

# Monmouth Town Council

Shire Hall  
Agincourt Square  
Monmouth  
NP25 3DY



Tel: 01600 715662

Email: [townclerk@monmouth.gov.uk](mailto:townclerk@monmouth.gov.uk)

[www.monmouth.gov.uk](http://www.monmouth.gov.uk)

## Minutes of the Remote Environmental Affairs Committee Meeting held on 1<sup>st</sup> March 2021 via BT Telephone Conferencing at 7:00pm

### In attendance:

**Present: Chair:** Cllr Christopher

Cllr Roden                      Cllr Gunter  
Cllr Bryn                        Cllr Dewhurst  
Cllr Feakins                  Cllr Treharne  
Cllr White                      Cllr Blair  
Cllr Jupp                        Cllr Lucas  
Cllr Jackson-Graham

**C. Williams (Officer)**

8 members of press and public

Agenda Item No.	Details	Action
55	<b>Attendance and apologies for absence</b> No apologies were recorded. No apologies were received from Cllr Breeze or Cllr Legg.	
56	<b>Declarations of Members interest and dispensations</b> To receive declarations of interest in items on the agenda in accordance with Part 111 of the Local Government Act 2000, which established the Local Government Code of Conduct for Members.  No declarations of interest were recorded.	
57	<b>Minutes</b> To confirm and sign the minutes of the meeting held on Monday 18 <sup>th</sup> January 2021.  It was <b>resolved</b> to approve the minutes as a true record  It was <b>resolved</b> to bring forward agenda item 8(i)(l)	

<p><b>58</b></p>	<p><b>Working Groups</b></p> <p>(i) To review the Working Groups for the committee and to consider whether they are still necessary and on what basis they should continue if deemed necessary (working group or task and finish group?) and report back to the committee review task and finish group.</p> <p><b>(I) War Memorial Garden (AD (Lead), RR, MF, SW, TJC, CB, EB, Ms R Morgan, Mrs M Boase, Mrs V Mitchell)</b></p> <p>Cllr Dewhurst told the committee that at the last meeting it was decided that a wider range of opinion should be sought and a map was sent to all those interested. The Officer told the committee that many responses were received from the community and interested parties and that these responses were collated and sent to the relevant Monmouthshire County Council Officers. The Officer reminded Members that the Town Council has no jurisdiction over the garden and therefore, it is necessary to wait for a response from MCC as to how matters will progress. It was agreed that the Officer would circulate any substantial response received from MCC and a working group meeting would then be arranged.</p> <p>It was <b>resolved</b> to bring forward agenda item 8(i)(a)</p>	<p>CW</p>
<p><b>59</b></p>	<p><b>Working Groups</b></p> <p>(i) To review the Working Groups for the committee and to consider whether they are still necessary and on what basis they should continue if deemed necessary (working group or task and finish group?) and report back to the committee review task and finish group.</p> <p><b>(a) ACE Monmouth, (CB, (Lead), MF, AD, EB, KJG, Mr Cullen-Jones and Mrs McCartney)</b></p> <p>Cllr Blair reported that the ACE working groups were keen to remain under the umbrella of Monmouth Town Council and that there is a lot of goodwill in a very active group working on behalf of the Council. A majority of councillors supported this view but it was noted that the issue of autonomy created by group's constituting themselves still needed to be resolved and that ways to improve communication between the working groups and the Town Council needed to be discussed. It was noted that the Locum Clerk and the Mayor were both willing to meet with the groups to discuss and agree a way forward.</p> <p>It was <b>resolved</b> to meet with ACE group leaders and agree a way of working together and for the working group to remain a part of MTC.</p> <p>It was agreed that Cllr Feakins would organise a meeting with the Locum Clerk and ACE Monmouth.</p>	<p>MF</p>
<p><b>60</b></p>	<p><b>Public Participation</b></p> <p>To hear comments from members of the public on items to be discussed on the agenda.</p>	

	No requests were made by members of the public to speak.	
<b>61</b>	<p><b>Payments and Budgets</b></p> <p>To approve any payments/late payments and to note budget details <i>(Please note any unused budget will not be automatically carried forward to 21/22 budget, but may be vired back to General Reserves or Ear Marked Reserves)</i></p> <p>It was <b>resolved</b> to approve the payments and late payments and to note the budget details.</p>	
<b>62</b>	<p><b>History Banners</b></p> <p>To discuss the recommendation from Town Amenities Working Group regarding the History Banners in Monmouth and to agree any action arising from the same.</p> <p>Cllr Christopher reported to the committee that the working group would like to recommend that the committee approach Platform One with the request to make the history banners wider with a new colour scheme and to include a border. The Officer confirmed that Platform One had been approached and that they have suggested preparing 2 designs to allow the committee to consider the cost implications of both.</p> <p>It was <b>resolved</b> to defer this item until further information regarding costs of redesigning the banners is received from Platform One.</p>	CW
<b>63</b>	<p><b>Tree Management</b></p> <p>(i) To consider and agree whether Monmouth Town Council should request that Monmouthshire County Council put in place a tree management plan for urban trees in Monmouth (EB)</p> <p>Concern was expressed that maintenance of trees by Monmouthshire County Council (MCC) in Monmouth appears to be reactionary rather than planned and that a defined tree management plan would encourage more biodiversity.</p> <p>It was <b>resolved</b> to work in collaboration with MCC to open a dialogue with MCC to develop a 3 year management plan for the urban trees.</p> <p>(ii) To agree the instruction of Monmouthshire County Council to carry out a Quantified Tree Risk Assessment (QTRA) for the trees on the Town Field.</p> <p>It was <b>resolved</b> to instruct MCC to carry out a QTRA on the trees in the town field with the budget of up to £195 to be taken from the Town Centre Enhancements budget.</p>	EB  CW

