

2nd September 2014**Notice of Meeting:****Central Monmouthshire Area Committee****Wednesday, 10th September 2014 at 2.00 p.m.
Old Council Chamber, Shire Hall, Monmouth****AGENDA**

The Council welcomes contributions from members of the public through the medium of Welsh or English. We respectfully ask that you provide us with adequate notice to accommodate your needs.

Item No	Item
1.	Apologies for Absence.
2.	Declarations of Interest.
3.	Public Question Time.
4.	To confirm and sign the minutes of the Central Monmouthshire Area Committee meeting held on 11 th June 2014 (copy attached)
5.	To consider the following report of the Whole Place Officer, Central Monmouthshire (copy attached): Update on Area Issues
6.	To review the future work programme for the Central Monmouthshire Area Committee (copy attached).

7.	To note the future dates of Central Monmouthshire Area Committee meetings: <ul style="list-style-type: none">• 11th February 2015 – 2.00pm• 29th April 2015 – 2.00pm
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**Paul Matthews,
Chief Executive**

MONMOUTHSHIRE COUNTY COUNCIL CYNGOR SIR FYNWY

The Constitution of the Central Monmouthshire Area Committee is as follows:

County Councillors:

D. Blakebrough
G.C. Burrows
P.R. Clarke
R.M. Edwards
P. Jones
E.J. Hacket Pain
R.J.C. Hayward
V.E. Smith
B. Strong
S. White
A.M. Wintle

Aims and Values of Monmouthshire County Council

Sustainable and Resilient Communities

Outcomes we are working towards

Nobody Is Left Behind

- Older people are able to live their good life
- People have access to appropriate and affordable housing
- People have good access and mobility

People Are Confident, Capable and Involved

- People's lives are not affected by alcohol and drug misuse
- Families are supported
- People feel safe

Our County Thrives

- Business and enterprise
- People have access to practical and flexible learning
- People protect and enhance the environment

Our priorities

- Schools
- Protection of vulnerable people
- Supporting Business and Job Creation

Our Values

- **Openness:** we aspire to be open and honest to develop trusting relationships.
- **Fairness:** we aspire to provide fair choice, opportunities and experiences and become an organisation built on mutual respect.
- **Flexibility:** we aspire to be flexible in our thinking and action to become an effective and efficient organisation.
- **Teamwork:** we aspire to work together to share our successes and failures by building on our strengths and supporting one another to achieve our goals.

**Minutes of the Central Monmouthshire Area Committee meeting
held Shire Hall, Monmouth
on Wednesday, 11th June 2014 at 2.00 p.m.**

PRESENT: County Councillor S. White (Chair)

County Councillors: D. Blakebrough, P. Clarke, E. Hackett Pain,
R.J.C. Hayward, P. Jones, V. Smith, B. Strong and A. Wintle.

OFFICERS IN ATTENDANCE:

Mrs. D. McCarty - Area Services Officer
Mrs S. King - Senior Democratic Services Officer

OTHER ATTENDEES:

Mr B. Daggar - Trellech Community Council
Councillor J. Hall - Monmouth Town Council
Mr R.G. Nicholas - Llangattock Vibon Avel Community Council

ELECTION OF CHAIRMAN

1. We elected County Councillor S. White as Chairman of the Central Monmouthshire Area Committee.

APPOINTMENT OF VICE CHAIRMAN

2. We appointed County Councillor B. Strong as Vice Chairman of the Central Monmouthshire Area Committee.

APOLOGIES FOR ABSENCE

3. Apologies for absence were received from County Councillors G.C. Burrows and R. Edwards.

DECLARATIONS OF INTEREST

4. There were no interests declared by Members at the meeting.

PUBLIC QUESTION TIME

5. The Chairman thanked the committee for her appointment and reflected on the previous year. We noted the following points:

