

# Public Document Pack



Neuadd y Sir  
Y Rhadyr  
Brynbuga  
NP15 1GA

County Hall  
Rhadyr  
Usk  
NP15 1GA

Tuesday, 20 June 2017

**Notice of meeting / Hysbysiad o gyfarfod:**

## **Severnside Area Committee**

**Wednesday, 28th June, 2017 at 10.00 am,  
Innovation House Magor - Room 8 Innovation House Magor**

### **AGENDA**

<b>Item No</b>	<b>Item</b>	<b>Pages</b>
1.	Election of Chair	
2.	Appointment of Vice Chair	
3.	Apologies for Absence	
4.	Declarations of Interest	
5.	Confirm and sign the minutes of the previous meetings	1 - 8
6.	Public Open Forum	
7.	Traffic Control Bollards	
8.	An Update on Caldicot Market	
9.	CCTV Update	
10.	Town Team Update	
11.	To confirm the date and time of next meeting as 27th September 2017 at 10am venue TBC	

**Paul Matthews**

**Chief Executive / Prif Weithredwr**

---

MONMOUTHSHIRE COUNTY COUNCIL  
CYNGOR SIR FYNWY

THE CONSTITUTION OF THE COMMITTEE IS AS FOLLOWS:

County Councillors:

D. Evans  
J. Higginson  
A. Easson  
P.A. Fox  
L. Guppy  
F. Taylor  
A.Davies  
L.Dymock  
J.Watkins

## **Public Information**

### **Access to paper copies of agendas and reports**

A copy of this agenda and relevant reports can be made available to members of the public attending a meeting by requesting a copy from Democratic Services on 01633 644219. Please note that we must receive 24 hours notice prior to the meeting in order to provide you with a hard copy of this agenda.

### **Welsh Language**

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.

# 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
- Maintaining locally accessible services

### 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.

# Nodau a Gwerthoedd Cyngor Sir Fynwy

## Cymunedau Cynaliadwy a Chryf

### Canlyniadau y gweithiwn i'w cyflawni

#### Neb yn cael ei adael ar ôl

- Gall pobl hŷn fyw bywyd da
- Pobl â mynediad i dai addas a fforddiadwy
- Pobl â mynediad a symudedd da

#### Pobl yn hyderus, galluog ac yn cymryd rhan

- Camddefnyddio alcohol a chyffuriau ddim yn effeithio ar fywydau pobl
- Teuluoedd yn cael eu cefnogi
- Pobl yn teimlo'n ddiogel

#### Ein sir yn ffynnu

- Busnes a menter
- Pobl â mynediad i ddysgu ymarferol a hyblyg
- Pobl yn diogelu ac yn cyfoethogi'r amgylchedd

### Ein blaenoriaethau

- Ysgolion
- Diogelu pobl agored i niwed
- Cefnogi busnes a chreu swyddi
- Cynnal gwasanaethau sy'n hygyrch yn lleol

### Ein gwerthoedd

- **Bod yn agored:** anelwn fod yn agored ac onest i ddatblygu perthnasoedd ymddiriedus
- **Tegwch:** anelwn ddarparu dewis teg, cyfleoedd a phrofiadau a dod yn sefydliad a adeiladwyd ar barch un at y llall.
- **Hyblygrwydd:** anelwn fod yn hyblyg yn ein syniadau a'n gweithredoedd i ddod yn sefydliad effeithlon ac effeithiol.
- **Gwaith tîm:** anelwn gydweithio i rannu ein llwyddiannau a'n methiannau drwy adeiladu ar ein cryfderau a chefnogi ein gilydd i gyflawni ein nodau.