64

**Working Groups**

(ii) To review the Working Groups for the committee and to consider whether they are still necessary and on what basis they should continue if deemed necessary (working group or task and finish group?) and report back to the committee review task and finish group.

**b) Town Amenities, (TJC (Lead), AL, AD, JT, CB, SW, JL, Mrs Hargaden and Mr Munslow)**

It was **resolved** to keep Town Amenities as a working group

**c) Litter, (AD, (Lead), TJC, CB and EB)**

It was **resolved** to keep Litter as a working group

**d) Active Travel - Pedestrians & Cyclists, (Including Town 20mph Zone), (EB, (Lead), AD, KJG, RJ, Mr Munslow, Mrs Hargaden, Mr Hoyle, Mr Cullen-Jones, Mrs Mitchell, Mrs Jones, Mr Walton and Mr Wright)**

It was **resolved** to keep Active Travel as a working group

**e) Cemetery, (TJC, (Lead), AD, AL, RR, SW and Mr Munslow.)**

It was **resolved** to make Cemetery a task and finish group.

**f) Welsh Assembly Government Funding - Coach Parking, (RR, (Lead), KJG and JL)**

It was **resolved** to make Coach Parking a task and finish group

**g) Hereford Road Parking, (JL, (Lead), RR, AD and CB)**

It was **resolved** to make Hereford Road Parking a task and finish group

**h) Wye Bridge Pedestrian Footbridge, (JL, (Lead), AD, KJG and RJ)**

It was **resolved** to make Wye Bridge Pedestrian Bridge a task and finish group

**i) Plastic Free Monmouth, (EB, (Lead), AD and CB)**

It was **resolved** to make Plastic Free Monmouth a task and finish group

**j) Agincourt St Toilets, (RR, (Lead), SW and AD)**

It was **resolved** to keep Agincourt St Toilets as a working group

**k) Bee Friendly, (Caru Gwenyn), (AD, (Lead), TJC and SW)**

	<p>It was <b>resolved</b> to keep Bee Friendly as a working group</p> <p>(iii) To receive an update from the Working Groups and to agree any action arising from the same.</p> <p>a) Cllr Blair advised that the ACE Monmouth Working Group is preparing for the Future Festival and green spaces have obtained some bird boxes with cameras in. It was noted that the date for the Future Festival has been moved to September owing to the ongoing Covid 19 restrictions.</p> <p>b) Cllr Christopher advised that the Town Amenities Working Group would like to recommend that the Christmas lights contract would be put out for tender in June 2021 as this is a more appropriate time taking into consideration current staff workload. He advised that the working group had a presentation from A Jones regarding the purchase of a presentation board to go behind the Sustrans sculpture who noted that so far only 1 quote has been received for the works and they are also in discussion with R Hoggins of MCC regarding funding. It was noted that the boards will reflect what is already on the benches and there would be at least 2 photographs or illustrations included on the board.</p> <p>It was <b>resolved</b> to allocate up to £500 from the Town Centre Enhancements budget to fund the purchase of an interpretation board for the Sustrans sculpture near the Monnow Bridge.</p> <p>No other groups had anything to report.</p>	CW/ PH
65	<p><b>Update on Action Summary</b> To update the Action Summary</p> <p>It was noted that two new actions had been added to the summary.</p> <p><i>Cllr Lucas left the meeting</i></p>	
66	<p><b>Items for Discussion at Next Meeting</b> To agree any future items for discussion</p> <p>Cllr Treharne hopes to provide the committee with an update regarding the safety measures on Elstob Way at the next meeting.</p>	JT
67	<p><b>Press Release</b> To agree a Press Release</p> <p>It was agreed to delegate this to the Chair and Officer. It was suggested that dependent on the outcome of the meeting between Cllr Feakins and ACE Monmouth, this could be included in the press release.</p>	TJC/ CW

<b>68</b>	<b>Date of Next Meeting</b> To agree a date for the next meeting  The date of the next meeting is to be determined.	
-----------	--	--

**Meeting Closed: 20:10**