Agenda item 4

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- Thanks were expressed to members of town and community councils who had attended and contributed.
- During the previous year, discussions related to issues such as, highways, Gateway Project proposals, Usk to Pontypool cycle route, junction improvement at Wyebridge, Wye River Festival, Management of A boards and Car Park review.
- Officers have advised of work in the area that impacts on communities, but also how we can work more efficiently and effectively. Members of the public have supported meeting and we welcome the continued contributions.
- Updates from the Area Services Officer have included many issues, some of which are, Charter meeting updates, CSAT, MOD community covenants, Grass Routes, Rural Forum, Monmouth Partnership, Allotments, Rockfield Road development scheme, Gateway project, community led plans, Monmouth links, Usk Cycling, Cemetery, Air Quality issues, Funding and Festivals and Events.
- The committee did not establish any working groups, many issues raised have been dealt with by the appropriate officer and local ward member.
- Continued thanks to officers who have supported the committee. Thanks to Rachel Rawlings for many years support and wish her well with her secondment.
- Enjoyed year as Chair of Central Monmouthshire Area Committee and very rewarding to hear about the work and commitment, from staff, members and communities, in making sure Monmouthshire remains special place to live and work.

The Chairman invited members of the public present to put questions to the Area Committee, or to raise issues of concern:

- County Councillor V.E. Smith raised points on behalf of a member of the public who had been unable to attend:

‘Some time ago received a presentation regarding cycle routes. Active bikers group in Usk and it is an area which is progressing, the planning application needs mice/bats surveys etc. looking for funding so that application can be submitted for cycle route to Little Mill. Group have been active for a number of years, particularly of interest as Monmouthshire County Council are seeking to promote the county as a cycling venue. Worthwhile, active and dynamic group and would welcome small financial support to develop the route.’

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In response, the Area Services Officer advised that, a feasibility study had been undertaken and hedge cutting may form part of a solution.

In terms of funding, the area committee could not contribute to non-capital projects, however, the relevant officer would be advised and the group would be brought to his attention. It was requested that the committee could write to the transport officer, on behalf of the group.

MINUTES

6. The minutes of the Central Monmouthshire Area Committee meeting dated 12th March 2014 were confirmed as a correct record and signed by the Chairman, subject to the following amendment:

- In response to Mr. Nicholas, 1st Paragraph –
responses had been received ~~delete 13.~~

**TO RECEIVE AN UPDATE ON PREPARATIONS FOR THE NATO SUMMIT,
FROM GWENT POLICE**

7. We received an apology from Gwent Police, who had advised unexpectedly that were unable to attend.

**TO CONSIDER THE FOLLOWING REPORT OF THE AREA SERVICES
OFFICER, CENTRAL MONMOUTHSHIRE**

8. We received a report from the Area Services Officer, which updated on issues in Central Monmouthshire:

CSAT

Two safety events held on 7th and 10th May in conjunction with cycling road race. Members of the public were provided with leaflets on the National Cycle Road Race and information on basic safety measures.

New groups

A public meeting would be held on 19th June at the Shire Hall, interested parties were invited to attend, to join a group who want to combat litter and dog faeces problems on Chippenham.

Cemeteries

Poppy seeds had been planted in all Monmouthshire Council run cemeteries this year, in support of World War 1 commemorations. A report would be considered by Cabinet on 2nd July, in relation to the site at Pennalt and members would be updated at the next meeting.

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The Area Services Officer advised that committee views would be forwarded to the relevant officer, in relation to concerns expressed regarding the debris caused by machinery used for cutting and clearing grass in cemeteries.

Wye River Festival

The festival was a huge success with many local people in our towns and villages getting involved.

Rural Forum

Over the last two meetings, Ian Hardman MCC Emergency Planning Manger talked to the forum about how operations are put in place when emergencies occur in our County and wider area and Ben Winstanley MCC Sustainability Surveyor talked to the forum about Solar Farms and Green energy. Information from both officers was well received by members of the forum

We were informed that an event was being held at Mitchell Troy on 17th June from 7-9pm, in relation to alternative energy.

Usk Community Hub

The project mandate had been discussed, in relation to cut backs and extended services. Usk would be the pilot scheme and it was intended to close the library and community education building, and to merge in the old youth club building.

A survey will be launched by the 6th June and Community Engagement events at the new venue will be held on the 18th and 21st June. The Community Delivery Team see this as an opportunity to look at who we run services and offer them in a different more efficient way. Further reports would be provided when the project was completed.