This page is intentionally left blank

# Public Document Pack Agenda Item 5

## MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Severnside Area Committee held  
at Bethany Baptist Church - Bethany Baptist Church on Wednesday, 4th January, 2017  
at 10.00 am

**PRESENT:** County Councillors: D Evans (Chair)  
J. Higginson (Vice Chair)  
J. Crook, A. Easson and F. Taylor

**ALSO IN ATTENDANCE:**

Aaron Reeks                                      Caldicot Town Team  
Town Councillor P. Stephens              Caldicot Town Council

**OFFICERS IN ATTENDANCE:**

Deb Hill-Howells                              Head of Community Led Delivery  
Roger Hoggins                                      Head of Operations  
Andy Smith                                        Strategic Investment and Funding Manager  
Paula Harris                                        Democratic Services Officer

**1. Apologies for Absence**

County Councillor P. Watts

**2. Declarations of Interest**

None received.

**3. Confirm and sign the minutes of the previous meeting**

Town Councillor P. Stevens wished for it to be noted in the minutes that an incorrect set of minutes were sent out with the agenda and that his apologies for the last meeting were not noted.

**4. Public Open Forum**

The Committee were joined by residents of the community who wished to discuss local matters.

Calvin Parker asked if Brookside had been surveyed to ascertain what improvement work could have been carried out rather than knock the building down and build new properties. He questioned why the building had been allowed to fall into disrepair and now facilities such as the lift were inadequate.

He was answered by County Councillor J. Higginson that the building had been unfit for purpose for many years and that it no longer met the Welsh Housing standards.

Robert Powell asked about the lack of public awareness of the Severnside Area Committee meeting. County Councillor A. Easson advised that the meeting dates were readily available via

## MONMOUTHSHIRE COUNTY COUNCIL

### Minutes of the meeting of Severnside Area Committee held at Bethany Baptist Church - Bethany Baptist Church on Wednesday, 4th January, 2017 at 10.00 am

the Council website and advertised in the One Stop Shop. Unfortunately, due to cost restraints a door to door leaflet drop was not financially viable.

Owen Davies raised the question of the new housing not providing a 'like for like' provision in terms of OAP care and commented on the lack of options offered at the consultation stage. Robert Powell also commented that there is a real need for OAP provision and that the residents feel they need someone to fight their corner in this respect.

At this point the Chair suggested that a special meeting was called inviting officers from planning, housing and Monmouthshire Housing to attend the meeting to address residents' concerns.

County Councillor Easson spoke of his criticism of the pre-application process.

Mr Derek Hall and Robert Powell spoke of issues with access in the area, with Mr Hall unable to access his hedge and Mr Powell witnessing a gritter lorry unable to treat the road due to parked cars. Mr Powell told the meeting that residents had been asked to park on the pavements to allow access to emergency vehicles, while Mr Owen advised that the Police had warned residents not to do this.

Mr Damian Wade expressed his frustration due to the lack of response to the emails he had sent to MCC planning office in respect of the development.

Rev Hall applauded County Councillor Easson for his work in the community and said the plans for Brookside development needed some minor adjustments.

In answer to resident's concerns the Head of Community Led Delivery confirmed that the MHA houses would be mixed tenure, however MCC have strategic sites that they looking to develop with Melin Homes, not care home accommodation but houses and that MHA will look at the county as a whole.

County Councillor Frances Taylor was concerned that the members of the public weren't aware of the public speaking policy at the planning committee meeting and asked the clerk to email a copy to the interested residents at the meeting so that they were informed.

The Chair spoke of his appreciation of the resident's concerns and resolved to call a public meeting inviting residents, MHA and officers from MCC planning, housing and highways departments to discuss further, date TBC.

#### **5. Area Grants**

Area grants was deferred to allow consideration of late applications.

Andy Smith, the Strategic Investment and Funding Manager visited committee to discuss RDP grant funding which benefit community led groups promoting inclusion.

Andy will send more detailed information to members of the committee and will return to Committee at a future meeting to answer any questions members may have.

#### **6. Town Team Update**



## MONMOUTHSHIRE COUNTY COUNCIL

### Minutes of the meeting of Severnside Area Committee held at Bethany Baptist Church - Bethany Baptist Church on Wednesday, 4th January, 2017 at 10.00 am

We received a Town Team update from Aaron Reeks on various projects.

