

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Monmouthshire County Council held
at County Hall, Usk on Thursday 25th September 2014 at 2.00 p.m.

Agenda Item 4a

PRESENT: County Councillor J. Prosser (Chairman)
County Councillor B. Strong (Vice Chairman)

County Councillors: D. Batrouni, D. Blakebrough, G.C. Burrows, R.F. Chapman, P.R. Clarke, J.E. Crook, D.L.S. Dovey, G.L. Down, A. Easson, D.L. Edwards, R. Edwards, P.S. Farley, P.A. Fox, R. J. W. Greenland, L. Guppy, E. J. Hackett Pain, R.G. Harris, R.J.C. Hayward, M. Hickman, P.A.D. Hobson, G. Howard, S.G.M. Howarth, D.W.H. Hones, P. Jones, S. Jones, S.B. Jones, R.P. Jordan, J.I. Marshall, P. Murphy, M. Powell, J.L. Prosser, V.E. Smith, F. Taylor, P.A. Watts, S. White and A.M. Wintle.

OFFICERS IN ATTENDANCE:

Mr P. Matthews	Chief Executive
Mrs K. Beirne	Chief Officer, Enterprise
Mr S. Burch	Chief Officer, Social Care and Health
Ms S. McGuinness	Chief Officer, Children and Young People
Mr W. Mclean	Head of Policy and Engagement.
Mrs J. Robson	Head of Finance/Section 151 Officer
Mr M. Howcroft	Assistant Head of Finance
Mr R. Hoggins	Head of Operations
Mrs R. Jowitt	Head of Waste & Street Services
Mr S. Kneafsey	21 st Century Schools Programme Manager
Mr M. Gatehouse	Policy Manager
Mr A. Wathan	Chief Internal Auditor
Mrs T. Harry	Head of Democracy and Regulatory Service
Mr M. Andrews	Monitoring Officer
Mrs S. King	Senior Democratic Services Officer

ALSO IN ATTENDANCE:

Mr S. Wyndham	Wales Audit Office
Mr K. Mortlock	St Johns Cymru

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from County Councillors D.J. Evans, R.J. Higginson, A.C. Watts and K.G. Williams.

The Chairman invited Councillor S.B. Jones to introduce the Waste and Recycling Team who had been recognised by APSE and presented with an award for public service excellence.

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Councillor Jones highlighted that Monmouthshire County Council had been recognised by APSE for public service excellence for best waste team in UK. The award acknowledged increased recycling and reduced residual waste. Team element gave outline principle and approval for toughest restrictions on residual waste. The compliance of residents had been phenomenal and resulted in high recycling rates.

We thanked all staff within the team and commended the diligent work of waste and recycling crews.

The Head of Waste and Street Services was presented with the award.

The Chairman offered appreciation and acclamation to the team and service.

In addition, the Leader advised that Monmouthshire County Council had received an additional award in relation to RSPCA Community Animal Welfare Footprint. The Authority had secured a bronze award for contingency planning. The award is the only scheme in England and Wales, which recognised delivery of animal welfare services. The Leader and appropriate staff would be invited to Cardiff on 7th October.

Council recognised and commended the work of staff for emergency planning and trading standards. The award would be formally recognised within the chamber.

2. CHAIRMAN'S REPORT AND RECEIPT OF PETITIONS

We received and noted the Chairman's report. In doing so, the Chairman advised that he attended the Riverfront event as the Armed Forces Champion and not as Chairman.

There were no petitions presented.

3. DECLARATIONS OF INTEREST

County Councillor D.L. Edwards declared a personal interest pursuant to the members' code of conduct in relation to item 15(a) Park Street School.

County Councillor S. White declared a personal interest pursuant to the members' code of conduct in relation to item 8, Monmouth Comprehensive pool, as a school governor.

4. MINUTES

a) Extraordinary Council Meeting 8th July 2014

It had been requested at the meeting on 31st July 2014 that the minutes were re-drafted.

We confirmed and signed the minutes of the extraordinary meeting held on 8th July 2014.

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b) Council Meeting 31st July 2014

We confirmed and signed the minutes of the extraordinary meeting held on 31st July 2014.

5. PUBLIC FORUM

There were no public forum items received.

