

# MONMOUTH TOWN COUNCIL

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**DRAFT Minutes of the**  
**COMMUNITY AFFAIRS COMMITTEE**  
**Held on Monday 15<sup>th</sup> February 2021 via BT Telephone Conference**

In attendance: Chair: Cllr C Blair  
Cllr A Dewhurst  
Cllr E Bryn  
Cllr K Jackson-Graham

C. Williams (Officer)

1 member of press

## **28 . Attendance and apologies for absence.**

To confirm attendance and receive apologies for absence.

Apologies were received and accepted from Cllr Jupp. Apologies were received from Cllr Breeze and Cllr Gunter. No apologies were received from Cllr Feakins, Cllr Legg, Cllr Lucas, Cllr Roden or Cllr White.

## **29. Declarations of Members Interests and Dispensations.**

To receive declarations of interest in items on the agenda.

No declarations of interest were recorded

## **30. Minutes**

To confirm and sign the minutes of the meeting held on Monday 9<sup>th</sup> November 2020.

It was **resolved** to approve the minutes as a true record

## **31. Public Participation**

To hear comments from members of the public on items to be discussed on the agenda.

No members of public were present

## **32. Committee expenditure**

To review budget and approve payments and committee expenditure to date.

It was **resolved** to approve the budget, payments and committee expenditure to date.

Cllr Dewhurst questioned whether the payments description could be clearer and easier to determine what the expenditure is for.

### **33. Community Grants 2021-2022**

To consider and confirm the timetable, application form and guidance notes for the first tranche of Community Grants for 2021-2022 and to agree the members of the Working Group that will consider all applications received.

Cllr Blair noted that the well-being goals needed to be more prominent in the application form and so it was agreed to adapt the form to ensure applicant's know the importance of meeting these goals. It was also agreed that the sum of £27,000 (75% of the budget) would be included in the guidance notes.

It was **resolved** to accept the proposed timetable, the guidance notes and application form with the above amendments and to allocate up to £27,000 for the first tranche of grants.

Working Group members: Cllr Blair, Cllr Bryn, Cllr Dewhurst, Cllr Jackson-Graham.

The Officer is to open the group to Members not present at the meeting.

### **34. Carbonne Twinning Association Community Grant**

To consider and agree whether an extension of time for spending the community grant for 2019-2020 awarded to the Carbonne Twinning Association should be granted to allow completion of the project after COVID restrictions have been lifted.

It was **resolved** to grant an extension of time to Carbonne Twinning Association and to request a report upon completion of the project.

### **35. Future Events**

To consider the list of future events put forward by A. Jackson and to agree any expenditure for the same.

It was **resolved** that Cllr Blair would respond to A. Jackson's email encouraging them to contact local community groups and to highlight the possibility of them applying for a grant for an event and to also contact Monmouthshire County Council to apply for permissions to hold an event.

It was **resolved** to invite A. Jackson to be a member of the Christmas Lantern Parade working group.

Cllr Jackson-Graham and Cllr Bryn agreed to contact Wyesham Women's Institute to see if they would be interested in a "Yarn Bomb". It was felt that it would be positive to encourage members of the community to run these events with the Community Grants scheme being used to support them.

### **36. Welsh Hearts Defibrillator Grant for Town and Community Councils**

To consider and agree the purchase of an additional defibrillator using the Welsh Hearts Grant applicable to Town and Community Councils for the sum of £300 per AED.

It was agreed that the Officer would investigate the purchase of a further AED and to report back to next Committee with the potential of including one on Blestium Street toilets. It was agreed that this would be a good location with the new bike storage being installed imminently.

### **37. Review of CCTV Agreement (deferred from 09.11.2020)**

To review the current CCTV agreement with MCC and its operation (in place until March 2022) and to consider and agree the content and requirements of the agreement.

It was noted that in the recent CCTV User Group report there were 3 CCTV cameras not working. It was agreed that the Officer would contact A. Mason of MCC to determine why this is the case.

Cllr Dewhurst also questioned the position of the camera located near the Waitrose roundabout. Cllr Dewhurst noted that it seems to miss any damage caused to the bridge, it doesn't look on to Chippenham Mead and it doesn't seem to go as far as the Sports Field. Cllr Dewhurst questioned whether this camera could be moved? It was suggested that this is put to Cllr Jupp and Cllr Smith for them to take to the next CCTV User Group meeting.

It was **resolved** to defer this item for Cllr Jupp to consider the current CCTV Agreement as the Lead Councillor for CCTV.

### **38. Police Reports**

- (i) To note the police reports received for September and October 2020 (deferred from 09.11.2020)
- (ii) To note the police reports received for November 2020, December 2020 and January 2021 and to agree any action arising from the same

Councillors welcomed the reports and noted that they were generally comprehensive and gave a good idea of what is happening in the town. Councillors noted that Drybridge includes Town and wondered whether it would be possible for the reports to separate the retail area and residential area? It was felt that this may give the resident of Drybridge some reassurance.

The Officer drew attention to the police survey that has been circulated to members.

It was agreed that the Officer would invite PCSO Joe Facchiano and/or PC Selina Haywood to a meeting as it was felt that often these discussions are very useful.

### **39. Working Groups**

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.

- i. CCTV User Group (RJ)- It was agreed that this group would be disbanded but Cllr Jupp would remain the Lead Councillor on CCTV matters for the Committee and that CCTV matters would be an agenda item as and when needed.
- ii. School Council Liaison (TJC, AD, RR, SW)- It was agreed that this was an important working group for the purpose of ensuring a relationship between the Council and students. This would remain an ongoing Working Group although it was accepted that it is not able to progress matters at the moment.
- iii. MTC Marketing (RR, RJ)- It was agreed to disband this group and to reinstate in the future as and when needed.
- iv. Phone Box in Agincourt Square (EB, CB, KB, KJG)- It was agreed that this would remain an ongoing Working Group although it was accepted that it is not currently active due to the COVID pandemic.
- v. Christmas Lantern Parade (EB, CB, KJG, RR)- It was agreed that this would be an annual task and finish group for each occasion.
- vi. Public Consultation Working Group (MF, KJG, RR, CB, AD, SW, AL, RJ, EB, JL)- It was agreed to disband this working group as it was unlikely that any public consultation event would be able to take place. It was noted that Councillors surgeries should be encouraged during lockdown as a form of public consultation with a discussion around holding Zoom or BT Telephone Conferencing surgeries. It was noted that Councillor surgeries could be included on the Action Review so discussions could be had as and when necessary.

#### **40. Town Maps Stickers (EB)**

To receive an update on the renewal of the town maps and to consider the addition of stickers on the Town Maps to mark where a defibrillator is stored.

It was noted that there had been no update regarding the review of the town maps. Cllr Bryn confirmed that she would investigate the purchase of stickers for the town maps as a temporary measure until the defibrillators could be included on the reprinted town maps and that Cllr Bryn would report back at the next meeting with costing information.

#### **41. Date of Next Meeting**

The date of the next meeting is 29<sup>th</sup> March 2021 at 7:00pm

**Meeting closed: 20:33**