The Committee noted the project report for Caldicot market and noted the following;

- The project had grown in popularity over the year, culminating in their largest market, the Christmas gift market which featured 33 stalls.
- Running costs were higher during January-June due to the hire of a vehicle and trips to Abergavenny market to collect and use MCC stalls.
- Running costs reduced considerably since the purchase of 10 gazebos.
- The programme of markets for 2017 has been confirmed with bookings already made by stall holders.

The Committee noted the project report for Caldicot Goes Pop! and noted the following;

- The shop had an occupancy rate of 90%.
- It was rented out the equivalent of 35 full weeks.
- Charities received 33 days of free rental.
- 30% of S106 budget was recuperated in the first 4 months of the project.
- The shop has hosted 14 traders with 2 returning.

Other updates included;

- Shoe Fayre – this unit will become an Italian restaurant with building works starting January and opening Easter 2017.
- British Heart Foundation – this unit will become a Domino's Pizza, taking half of the space currently taken by Concorde. London & Cambridge will offer other space to Concorde.
- Morgan's Travel – this unit is currently under offer by an existing local business who are looking to move.
- Penny Barton's is currently the only empty unit.
- The pop up shop no longer has a premises.

The Town Team's Annual General Meeting will take place on Wednesday 18<sup>th</sup> January, 6.30pm at Caldicot Choir Hall followed by a Caldicot In Bloom meeting, members and non-members welcome.

The Town Team presented the Head of Operations with a business plan to take over the maintenance of some of the flower planters in the town centre. After recently cleaning out some of the overgrown planters, a number of drug syringes and a large bladed knife were found. The

## MONMOUTHSHIRE COUNTY COUNCIL

### **Minutes of the meeting of Severnside Area Committee held at Bethany Baptist Church - Bethany Baptist Church on Wednesday, 4th January, 2017 at 10.00 am**

Head of Operations confirmed that a meeting was planned on the 10<sup>th</sup> January 2017 to discuss. The Town Team advised that they were looking for local business advertising/sponsorship to cover the costs of the beds and were looking to introduce new hanging baskets to the town.

Members of the public were unanimous in their support for the Town Team's work & dedication to improving the town and spoke of the fantastic job Aaron and his team were doing.

Town Councillor Stephens voiced an objection to a recent release by the Town Team regarding CCTV cameras and felt it implied that Town Team look after the cameras which is not the case, they are the responsibility of the Town Council and he felt that the Town Council deserved more recognition.

Councillor Eason asked that in light of a recent incident involving the distribution of a leaflet that the Town Team should publish a statement stating they have no affiliation with any political party. The Town Team confirmed were now aware of the issue, it had been dealt with and they would draw up a statement confirming their political neutrality.

A Member of the public, Marie Stephens asked about the disappointment and frustration felt by residents by the lack of progress with the linkage scheme and stressed the dangers of walking in that area of the town. In response we were told that the linkage scheme delays were the responsibility of the landlord London and Cambridge, not MCC and that the work was now finally able to start on the 16<sup>th</sup> January 2017 with approx. 12 weeks construction. Aaron reassured residents that he will document the work and keep residents up to date with the progress.

#### **7. Caldicot Town Centre Maintenance**

The business case was deferred until the meeting on Tuesday 10<sup>th</sup> January 2017.

#### **8. To confirm the date of the next meeting as 29th March 2017**

With a Special Meeting TBC regarding Brookside and Oakley Way.

**The meeting ended at 11.24 am**

# Public Document Pack

## MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Severnside Area Committee held  
at Bethany Baptist Church - Bethany Baptist Church on Wednesday, 25th January, 2017  
at 2.00 pm

**PRESENT:** County Councillors: D. Evans (Chair)  
J. Higginson (Vice-Chair)  
  
J. Crook, A. Easson and J. Marshall

### **OFFICERS IN ATTENDANCE:**

Paula Harris	Democratic Services Officer
Philip Thomas	Development Services Manager
Shirley Wiggam	Senior Strategy & Policy Officer
Nia Morrison	Development Management Officer
Roger Hoggins	Head of Operations

### **ALSO IN ATTENDANCE:**

Karen Tarbox	Monmouthshire Housing Association
Caroline White	Monmouthshire Housing Association
David Morris	Monmouthshire Housing Association
Amy Brine	Monmouthshire Housing Association
Steffan Harries	LRM Planning Consultants

### **1. Apologies for Absence**

County Councillor F. Taylor and P. Watts.