6. COMMITTEE MINUTES

We resolved that the following minutes be received:

- (a) Democratic Services Committee 23rd June 2014
- (b) Standards Committee 1st September 2014

7. NOTICES OF MOTION

(a) Submitted by County Councillor D. Batrouni

'That the Council requires all Cabinet Members and Committee Chairs to bring forward an Annual report in April of each year. Such reports should include an analysis of the strengths and weaknesses of the previous year and the plans for the year ahead (i.e. the opportunities and threats) in relation to their delegated areas of responsibility.'

During discussion the following points were noted:

- We recognised the importance of Cabinet Members and Chairs to be held to account, as well as the responsibilities for all members to be accountable.
- It was noted that the Local Government Measure provided guidance for arrangements to be made for members to produce annual reports and it was important that these were completed annually.

County Councillor Fox proposed an amendment which was duly seconded:

'That the Council requires all Cabinet Members and all non executive members to bring forward an Annual report each year. Such reports should include an analysis of the strengths and weaknesses of the previous year and the plans for the year ahead (i.e. the opportunities and threats) in relation to their delegated areas of responsibility.'

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Upon being put to the vote the amendment was carried and became the substantive motion.

We voted on the substantive motion, which was carried.

(b) Submitted by County Councillors J. Marshall and F. Taylor

“In the face of unprecedented cuts to public sector services, welfare reform and growing inequality this Council will begin to focus our services on citizens and their needs. This Council will work collaboratively across service areas and will avoid working in silos and adopting policies, practices and decision-making protocols which are easy and practical for the Authority but difficult and disempowering for residents. We will adopt citizen focussed approaches in particular to our priorities;

- *Education*
- *Safeguarding vulnerable people*
- *Supporting enterprise, job creation and entrepreneurship creation”*

During discussion the following points were noted:

- A member highlighted that there was a requirement to consider how services would be delivered, from the perspective of the citizens.

County Councillor Crook proposed an amendment which was duly seconded:

*“In the face of unprecedented cuts to public sector services, welfare reform and growing inequality this Council will **continue** to focus our services on citizens and their needs. This Council will work collaboratively across service areas and will avoid working in silos and adopting policies, practices and decision-making protocols which are easy and practical for the Authority but difficult and disempowering for residents. We will adopt citizen focussed approaches in particular to our priorities;*

- *Education*
- *Safeguarding vulnerable people*
- *Supporting enterprise, job creation and entrepreneurship creation”*

In debating the amendment we noted the following:

- It was highlighted that consultation and engagement had been undertaken in relation to services in some areas, however, it was recognised that improvements were required in relation to some processes and procedures.

Upon being put to the vote the amendment was defeated.

Councillor Fox proposed an amendment which was duly seconded:

‘In the face of unprecedented pressure on public services, this Council will continue to focus our services on citizens and their needs. This Council will continue to work collaboratively across all service areas. We will continue to adopt citizen focussed approaches wherever possible, with due regard to our three main priorities of:

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- Schools;
- Protection of Vulnerable people;
- and Supporting Businesses and Job creation.'

Upon being put to the vote the amendment was carried and became the substantive motion.

We voted on the substantive motion, which was carried.

County Councillor A. Easson left the meeting at 3.15pm.

(c) Submitted by County Councillor F. Taylor

"This Council will take its statutory duties under the Equalities Act 2010 seriously. This Council will ensure that in developing new budget proposals for 2015/16 or making changes to services and policies, analysis of adverse impact on protected groups will be conducted with rigour and with an open mind. This Council will carry out robust and good quality Equality Impact Assessments on policies, procedures, functions, service delivery and financial savings proposals. If adverse impacts are identified there must also be meaningful consultation and engagement with interested parties. Once adverse impacts have been identified, this authority will attempt to avoid that impact prior to fixing on a solution. In addition, this Authority will review decisions on a regular basis in line with its legal duties, such as those taken in the 2014/15 budget where adverse impacts have been identified and will report to full Council".

During discussion the following points were noted:

- Councillor Taylor highlighted the importance of minimising impact on vulnerable people and taking account of impact of equality assessments. It was noted that a panel would be established to review Equality Impact Assessments (EQIA) within reports.
- Concerns were expressed regarding the quality of some Equality Impact Assessments. There was a need for EQIAs to be robust and align with aims, values and priorities.
- The Cabinet Member informed Council that EQIAs had been challenged and this would be continued through the new panel.

