

**Minutes of the Severnside Area Committee Meeting
held at Room 6, Innovation House, Magor
on Wednesday 5th August 2015 at 10.00 a.m.**

PRESENT: County Councillor D.J. Evans (Chairman)

County Councillors: L. Guppy, R. Higginson, A. Easson and J. Marshall

OFFICERS IN ATTENDANCE:

Mr. C. Phillips	-	Whole Place Officer
Mrs. S. King	-	Senior Democratic Services Officer
Mrs. P Harris	-	Democratic Services Officer

ALSO IN ATTENDANCE:

Mr. F. Rowberry	-	Caldicot Town Council
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1. ELECTION OF CHAIR

We elected Councillor Evans as Chairman.

2. APPOINTMENT OF VICE CHAIRMAN

Appointment of Vice Chairman deferred until next meeting.

3. APOLOGIES FOR ABSENCE

Apologies for absence were received from County Councillors P.A. Fox, F. Taylor and J. Crook.

4. DECLARATIONS OF INTEREST

County Councillor L. Guppy declared a personal non-prejudicial interest pursuant to the Member's Code of Conduct in relation to Whole Place Plan, car parking and Caldicot School, as a L.E.A. Governor of Caldicot Comprehensive School.

County Councillor J. Marshall declared a personal non-prejudicial interest pursuant to the Member's Code of Conduct in relation to the Whole Place Plan and Town Centre Linkage, as an employee of Asda.

County Councillor J. Marshall declared a personal non-prejudicial interest pursuant to the Member's Code of Conduct in relation to Rockfield Farm and Crick Road Redevelopment sites, as a resident of Rockfield Grove and association with residents of Crick Road.

**Minutes of the Meeting of the Severnside Area Committee dated
5th August 2015 - continued**

5. PUBLIC OPEN FORUM

There were no members of the public present.

6. MINUTES OF SEVERNSIDE AREA COMMITTEE

We confirmed and signed the minutes of the Severnside Area Committee meeting held on 22nd April 2015.

7. UPDATE FROM THE WHOLE PLACE OFFICER

Caldicot town centre linkage

We received an update in relation to the Caldicot Linkage Scheme

The Caldicot Linkage Scheme received planning consent on 5th May 2015.

London & Cambridge Properties, across whose property the main walkway access is located, had agreed to act as 'developer' for the project. However, progress to construction stage had not been as quick as hoped, or expected.

A draft legal agreement was issued by MCC to London & Cambridge Properties on 2nd April, which outlined the terms of release of s106 funding to progress the works. No formal response to the draft terms had been received.

The landowner re-assured that they remained fully committed to implementing the linkage scheme, although they stated that progress has been delayed because of :

- a. The need to employ consultants to undertake some detailed design work (to supplement the tendering process) and fulfil new CDM responsibilities.
- b. The need to finalise certain aspects with key stakeholders.

Consultant engineers had now been appointed by LCP (w/c 20th July) with the expectation of finalising documents for tender '*within 3 weeks*'. Consultants had been advised to programme tender and construction works to complete by mid-November, which meant an anticipated works commencement date of late September/early October 2015.

Although the works would be sequenced, it would inevitably impact upon parking availability in the 'Wesley Buildings/Waitrose Car Park' and the landowner had requested assistance from MCC in the form of a temporary adjustment of the Woodstock Way Car Park arrangements to a short stay basis i.e. 60/90 minute short stay for the duration of works.

Members had agreed that a section of the car park be reserved for school staff parking from 1st September 2015, to assist with the forthcoming school redevelopment. Highways indicated that they would not object to the remaining car

**Minutes of the Meeting of the Severnside Area Committee dated
5th August 2015 - continued**

park spaces – 41 in total – being operated on short term basis for a temporary period.

During discussion the following points were noted:

- Delays of project caused by the need to employ a consultant engineer.
- Clarity needed from landlord (London and Cambridge), in relation to availability of parking spaces whilst building ongoing.
- Recognised busy/quiet period using town centre should be identified i.e. Market day. School staff have specific hours, not requiring parking on weekends.
- Importance of keeping public informed, communication needs to take place as soon as possible. Update required from 21st Century Schools Programme Manager.
- Making everyone aware of disruption, which will be inevitable but point raised that disruption needs to be kept to a minimum and everyone affected needs to be notified.

Severnside Programme Board & Caldicot Town Team

The report highlighted projects on going in the area and progress of the Town Team was discussed. Town Councillor Alan Davies had been elected as Chair of the Programme Board. Officer advised Cabinet had approved funding for operating costs.

During discussion the following points were noted:

- The Programme Board had agreed that a sub group would be established to review the current operation of the Programme Board and they would recommend a framework for review of the Severnside Total Place Plan.
- Members were reminded that elected Members were involved as part of the Programme Board.
- The Wi-Fi project had hit some setbacks with Spectrum Internet unable to secure key wayleave agreements from some of the landlords, within the timescales required. Currently in discussion with the Library, although this raised the issue of access to the building.
- In respect to Eisteddfod a Member mentioned that despite the Town Team's efforts a number of businesses felt that they had not been fully briefed on the event and felt they had missed out on the opportunity to have a stall.

**Minutes of the Meeting of the Severnside Area Committee dated
5th August 2015 - continued**

- The Committee felt that the next meeting would benefit from the presence of a Team Time Director.

8. WORK PROGRAMME

We discussed the Severnside Area Committee Work programme and noted the following to be considered by the committee:

- Outcome/response on community governance (to be considered by Council in September 2015)
- Update on 21st Schools – update needed
- Update from events officer
- Whole place and town team

We noted that consultation had commenced in relation to the new M4 relief road and we agreed that a letter should be sent to Welsh Government on behalf of the Committee requesting that consultation was extended to Caldicot and Rogiet.

9. DATE AND TIME OF NEXT MEETING

The next meeting would be held on **Wednesday 21st October 2015 at 10.00am.**
Venue TBC – (Caldicot preferred)

The meeting ended at 12.15pm.