

CHEPSTOW TOWN COUNCIL

**The Gatehouse, High Street, Chepstow NP16 5LH
Tel. 01291 626370 Email: admin@chepstow.co.uk**

7th December 2023

Dear Councillor

You are hereby summoned to attend the Ordinary meeting of the **Environment and Amenities Committee** of Chepstow Town Council to be held in the Council Chamber and via Zoom remote meetings: Join Zoom Meeting <https://zoom.us/j/7344109571> on **Wednesday 13th December 2023 at 7.00pm**, for the purpose of transacting the following business:

Members are reminded that they attend this meeting under the provisions of the Town Council's Code of Conduct

Yours faithfully,



Lucy Allen
TOWN CLERK

AGENDA

30. Declarations of Interest in Items on the Agenda.

[Declarations of Interest form](#) attached for completion and return to the office. Interests may also be declared at any point in the meeting if the need arises.

31. To Suspend Standing Orders

31.1 Public Open Forum (15 minutes at the discretion of the Chair)

Members of the public are invited to address the Council in relation to items on the agenda. A member of the public shall not speak for more than 5 minutes unless directed by the Chair. A question shall not require a response at the meeting nor start a debate on the question. The Chair may direct that a written or oral response be given.

32. Minutes

To approve the [Minutes of Environment and Amenities Committee meeting held on Wednesday, 13th September 2023](#).

33. Matters Arising

To receive the [report on matters arising from the minutes](#), for information only.

34. Projects Report

To receive the [update report on Environment & Amenities Projects](#) and consider the following:

34.1 Orchards – project number 5b

The confidential report, prepared by the Clerk, regarding ongoing support for the Community Orchards.

34.2 Town Planters – project number 5c

A sustainable approach to planting for next year (e.g. type of plants, who will plant, etc.).

34.3 E-bikes – project number 8a and 8b

A verbal update on Transitions Chepstow's e-bike project and discussions held with Como (Community Mobility UK) about a feasibility study and, if appropriate, consider next steps.

34.4 Community Bus Services – project number 10

The [report, prepared by the Community Projects Officer, on Community Bus Services](#) and, if appropriate, consider any next steps.

35. Pollinator Areas

Expanding the areas for pollinator beds in open spaces as referred by Full Council at its meeting on 27th September 2023 – *minute ref 79.4a*.

36. Carbon Reduction Committee

To reconsider the [Terms of Reference for the Carbon Reduction Committee](#) deferred from Full Council at its meeting on 25th October 2023.

37. Bus Station Accessibility

The response from [Monmouthshire County Council regarding the marking up of bus and coach bays at the Bus Station](#).

38. Monmouthshire Local Area Energy Plan (LAEP): Public Engagement Survey

A response to the [Monmouthshire Local Area Energy Plan \(LAEP\): Public Engagement Survey](#) – closing date 31.12.23

39. Thornwell School Grounds Project

The [report prepared by Cllr T Griffiths, regarding Thornwell School Grounds](#).

40. Correspondence:

40.1 Chepstow Events Team – To consider [correspondence received regarding event support for 2024](#).

40.2 Chepstow Walkers are Welcome – To consider [correspondence received regarding signposting at Chepstow Railway Station](#).

40.3 The Dell Water Fountain – To consider [correspondence received regarding the works at The Dell to refurbish the Water Fountain](#).

41. Town Floral Displays

To consider the colour scheme for the Town's floral displays for summer 2024 noting the contractor's advice to avoid trailing petunias/ surfinia due to the weather; instead to consider planting begonias in the baskets for environmental savings in watering.

42. Projects for 2024/25

To review, consider and prioritise projects for the financial year 2024/25.

43. Items for Next Meeting

44. Date of Next Meeting

To confirm that the next meeting of the Environment and Amenities Committee will be held at 7pm on Wednesday, 13th March 2024 in the Council Chamber and via Zoom.