County Councillor P. Hobson proposed an amendment which was duly seconded:

'This Council will take its statutory duties under the Equalities Act 2010 seriously. This Council will ensure that in developing new budget proposals for 2015/16 or making changes to services and policies, analysis of adverse impact on protected groups will be conducted with rigour and with an open mind. This Council will carry out robust and good quality Equality Impact Assessments on policies, procedures, functions, service delivery and financial savings proposals. In addition, this Authority will review decisions on a regular basis in line with its legal duties, such as those taken in the 2014/15 budget where adverse impacts have been identified and will report to full Council.'

In discussing the amendment we noted:

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- Some members felt that there was a need to consult with interested parties and welcomed the EQIA panel.

Upon being put to the vote the amendment was carried and became the substantive motion.

We voted on the substantive motion, which was carried.

8. MONMOUTH COMPREHENSIVE/LEISURE CENTRE SWIMMING POOL

We received a report, which set out the proposed options that have been developed to date, for the re-provision of Monmouth swimming pool. The emerging 'preferred option' - Option 4a – based upon the assessments and work undertaken thus far and to provide an early indication of financial implications, subject to confirmation of outstanding critical factors.

We noted recommendation as follows:

To agree the emergent preferred option, Option 4a, for the replacement of the existing pool facility at Monmouth Comprehensive School / Leisure Centre, subject to:

- Further detailed work on the financial analysis, to include design development and market testing and comparison;
- Confirmation from Welsh Government of their indicative funding position; and,
- Confirmation of the wider proposed funding package

During discussion the following points were noted:

- Members thanked officers for the report and recognised the importance of the pool for Monmouth.
- It was noted that a 6 lane pool would be preferable and that this would be subject to funding becoming available.
- In relation to contributions from Welsh Government, we were advised that it had been established that the replacement pool would be an abnormal cost of building a new school.
- Further detail was requested regarding timescales and funding for the build.
- Members were reassured that the Council was in support of the provision of the new pool.

We resolved to agree recommendations:

To agree the emergent preferred option, Option 4a, for the replacement of the existing pool facility at Monmouth Comprehensive School / Leisure Centre, subject to:

- Further detailed work on the financial analysis, to include design development and market testing and comparison;
- Confirmation from Welsh Government of their indicative funding position; and,

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- Confirmation of the wider proposed funding package

The meeting adjourned for 10 minutes and reconvened at 4.10pm

9. ANNUAL REPORT – CHIEF OFFICER, ENTERPRISE

We received a report and presentation from the Chief Officer, Enterprise, on the Annual Report. The Chief Officer presented the first annual report and advised that Enterprise was a new department and challenges had occurred as many services were previously in other areas.

It was highlighted that the report presented a clear and compelling vision for an enterprising culture within the organisation, focusing on value creation and culture in order to create new solutions to problems and challenges.

During discussion we noted the following points:

- Members thanked the Chief Officer for the presentation and report.
- We were advised that engagement was ongoing with the Whole Place project. In terms of Community hubs, the vision would be to bring together frontline services and identify areas where businesses could obtain support. Assistance would also be provided online.
- The Chairman of the Economy and Development Select Committee welcomed the foresight to attract and invest in events. We welcomed early sight of strategies. The major events strategy would be considered by the committee on 16th October 2014.
- There was a role, to ensure that wider funding and support options were considered, in relation to service provision in the future. The significant importance of assets within Monmouthshire was recognised.
- The team were commended in achievements over the past few months and it was highlighted that culture change was required to move forward.
- Members recognised the work that had gone into engagement with communities and moving forward to develop areas, through work of Whole Place.
- Further information was requested regarding advice and support offered to businesses. It was noted that the role would be an enabler and facilitator, to assist with creating business plans and accessing funding. Priority would be to assist with signposting through processes and procedures.

We resolved to receive the report.

10. REPORTS OF THE HEAD OF FINNANCE/S151 OFFICER

a) STATEMENT OF ACCOUNTS 2013/2014

County Councillor G.L. Down left the meeting at 5pm.

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We received the Statement of Accounts 2013/2014, the purpose of which was to:

- Consider the final annual accounts for the Authority for 2013/2014
Members are asked to note that, at the time of writing this covering report, the external auditors are still undertaking a payroll analytical review, a transactional analytical review and an examination of fixed assets, which may still introduce late changes to the Statement of Accounts.