Mixed views had been received from the community. The aim would be to ensure that uses of all 3 buildings were utilised and to identify where people could be accommodated.

Usk Air Quality

The group met on 8th May to check on any progress with dealing with Air Quality issues in Usk. A new cycle rack has been installed near the Maryport Street car park to help encourage more people to cycle in and around the Usk area. The police will actively be stopping lorries passing through the town to check if they are delivering locally.

Concerns were expressed regarding the number of vehicles travelling through Usk town centre. It was requested that a letter could be sent to the Chief Constable to highlight unease within the community, he could subsequently contact companies and alternative routes for vehicles could be investigated.

We resolved that a letter would be written to the Police Chief Constable, which advised that the issue had been discussed at the Central

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Monmouthshire Area committee meeting. There was a requirement for the police to follow up with two particular haulage companies, which caused significant concern, due to the number of vehicles travelling through the town.

In relation to cycle racks, we agreed that a letter would be sent to the transport officer, for racks to be installed, by the toilet block (6), by Chinese restaurant (4). The group would welcome provision outside the Alway Inn, but street clutter was a concern, welcome the provision outside the Shire Hall.

National Road Cycling Championships

Plans are now well underway for this event. A Big Bash event will be held in Bailey Park on the 28th & 29th of June for the public and competitors to enjoy. A jigsaw competition will be launched in the towns where the race passes through. Volunteers are being sought to help marshal the road closures.

We were advised that some Lanhennock/Llangybi roads would be closed for 6 hours. Local members expressed concern regarding consultation with Councillors elected to represent the wards.

Members were frustrated that there had been lack of communication.

Appointments for members

We confirmed appointments of members for the following groups:

- Vision Monmouth – Councillor S. White
- CSAT – Councillor S. White
- Grass Routes Partnership – Councillor B. Strong

WORK PROGRAMME

9. We received and noted the Central Monmouthshire Area Committee Work Programme and the following items were raised.

DATE OF NEXT MEETING

10. We noted the future dates of Central Monmouthshire Area Committee meetings, as follows:
 - **10th September 2014 – 2.00pm**
 - **11th February 2015 – 2.00pm**
 - **29th April 2015 – 2.00pm**

The meeting terminated at 3.25 p.m.

**Minutes of the Central Monmouthshire Area Committee meeting
held Shire Hall, Monmouth
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Central Monmouthshire Area Committee

SUBJECT:	UPDATE ON AREA ISSUES
DIRECTORATE:	Area Working / Dept Chief Executives Dept.
MEETING:	Area Committee Members Update
DATE:	10th September 2014
WARDS	All wards in Central Monmouthshire

1.0 Purpose of Report

To update members on current issues from the Whole Place Team in Central Monmouthshire

1.2 For members to discuss whether any of the items require further information and whether any items need to be referred elsewhere.

1.3 To solicit member's views on on-going issues

2.0 Recommendations

2.1 That members note and comment on progress and issues

3.0 On-going issues

3.01 CSAT

Members of CSAT attended Monmouth Show and had a very successful day. Approximately 1000 children were issued with security bands and several members of the public purchased personal safety equipment.

3.02 Monmouth Partnership Forum

At the last forum meeting members discussed the problems of litter and dog faeces in and around Monmouth and what could be done to deal with the issue.

3.03 Rural Forum

Members of the forum discussed local issues.

3.04 Usk Community Hub

A small working group has now been set up to take the work of forming a new community hub forward. Currently estimates for works needed are being collected for the various aspects of the project.

3.05 **Community Led Plans update**

3.05.01 Llandogo – The finished CLP has now been printed and is available to view on the TUCC website, or limited copies are available from Browns Store.

<http://www.trellechunited.org.uk>

3.05.02 Raglan – The Community Led Plan was adopted by Raglan Community Council 28th May, and copies are now available from Raglan Post Office or can be viewed on raglan Community Council Website <http://raglancc.org.uk>

A small sub-group has been formed from the Community Council to move the Action Points forward, and several meetings have been held where they have systematically been working through the Action Points, with several already been achieved.

