



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, 5th June 2024 at 7pm

Present:

Chair: Cllr M Griffiths

Councillors: V Badderley-Potter, T Griffiths, J MacTaggart, D Rooke, M Perkins, A Thompson-Lancaster

Apologies: Cllr M Le Peltier,

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

1. Election of Chair and Vice Chair

Nominations for Chair and Vice Chair were sought.

Resolved:

To elect Cllr M Griffiths as Chair and Cllr A Thompson-Lancaster as Vice Chair of the Environment and Amenities Committee.

2. Apologies

See above.

3. Declarations of Interest in Items on the Agenda.

None.

4. To Suspend Standing Orders

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

None present.

b) Monmouthshire County Council (MCC)

Mark Clever, Green Infrastructure Strategy and Project Officer (Grounds and Cleansing), was in attendance and outlined the progress on the following projects:

- i. new public recycling and litter bins: pilot project in response to long term discussions and aspirations around public litter segregation extending the existing recycling at the Riverbank and the dual chamber litter bin outside of the Council offices. Ten new bins will either replace or be in addition to the existing provision in the High Street and will be high profile with a fun linked message to waste in rivers. No installation date is known and the project does not extend as far as Bulwark.
- ii. working with businesses and residents to understand the waste issues to see if improvements/reductions in waste can be made: MCC is aware of issues in the town with waste being put out on wrong days, inadequate storage for waste and the constraints of being an historic town. Project is to try and have a detailed conversation with business and residents to see what changes MCC needs to make. It would be beneficial to include Town Councillors who understand the area in discussions.

c) Sustain Wales

Members received a presentation from Sustain Wales on the benefits of membership including free sustainability assessments, action-based training, a network of like-minded people and up to 2 hours of free specialist support, sustainability health check and environmental policy review.

5. Minutes

The Minutes of Environment and Amenities Committee meeting held on Wednesday, 13th March 2024 were approved as a true record and signed by the Chair.

6. Matters Arising

Members received the report on matters arising from the minutes, for information only and noted the following:

49.2/2b. Bee Walks – for the Community Projects Officer to provide options for high-vis vests to Members of the Committee and the wider Councillors for decision, prior to ordering.

49.4/4b. Orchards – for Woolpitch Wood to be added to the community orchards map.

51. Christmas Switch on 2024– to write to the business owner who enquired about providing additional lights in Bulwark, requesting a meeting to discuss how to move forward in terms of ownership, health and safety etc.

7. Vision Document

Members discussed reviewing the aims and priorities in the Vision Document.

Resolved:

For Cllrs M Griffiths and A Thompson-Lancaster to review the Vision Document with the Community Projects Officer and report back to the next meeting.

8. Projects Report

Members received the update report on Environment & Amenities Projects and considered the following:

4c. Town Centre Planting / Green Spaces Management Strategy (GSMS): noted the invitation from local residents to discuss development of a strategy.

Resolved:

For members to consider how / what they would like to see in Chepstow throughout the year and to bring photos and ideas to the next meeting for consideration.

5. Signposting: replacement of fingerposts in Chepstow, noting the broken post at the Tourist Information Centre. It was noted that some areas of signposting are poor, for example: St Mary's Street shopping area, Rifleman's Way, public toilets and the Wye Valley walks.

Resolved:

To further consider in depth-which areas of the town require signposting to and whether to ask the Town Council to budget or set aside funds for a fingerpost project (£20-£30k). In addition, Members agreed not to replace the damaged finger-pointing towards the Tourist Information Centre from the Castle Car Park.

6a, b, c E-bikes: Sustran's E-move Wales project is in its 3rd year and is launching in Abergavenny in partnership with MCC; similar to the Transition Chepstow project, whereby people are able to trial an electric bike. Following hire for a minimum of 4 weeks and the user is interviewed and a questionnaire is completed to gather data to ascertain if there is a project to build upon. Members were updated on the Transition Chepstow project and considered that although the e-

bike is being loaned out the project required improved promotion. There is a suggestion that Monmouthshire Upcycle are interested in working with the Town Council on e-bikes.

Resolved:

For the Community Projects Officer to meet with Monmouthshire Upcycle regarding partnership working on an e-bike project

8. Electric Bus: noted an electric bus in Sedbury similar to MCC's Grass Routes scheme and that many of the buses around Chepstow are electric. Transforming Chepstow had discussed the issue of re-routing buses however, as the routes would need to be like for like the routes would remain unchanged.

Resolved:

For the Community Projects Officer to further investigate the Sedbury project and in addition discuss with MCC-its electric buses.