The report had been submitted to audit on 17th July 2014 as draft and some small corrections were included within the ISA260.

The outturn reports identified a largely positive position, with a surplus of £877,000 reported at year end. This mainly resulted from underspends on treasury activity, improved recovery on council tax, a reduction in anticipated borrowing costs, underspends in corporate costs, Chief Executive office costs, and Reeneration & Culture Directorate costs offset by a net overspend on Social Care & Health and Children & Young People directorate service.

This under spend position has meant that a planned draw down from the Council Fund was not required. As a consequence the level of the Authority's reserves is felt to be adequate.

During discussion we noted the following:

- We were advised that the original budgets were included within the budget monitoring reports.
- Further information would be provided in relation to the cattle market and specific figures would be available within the capital monitoring report.

We resolved to agree the recommendation:

The final Monmouthshire County Council Statement of Accounts for 2013/2014, as reviewed by audit, be approved (Appendix 1).

b) ISA 260 REPORT

County Councillor S. Jones left the meeting at 5.15pm.

The Chairman welcomed the Wales Audit Office and we were presented with the ISA 260 report, which informed of the decision to have the accounts signed and certified in accordance with deadlines.

The Audit Committee had recommended approval and some amendments had been made to the draft accounts, but the key message was provided that the amendments did not impact on the bottom line. Errors had occurred on statement within the accounts, however, these had to be reported. It was noted that they were not material and would not have an impact.

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The Leader thanked the Wales Audit Office for the decision to be satisfied that the accounts be signed off. The Head of Finance and team were commended and quality of accounts was appreciated.

We resolve to agree to receive the report.

11. STAGE 2 IMPROVEMENT PLAN 2014

We received a report which sought Council approval of the Stage 2 Improvement Plan for 2013/14.

The Local Government (Wales) Measure 2009 provides the legal basis for the Wales Programme for Improvement (WPI). This places a duty on local authorities to make arrangements to secure continuous improvement in the exercise of their functions.

As part of the Wales Programme for Improvement councils must:

- Set Improvement Objectives at the beginning of each business year. These are reported as part of the stage 1 plan agreed by council in May.
- Collect evidence of progress made and outcomes achieved during the year and publish a report on that information. This is reported in the Stage 2 Improvement Plan published each October.

This Stage 2 Improvement Plan covers the period April 2013 to March 2014 and relates to objectives that members agreed in June 2013. The forward looking Stage 1 Plan for 2014/15 was agreed by council in May. Progress on that plan will be formally reported in October 2015 although select committees will have the opportunity to scrutinise progress throughout the year.

The Improvement Plan is a public document and should be accessible to a wide audience. The plan will be published on the council's website.

A public summary of the plan will be prepared. This will be made available through the one-stop-shops, reception areas and libraries and on the Council's website and must also be published no later than the end of October 2014.

County Councillor P. Watts left the meeting at 5.25pm.

During discussions we noted the following:

- Further clarification was requested regarding the percentage of Looked After Children with a personal education plan.
- Performance was being targeted within Key Stage levels and the Education Achievement Service would be involved in the process. Further work was being undertaken with young carers and crossroads, it was recognised that they were undertaking a difficult job and appropriate support and assessments were required. In response the Cabinet Member advised that more work was required in terms of how data was recorded.

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- Fly tipping, as a tonnage, had decreased, however, figures varied year on year and there had been benefit as a result of the systems review.

County Councillor P. Clarke left the meeting at 5.35pm.

We resolved to agree recommendation:

That the Stage 2 Improvement Plan 2013/14 be approved.

12. FINANCIAL PROCEDURE RULES

We were presented with the Financial Procure rules and advised that the Council must have appropriate processes in place to ensure sound financial management in its undertakings.

Financial Procedure Rules provide the framework for managing the Authority's financial affairs, and are part of Monmouthshire Council's constitution. They apply to every member and officer of the Authority, and anyone acting on its behalf.

The purpose of the Financial Procedure Rules is to ensure that public accountability and high standards of financial integrity are exercised in the control of public funds that pass through the Authority. The Financial Procedure Rules govern the day to day operation of the Authority's financial administration. They are introduced both to protect the interests of the Authority, and all those who are involved with financial administration.

We resolved to agree recommendation:

That Council approve the revised financial regulations known as the Financial Procedure Rules, which will form part of the Council's Constitution.

