

**CAERWENT COMMUNITY COUNCIL**

Mayfield, Pill Row, Caldicot, Monmouthshire, NP26 5JD

Tel: 01291 424802 Email: clerk@caerwentcc.com

Dear Councillor

You are hereby summoned to attend the

**Annual General Meeting of  
Caerwent Community Council**

**13<sup>th</sup> May 2021, 7.00p.m.**

(by videoconferencing)

Laraine McKeon  
Clerk to the Council

1. **APOLOGIES**
2. **APPOINTMENT OF CHAIR AS PER STANDING ORDERS**  
Chair to sign Declaration of Acceptance of Office on camera
3. **ELECTION OF VICE CHAIR**
4. **DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA**
5. **CHAIR'S ANNOUNCEMENTS**
6. **CONFIRMATION OF MINUTES OF MEETING HELD 8<sup>th</sup> APRIL 2021**  
To note that these have been approved remotely.
7. **APPOINTMENT OF REPRESENTATIVES**  
Council to appoint to representative bodies
8. **ANNUAL REVIEW OF COUNCIL POLICIES:**  
Standing Orders  
Financial Regulations  
Risk Management & Procedures Policy  
Complaints Policy  
Local Resolution Protocol Policy  
Unacceptable Actions of Individuals Policy  
Retention of Documents Policy  
FOI Publication Scheme  
Local Government Pension Scheme Employer Policy  
Health & Safety Policy  
Privacy Notice  
Information & Data Protection Policy  
Social Media & Electronic Communication Policy
9. **COMMUNITY COUNCIL TREE POLICY (K Evans)**  
To consider and approve draft provided
10. **ANNUAL REVIEW OF INSURANCE COVER**  
To approve
11. **POLICE REPORT**  
To note

12. **PLANNING**  
To consider any planning applications received after despatch of agenda  
  
To note monthly enforcement list from MCC  
  
To note appeal re 2020/01858 Lingfield, Five Lanes, Caerwent
13. **RE-OPENING OF VILLAGE HALL AND COMMUNITY CENTRE**  
To note latest WG ruling regarding re-opening
14. **FUTURE FACE TO FACE COMMUNITY COUNCIL MEETINGS**  
To consider and adopt Risk Assessment document
15. **PROPOSED COMMUNITY SURVEY**  
To note minutes of Working Group held 28<sup>th</sup> April and make any recommendations
16. **TREWEN PLAY AREA IMPROVEMENT PROJECT (M Beattie)**  
To consider the transfer and any costs involved in relocating the Highmoor Hill phone box to Trewen.
17. **CAERWENT PLAY AREA**  
To consider quote of £145 to remove moss/algae and repair safety surface.
18. **TO RECEIVE REPORTS**  
Clerk's Report  
Social Media Report  
Play Areas Inspection Report  
Embrace Nature Report
19. **FINANCE**  
To consider balances/payment and approval as per finance schedule dated May 2021
20. **CORRESPONDENCE**  
Caerwent Training Area noisy activity notice  
One Voice Wales training courses  
MCC – establishment of an all-through school in Abergavenny  
Gavo survey  
Various grant information
21. **REPRESENTATIVES REPORTS**  
To note any verbal reports
22. **HIGHWAYS/RIGHTS OF WAY**  
  
**TRAFFIC SITUATION IN CAERWENT VILLAGE (AM SPOONER)**  
To consider the parking situation from the crossroads to the cenotaph where at times vehicles have difficulty in navigating, which in turn can be a safety issue for pedestrians.  
  
Councillors to report any issues.
23. **ITEMS FOR NEXT MEETING**