3.05.03 Llanybi Fawr – On the 15th July, the Community Council adopted the Plan for Llanybi, and printed copies have been delivered to every household in the village, or it can be downloaded from the village website www.llanybi.org

3.05.04 Coed-y-Paen – The CLP Steering Group have met twice in the last few weeks, and the Draft Action Plan should be ready by the end of September.

3.05.05 Llantilio Crossenny – A very successful Community Consultation was held in the village on 19th July, and the Steering Group are due to meet on 26th August to review the findings from the Consultation, and plan the next steps in writing their Community Led Plan.

3.05.06 The Narth – The adventa Project Officer attended the Village Fete on Monday 25th August to promote their Community Consultation which will take place on Friday 5th and Saturday 6th September in The Narth

3.05.07 Penallt – One of the Community Councillors for the area has made an approach regarding a CLP for the village, and the Project Officer will be making arrangements for a Consultation event in the near future.

Author : Shirley Hughes , Community Development Officer Adventa

3.06 **Overview of Summer Play Schemes**

- Play schemes were operated at the 4 leisure centres and Bulwark Community Centre on behalf of Chepstow Town Council for 4 weeks of the Summer
- There was a breakfast club 8.00-9.00am and after playscheme sports camps 3.30-5.00pm to assist working parents
- They attracted over 1000 children to these schemes and 6500 visits in total
- Staff training was provided for around 80 members of staff including safeguarding level 1
- They linked with around 100 families of children with disabilities
- 25 members of staff were employed to work with 40 children with additional needs to access the schemes
- There was a varied 4 week themed programme including daily swimming and links with Museums, Libraries, Emergency Services etc
- Visits from the Mayor and Town Councils to view the schemes were organised
- There were a few off site visits organised this year to the Kymin View, Monmouth Music Festival etc

Author: Richard Simpkins - Business Development Manager, Leisure Services

Email: richardsimpkins@monmouthshire.gov.uk

3.12 **Tour of Britain**

Tour of Britain: UK's biggest cycle race to hit Monmouthshire next week

Monmouthshire is set for its third major cycling event this summer as preparations are well underway for the UK's biggest professional cycle race, The Tour of Britain, to hit the county's roads next Tuesday (9th September).

The Tour of Britain takes world class riders around the country in an eight stage race, culminating in a time trial and circuit race through the streets of London.

Monmouthshire will host a dramatic summit finish to stage three of the race that will challenge riders to climb the Tumble, just outside Abergavenny. Classed as a Category One climb to reflect its difficulty, The Tumble is well-known in the cycling world as one of the toughest ascents in the UK and is expected to be one of the major highlights of the entire race. Rising 512 metres (approx. 1,600 feet) above sea-level, the Tumble will test riders on a 6km climb over a steady gradient of 10%.

In addition to Abergavenny, spectators in Monmouth will have the opportunity to line the streets and watch the race as the town features along the official route.

The Tour is the country's largest free sporting event for onlookers and welcomed more than 1.5 million spectators last year. The race will be broadcast live on TV

The Tour of Britain starts on 7th September in Liverpool and ends in London on 14th September. Detailed information about the route can be found on: www.tourofbritain.co.uk. Specific race maps for Monmouthshire can be found at:

<http://www.tourofbritain.co.uk/stages/stage3/index.php>

Author: Dale Evans, Duty Officer, Leisure Services.

Email: daleevans@monmouthshire.gov.uk

3.14 **Tourism**

3.14.01 Monmouthshire Ambassadors

To date 140 Monmouthshire Ambassadors (out of a target 200) to help welcome visitors to the county and encourage them to see and do more while they're here so they stay longer and spend more. Enhancing the experience of visitors while they're here will also hopefully make them more likely to return. 19 of the trained ambassadors have gone on to complete accredited WorldHost training, which was the basis for the training of the Olympic Games Makers. Monmouthshire Ambassador sessions have been delivered in all towns, and on specific themes such as walking and heritage. Now work on development of bespoke sessions aimed at retailers, market stall holders and event organisers area taking place with a pilot session planned for Abergavenny in September. If successful this bespoke version of the training will be rolled out to the other towns, subject to there being sufficient interest.