13. REVISION OF PLANNING SCHEME OF DELEGATION AND CODE OF PRACTICE

We were presented with a report to adopt a revised Planning Scheme of Delegation and Code of Practice.

We resolved to agree recommendation:

That the Council adopts the revised Planning Scheme of Delegation and Code of Practice attached to this report.

14. CONSTITUTION

Council received the report to set out the Constitution, which was recently agreed by Council, typographical, formatting and other minor amendments had been included. The

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report considered further substantive changes and offered the opportunity for any further improvements to be considered.

The Monitoring Officer highlighted specific amendments, as follows:

- Planning scheme of delegation.
- Financial procedure rules.
- Requirement for the future, to deal with the issue of remote attendance. Important aspect for a rural authority.
- Adjudicator – urgent items (without call in) is chair of relevant select committee.
- Requirement to look at exercise of functions by councillors.
- Member/officer protocol.
- 5 clear days for meetings.
- Requirement to consider receipt of gifts/ hospitality, membership on outside bodies.
- Scrutiny procedure rules had been agreed.

Members thanked the Monitoring Officer, as this was his last meeting, and wished him well for the future.

We resolved to agree recommendations:

To approve and adopt the attached Constitution as required by s37 Local Government Act 2000 and in so doing:

1. To incorporate amendments to the Planning Scheme of Delegation reported elsewhere on this agenda (and included at pp.52-58 of the constitution).
2. To incorporate amendments to the Financial Procedure Rules, reported elsewhere on this agenda.
3. To agree amendments to the Scheme of Delegation (Part 3 Table 4 pp.51 – 92) to reflect changes to the management structure introduced earlier this year. In the absence of any further comment from officers, members may assume that the scheme reflects the current management structure and responsibilities.
4. To defer consideration of the issue of remote attendance until such time as officers are able to report on the logistical issues raised. (Rule 9 of the Rules of Procedure at p.102 and Rule 1.9 of the Executive Procedure Rules at p.131)
5. That urgent decisions of the Executive not to be subject to call-in (p.141) will require the approval of the relevant Select Committee chair, to bring this provision into line with paragraphs 13 and 14 of the Access to Information Rules (pp.122-124)
6. To ask officers to bring forward an assessment of the application of section 56 of the Local Government (Wales) Measure 2011 (Exercise of functions by councillors)

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7. To agree the revised Member/Officer Protocol as recommended by Standards Committee earlier this year (p. 238) subject to approval of the Joint Advisory Group.

County Councillors P. Jones and M. Powell left the meeting at 5.55pm.

15. MEMBERS' QUESTIONS

(a) From County Councillor A. Easson to County Councillor P. Hobson (deferred from meeting on 31st July 2014)

"At full Council on January 16th 2014, the decision to sanction Health and Safety works at Park Street School, prior to handing the property over to ACT was confirmed after an earlier call-in. The decision included the apportionment of £56,000 to the total cost of these works. Would Cllr Hobson provide a detailed update to Council, on works so far completed, works outstanding, with timescale for their, the cost expended to date on these works. Does he expect there to be any overrun on costs, if so where will the funding come from.

Furthermore, in anticipation of a successful conclusion to these works by Mon CC to make the building safe for hand-over, is he aware of an external grants providers that have given firm promises to further the ambitions of ACT."

In the absence of County Councillor Easson, it was agreed that the question would be deferred to a future meeting.

(b) From County Councillor D. Batrouni to County Councillor B. Jones

'A number of residents in my ward are concerned by grass not being picked up after being cut. Could the Council look into having grass cutters that pick up the grass?'

We carry out the collection of grass to MHA OAP sheltered complexes only as this was a directive by MHA.

The actual cutting and collecting of grass clippings takes approximately 2.5 times longer than the usual cut and leave process, this would have massive additional cost implications, not only is the actual cutting a longer process but once the grass has been collected it needs to be firstly loaded into a lorry and then transported to the transfer facility as green waste, this again has additional cost implications.

The cut and collect machinery we utilise within the Sheltered complexes is much smaller and versatile than the machines used to cut our open spaces, parks and verges.

To change the complete mowing fleet to accommodate cut and collect, again would have massive cost implications, the existing tractors/mowers are leased over a 7 year period and these leases are ongoing.'