9. Trail App: interesting presentation however need to consider if the Town Council wants to do a trail app for Chepstow.

Resolved:

To hold this project in abeyance.

10. Thornwell School Gardens: Members noted the difficulty in finding a suitable contractor to undertake a feasibility study and that 2 people had declined to quote for the work. Members were advised that the most suitable time for the consultation would be in September once the school has returned after the Summer holidays. However,-this is unlikely to be a priority project for the school due to the pressures in terms of its staffing and funding cuts.

Resolved:

To continue with finding a suitable contractor to undertake the feasibility study as a priority piece of work.

9. Public Toilets

Members considered the report detailing public toilet provision including "quick wins" for immediate improvements. Members noted that it would be easier for the toilets to be modernised if they were owned by the Town Council as immediate improvements could be made. Members also discussed the public toilets in Welsh Street, owned by Monmouthshire County Council, who has asked if the Town Council would be interested in a transfer of ownership.

Resolved:

- i. To proceed with carrying out a feasibility study for a public toilet in Bulwark.
- ii. To proceed with drawing up a specification of works for refurbishment of Welsh Street Car Park toilets, subject to potential funding from the Transforming Towns project; and request that this is added to the Transforming Towns agenda.
- iii. To proceed with better public toilets signage, including opening and closing details, at each of the toilets.
- iv. For the Community Projects Officer to review each of the toilets against the "quick win" improvements and report back to the next meeting.

10. Shopping Voucher Scheme

Members considered the report on a shopping voucher scheme in Chepstow similar to the existing trial in Monmouth.

Resolved:

Not to proceed with the project at this time but to request feedback from Monmouth Chamber of Commerce following the trial in Monmouth to ascertain how successful it was. In addition, to request if Chepstow Chamber of Commerce would be interested in organising a similar scheme to bring people into the Town, thus funded from its members and not the public purse.

11. Sustain Wales

a) Members received the Member Update.

b) Members considered ways in which to utilise the membership of Sustain Wales.

Resolved:

For members to consider how it would like to utilise the membership of Sustain Wales, including the free sessions and bring any suggestions, including how to make the community greener, to the next meeting for consideration.

12. Green Top Markets

a) Members reviewed the terms of agreement for Green Top Markets.

Resolved:

To re-adopt the terms of the agreement for Green Top Markets with no amendments.

b) Members received an email from a concerned business owner and noted the response from the Town Clerk.

13. Flea Market

Members received an update from Cllr M Perkins on the Flea Market being held at the Drill Hall on 7th July 2024 and noted that emails had been sent to all community groups, charities and organisations inviting them to have a stall.

Resolved:

To review the number of bookings week commencing 17th June 2024 and if insufficient tables have been booked then the event be postponed until early September. Furthermore, it was agreed to retitle the market as Chepstow's Green Flea Market.

14. Events *b/f Full Council 27.3.24 minutes 202.3*

a) Members considered the response from Caldicot Town Council noting that it does not have a formal relationship with Caldicot Town Team.

Resolved:

To contact Caldicot Town Team asking how they are funded.

b) Members considered the number of events that Council itself can commit to and further options for working with others within the town going forward (noting VE/VJ celebrations in 2025).

Resolved:

To defer this item to the next meeting of the Environment and Amenities Committee.

15. Christmas Lighting 2024

a) Members considered the date and arrangements for the annual Christmas Light Switch on event.

Resolved:

That the Christmas Light Switch On event be held on Friday, 29th November 2024 and the arrangements to be similar to those of 2024.

b) Members considered a request from Green Top Markets to hold a Twilight Market on the same evening in the High Street.

Resolved:

That Green Top Markets hold a Twilight Market on the evening of 29th November 2024 in the High Street.

16. Consultation(s)

Members considered a response to the Wye Valley National Landscape Partnership: Draft Position Statements, closing date 14.7.24.

Resolved:

Not to respond to the Wye Valley National Landscape Partnership: Draft Position Statements.

17. Correspondence

Members received and noted correspondence listed below:

- a) Email raising various points/issues about Chepstow High Street.
- b) Friends of the River Wye Newsletter
- c) Hedgehogs R Us Highway Project

18. Summer Floral displays watering

No quotation received.

19. Items for Next Meeting

- Boverton Nurseries – to discuss planting for 2025
- Land at Bulwark Shops
- Play provision – update

20. Date of Next Meeting

That the next meeting of the Environment and Amenities Committee will be held at 7pm on Wednesday, 10th July 2024 in the Council Chamber and via Zoom online meetings.

CLOSE: This completed the business of the meeting at 9.30pm

Signed:

CHAIR

Date.....