### **2. Declarations of Interest**

In regard to item 3 County Councillor D. Evans declared a non-prejudicial interest as a member of the MCC Planning Committee.

In regard to item 3 County Councillor J. Higginson declared a non-prejudicial interest as a member of the MCC Planning Committee.

### **3. Discussion of the Brookside Development**

The Chair welcomed residents of the locality, officers from Monmouthshire County Council and Monmouthshire Housing Association and their representatives to the meeting to discuss the Brookside development.

Officers from Monmouthshire Housing Association spoke of their general housing stock and the need placed upon it. When asked by a resident regarding their provision for the elderly we were told;

- The demand for property varied greatly with the most demand currently for general needs homes.

## MONMOUTHSHIRE COUNTY COUNCIL

### Minutes of the meeting of Severnside Area Committee held at Bethany Baptist Church - Bethany Baptist Church on Wednesday, 25th January, 2017 at 2.00 pm

- When advised available they would receive an average of 7.6 bids for a property for suitable for the OAPs and 65.8 bids for a non OAP property.
- 33% of their stock was currently for OAPS.
- Monmouthshire Housing Association are currently working with Cardiff University looking at future provision.
- 30% of Monmouthshire Housing Association's bungalows are in the Caldicot area.

Residents voiced their dissatisfaction regarding the consultation process as they felt it was insufficient. Monmouthshire Housing Association answered that all necessary consultation had taken place and that 350 letters were hand delivered to all neighbours impacted by the development.

In answer to question asked about access and the positioning of a footpath by a resident we were told that the footpath will be positioned to provide access and but will be left open as following guidance by Welsh Government and Secure by Design they did not want to create an alleyway.

County Councillor Easson said that he had no objections to the properties but had concerns in respect of traffic management.

A question was asked about the building contractor's vehicles on site and the perceived disruption they would cause the residents. Monmouthshire Housing Association answered that when tendering for contractors they only use those who are part of the 'considerate construction' scheme. They will be required to submit a traffic management plan and will be regularly inspected.

Reverend Hall praised Monmouthshire Housing Association for the project and asked what support will be in place for residents once they move into their new homes, in answer we were told that Monmouthshire Housing Association operate a tenancy support scheme which provides robust support with new residents monitored and helped by the new homes team for the first twelve months of their tenancy. They also offered an employment coaching scheme, advice on domiciliary care and other relevant support.

A resident raised concerns about properties 1&2 which overlooked his bedroom window and hoped that the orientation of the houses could be rotated. An officer from Monmouthshire County Council answered that it was compliant with Development Quality Requirements for social housing which required the distance between properties to have a 21 metre distance for directly facing habitable room windows between existing and new dwellings (living rooms and bedrooms), in this case there is 28 metres.

It was commented that when a new build development took place, money would be given by the developer to fund improvement of the local area and asked if this would this be the case. Monmouthshire Housing Association explained as they are a social housing builder S106 money would not be payable, however they do have an environmental works programme with a separate budget circa £300,000 which they use for community improvements.

The Chair thanked everyone for their attendance and advised the meeting that the development would be submitted to the Monmouthshire County Council's Planning Committee on the 7<sup>th</sup> February 2016 at 2pm.

**MONMOUTHSHIRE COUNTY COUNCIL**

**Minutes of the meeting of Severnside Area Committee held  
at Bethany Baptist Church - Bethany Baptist Church on Wednesday, 25th January, 2017  
at 2.00 pm**

**The meeting ended at 3.35 pm**

This page is intentionally left blank