3.14.02 Tourism Performance

The most recent (12 August) press statement on tourism performance was as follows: 2014 has been a good year for tourism in Monmouthshire. The weather has been kind, and we've benefited from a late Easter and a recovering economy, as well as the introduction of new key events into the county which have attracted significant numbers of visitors to the area. New events to Monmouthshire this year included the Wye Valley River Festival in May, the National Cycling Championships in June and the Wales Open Criterium in Chepstow in July. In addition, Chepstow racecourse has hosted an exciting programme of new events

including the Sunrise Celebration which relocated to Monmouthshire for the first time this year. Coming up there's the Monmouthshire Show on 28 August (monmouthshow.co.uk), Usk Show on 13th September (www.uskshow.co.uk), the Abergavenny Food Festival 20-21st September, (abergavennyfoodfestival.com) which last year won 'Best Event in Wales' (in the National Tourism Awards for Wales), and which attracts more than 30,000 visitors every year, and on September 9th, The Tour of Britain passes through Monmouthshire for the first time, with the end of the third stage of the race finishing on The Tumble, near Abergavenny. In October, the National Walkers are Welcome conference comes to Chepstow, reflecting the upsurge in Walkers are Welcome accredited towns and villages in Monmouthshire and the exceptional walking routes of the county.

3.14.03 Visitor Information

We're continuing to explore more sustainable models of delivery for our TICs. In Abergavenny we're already operating a shared service model (with the Town Council and Brecon Beacons NPA). We're discussing with stakeholders the possibility of a similar model in Chepstow. We're also working with partners to improve the quality of information and usage of the kiosks.

3.14.04 Website

We're currently developing a new visitmonmouthshire.com website to promote the wide range of visitor experiences on offer in the destination. This is due for completion at the end of November and is being funded through the RDP Welcome Monmouthshire project.

3.14.05 Attendance at exhibitions

We attended The Meetings Show in Olympia in July and are due to attend Venue Expo in Manchester 1-2 September on a joint 'Meet South East Wales (Newport, Monmouthshire & Torfaen)' stand to promote our MICE (meetings, incentives, conferences, exhibitions) offer to hosted buyers.

3.14.06 PR activity

We're actively involved in two destination partnership PR contracts with Alexandra Marr Associates with Brecon Beacons Tourism and Wye Valley & Forest of Dean Tourism as partners. There is a ToB press trip that's been organised through the BB PR contract Journalist

3.14.07 Travel Trade / Group Travel

We're working closely with businesses to update existing and develop new itineraries for promotion to travel trade / group travel contacts.

3.14.08 RDP Welcome Monmouthshire

Continuing to progress the following activity under this project which ends 30 November:

- Development of circular routes off the Usk Valley Walk and Wales Coast Path
- Development of community-led interpretation, signposting and access
- Improvements to visitor highway and pedestrian signage
- Improvements to interpretation and visitor management at Caldicot Castle
- IT infrastructure improvements

Author: Nicola Edwards, Food and Tourism Strategic Manager.

Email: nicolaedwards@monmouthshire.gov.uk

3.15 Sports Development

- Dragon Sport Figures for Monmouth Cluster Primary Schools have increased for last academic year. A total of 3,764 individual attendances were recorded at after school clubs. This increase has been seen from community club engagement, education / training for teachers and delivery from year 6 pupils as part of our Bronze Young Ambassador Programme.
- A number of festivals took place for primary schools last year to take part in and compete against other schools within the cluster, these included cross country, netball, football and rugby. These festivals will be developed further next year so the winning schools will progress on to South East Wales regional finals or Monmouthshire finals for each festival.
- Large increase in our tots sessions with children age 3-6 years old taking part in cycling, football, netball and rugby. We have seen around 60 children take part in these sessions – nothing previously in place for this age group.
- 12,576 individual attendances recorded as part of the 5x60 programme at Monmouth Comprehensive School – the highest in the authority. Pupils have been given the opportunity to take part in activities such as Kayaking, rowing, fencing, water polo and street dance to name a few.
- 14 year 6 pupils (2 per school) trained to deliver, promote and encourage sport participation in their primary schools as part of our Bronze Young Ambassador Programme.
- Kymin View Primary School took part in a 6 week block of Paralympic sessions where they took part in wheelchair basketball, boccia, curling and archery activities. These pupils then delivered 4 activities to the whole school as part of their sports day demonstrating fantastic leadership and responsibility.
- Fantastic feedback from children and parents for our Sport Camp days during the holiday periods which have seen increased participation, income and usage at Monmouth Leisure Centre.

