



20th September 2024

Dear Councillors,

You are hereby summoned to attend a **Meeting of Full Town Council** of Caldicot Town Council in **Caldicot Town Council Building, Sandy Lane** to be held on **Wednesday, 25th September 2024 at 6:30 p.m.**

The meeting will be conducted in a Hybrid fashion both at the Council Offices and remotely online through Microsoft Teams. This is carried out in accordance with the Local Government and Elections Act (Wales) 2021.

If anyone wishes to access the meeting remotely then they should contact the Town Council for the link.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Mark Tredwin', with a long horizontal line extending to the right.

Mark Tredwin
Town Clerk to the Council

Agenda

1. Welcome

The Chair will welcome everyone to the meeting.

2. Apologies for Absence

Members are asked to receive apologies of absence for this meeting.

3. Declarations of Interest

Members are asked to receive Declarations of Personal or Prejudicial Interests declared by Members on items under consideration on this agenda.

4. Public Question Time and Participation

Members of the public are advised that they are welcome to ask questions about items on the agenda. It is not always possible to give a verbal response at the meeting and questions may receive a written response. No resolution can be made under this item.

Questions should relate to matters of Town Council policy or practice and not relate to the individual affairs of either the questioner or any other named person.

5. Minutes

The Town Mayor will identify the following appended minutes and invite the Committee Chairs to present recommendations that they would like the Council to confirm.

Members are asked to confirm the recommendations contained therein:

- i) Minutes of Full Town Council Meeting held on Wednesday 31st July 2024

Copy attached Appendix A

- ii) Minutes of Planning & Resources Meeting held on Tuesday 5th September 2024

Copy attached Appendix B

- iii) Minutes of Allotments Committee Meeting held on Friday 13th September 2024

Copy attached Appendix C

- iv) Minutes of Town Council Building Working Group Meeting held on Friday 13th September 2024

Copy attached Appendix D

6. Reports from Monmouthshire Councillors

Members are asked to receive a verbal report from the Monmouthshire Councillors on matters pertaining to Monmouthshire Council and those relevant to Caldicot Town Council.

7. Report from Gwent Police

Members are asked to receive a written report from Gwent Police on matters pertaining to Caldicot.

Copy attached Appendix E

8. Schedule of Payments Report

For Members to agree the Schedule of Payments for the period 27th July to 19th September.

Copy attached Appendix F

9. Potential Placemaking Report

To provide members with an update from the recent Potential Placemaking meeting held in Caldicot.

Copy attached Appendix G

10. Co-option Policy

For members to consider a co-option policy ahead of the October Co-option item on the Full Council Meeting.

Copy attached Appendix H

11. Naming of Council Building Rooms

Members to consider a proposal to name the Town Council's Rooms.

Copy attached Appendix I

12. WW2 Anti-Aircraft Gun Emplacement

To consider marking the efforts of local residents at a former Anti-Aircraft emplacement.

Copy attached Appendix J

13. Date of Next Meeting

Members are asked to note that the next meeting of Full Town Council is scheduled to be held on Wednesday 23rd October 2024.

14. EXCLUSION OF PUBLIC AND PRESS

RECOMMENDED That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded, and they are instructed to withdraw, due to the nature of the business about to be transacted which is considered to be prejudicial to the public interest.

COMMITTEE IN PRIVATE SESSION

15. Bowling Club Hedge

Members are asked to consider the attached report.

Copy attached Appendix K