 in the Council Chamber and via Zoom.

CLOSE: This completed the business of the meeting at 8.45pm

Signed:

Date.....

CHAIR