Author: Paul Sullivan, Community and Sport Development Officer

Email: paulsullivan@monmouthshire.gov.uk

3.16 **Budget Consultations**

Monmouthshire County Council will be running a series of road shows and consultations to discuss the future budget and have an opportunity to engage with the people in our county. The road show will be held during the day in Monmouth on Friday 19th of September and in Usk on Monday 22nd September. Budget consultations will take place at in the evening at Monmouth Comprehensive on Monday 29th September and in Usk on Wednesday 8th September.

3.17 **Whole Place**

Members will be aware that the role of the Area Services Officer was deleted earlier this year. A new team of Whole Place officers are currently being formed to lead and support the Whole Place initiative in Monmouthshire. Officers will still be working in the areas but there will be no one officer assigned to a specific place. All whole place officers will be working where projects need support and guidance throughout the county to help build sustainable resilient communities and continuous work will be generated through delivery of the Whole Place agenda.

3.18 Capital Monies

This year the area capital monies have been reduced from £15,000 to £5,000. Members will be aware that this money can only be used for capital schemes and not revenue. To make sure that the money is spent appropriately on capital projects that enhance the environment or benefit the local community we will be using this money to support the work of the whole place plans in order to pump prime some of the projects.

4.0 Background papers

Electronic files containing the detail of all of the above issues can be obtained through the Whole Place Officer.

5.0 Author

Debbie McCarty, Whole Place Officer, Central Monmouthshire,
Contact details: debbiemccarty@monmouthshire.gov.uk
Tel: 01600 710623 mobile: 07712750545

Item	Background Detail	Reporting Arrangements
Standard Items:		
<p>Area Updates</p> <p>Coordinating Board Referrals</p> <p>Work Programme Review</p>	<ul style="list-style-type: none"> • To receive updates from the Area Services Officer on area issues to inform and enable Members in their constituency roles and to assess the success or otherwise of both Authority and partner organisation activities and give feedback where appropriate. To receive relevant updates in the area from Service Heads. • To receive feedback from the Chairman on referrals from the Coordinating Board. • For Members to receive the Central Monmouthshire Area Committee Work Programme and contribute to a forum session to consider any future Task and Finish Group projects to add value to the work of the Committee at a local level whilst having benefit to service delivery countywide. Consideration to be given to how any potential projects could engage with the community, local interest groups and Town and Community Councils to be identified. To continually review the work programme of the committee. 	<p>Ongoing</p> <p>Ongoing</p>
Current & Ongoing Work Programme Items:		
<p>Work Programme Planning</p> <p>Monmouth Links Project</p> <p>Burial Space</p> <p>Allotments</p>	<p>Following discussions held in the June meeting, for Members to identify community groups that they would like to invite to the Area Committee and to discuss how the Work Programme and venues can be planned to engage with communities.</p> <p>To receive information on the progression of the Monmouth Links Project in order to feed comments back to the Forum on the scheme.</p> <p>To keep Members informed on progress with regard to identifying any suitable burial space within Central Monmouthshire and to provide information on any Cabinet decisions made with regard to this issue.</p> <p>Reporting on issues surrounding maintenance and administration of allotments in the locality.</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>

Central Monmouthshire Area Committee Work Programme

Community Safety Action Team	To receive updates on the local Community Safety Action Team's work and have an opportunity to feed information via the Area Committee of any local issues of concern.	Ongoing
Monmouth Town Partnership and Rural Forum	Information and reports from the Monmouth Town Partnership and the Rural Forum to assist Members to assess and monitor community reaction to a range of local issues.	Ongoing
Gateway Project	To receive updates on the old Monnow Bridge and surrounding area and keep a watching brief on developments on the adjoining public space.	Ongoing
Air Quality in Usk	Members to be informed of progress with air quality issues through the town of Usk.	Ongoing