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(c) From County Councillor D. Batrouni to County Councillor B. Jones

'I have received numerous complaints from residents in Bulwark about cars parking on grass verges. Is the Council considering enforcement measures to ensure people don't park on grass verges in Bulwark or more generally in the county?'

In response, we noted:

'We tend to look at each site and consider on an individual basis however unless the parking is causing a road safety hazard then it is unlikely that we would consider providing measures to restrict such occurrences and although it is possible for Gwent Police to enforce parking on the verge or pavement, then unless these areas are adjacent to on street parking restrictions then it is unlikely that they will take any further action.'

if the local member would like to provide highways with the detail and locations then they can be consider further on a case by case basis and, if possible, addressed where appropriate.'

(d) From County Councillor D. Batrouni to County Councillor G. Howard

'What is his assessment on the amount of burial space left in Undy/Magor Caldicot and Chepstow?'

In response:

'Thanks for the question. Just to remind members that the Council has maintenance responsibilities at closed, full or reserved locations in Monmouth, Abergavenny and Usk; and currently operates open cemeteries for new and existing graves in Llanfoist, Gilwern and Chepstow.'

Members will also recall that no single body has responsibility for providing the service and in parts of the County the burial authority and provision has been supplied by both the Church and at Town Councils, notably Caldicot and Usk. In addition, a private operator offers green burial at a site on the outskirts of Usk town.'

Future burial space is of concern, because whilst there are parts of the County where space, based on longstanding trends, is ample for up to 25 years plus, this is not the case elsewhere. In Chepstow, there are 806 burial plots which should be sufficient for 22 years, with 81 spaces for cremated remains. Likewise in Caldicot, the Town Council cemetery has plots sufficient for around 15 years and I am told that they are investigating testing other land. I understand that St. Mary's Churchyards at Magor and Undy, if not full already, soon will be.'

The provision of burial ground is a tricky issue. A quick trawl through the national media highlights that finding new sites, whether rural or urban in location, is not easy; and space is running out all around the UK. The procedure for extending the site at Llanelly

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Hill took several years and there are many factors that make finding a brand new site and operation very challenging.

For example, a convenient site close to town is one that will be of higher value because of future development potential, a more rural site is likely to have agricultural usage and be more difficult to access. On top of that there are land ownership, acquisition issues and requirements relating to the proximity to watercourses, so do you try to buy that land first or wait to see if it is suitable?

In either case there is a risk, for want of a better phrase, of being held to ransom or a change of mind. So then, if a site is secured, strict environmental legislation means expensive multi-stage testing must follow, which can amount to nothing more than a costly gamble – literally tens of thousands with nothing to show for it at the end. Furthermore, we know that the service runs at a deficit and as I have said before in a report to the Strong Communities Select Committee, to break even would require burial fees to be tripled.

On the 2nd July Cabinet decided not to pursue development of the site at Penallt. The second recommendation of the report, to ask the Strong Communities Select Committee to investigate options and future policy, was written by me and read “with regard to the principle of delivering future burial space, Cabinet acknowledges previous debates at Council, scrutiny and area committees; and concerns about long-term capacity. Cabinet therefore, asks that the Strong Communities Select Committee considers the Council’s options and ways forward for future cemetery provision”. This followed a discussion with the Simon as Chairman, because like colleagues, I recognise that we have to have a wider debate amongst members and plan a realistic way forward, and one that acknowledges the complexity of what we want to achieve. So I am grateful that Simon and the committee were willing to take this piece of work on and at this stage, have nothing further to add Mr Chairman.

The most recent full-year figures for 2011-12 demonstrate that MCC subsidised the cemetery service to the tune of £237,380. Although burial fees and other charges realised £112,126, these would have to be tripled to enable an overall break-even position. By far the largest charge can be attributed to grounds maintenance at £303,636. In effect this means that council taxpayers are subsidising each burial by approximately £1380.’

(e) From County Councillor D. Batrouni to County Councillor B. Greenland

‘Have any representatives from MCC been invited to the international investment conference taking place at the Celtic Manor in November?’

In response:

‘Invites had been issued and there was a requirement to evaluate the added value to the authority for representatives to attend.’

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(f) From County Councillor D. Batrouni to County Councillor P. Hobson

'Is he able to supply the Council with the full details on the manning of Caldicot Fire station over the course of a normal week?'

In response:

'Information would be obtained and passed on.'

The meeting ended at 6.10 p.m.