



24th October 2025

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, 29th October 2025** 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. The meeting may be recorded and uploaded to the web. If anyone wishes to access the meeting remotely via Microsoft Teams, they can do so using the following information:

Click [HERE](#) to join the meeting

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Mark Tredwin', is written over a light grey horizontal line.

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 **RESOLVE** to accept recommendations contained therein and to **NOTE** Committee and Working Group minutes:

- i) Minutes of Cemetery Working Group Meeting held Wednesday 17th September 2025
- ii) Minutes of Full Town Council Meeting held on Wednesday 24th September 2025
- iii) Minutes of Grants Committee Meeting held on Tuesday 7th October 2025
- iv) Minutes of Full Town Council (Planning and Resources) Meeting held on Tuesday 14th October 2025
- v) Minutes of Personnel Committee Meeting held on Friday 17th October 2025

6. Reports from Monmouthshire County Councillors

A report from Members of Monmouthshire County Council (MCC).

7. Report from Council Governor Representatives

Written reports from each of the Governor Representatives.

8. Report from Gwent Police

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

9. Draft Annual Remuneration Report 2026–27

Members to consider the report outlining the Democracy and Boundaries Commission Cymru's proposed determinations on the remuneration, expenses, and benefits for elected and co-opted members.

10. Lock for Sandy Lane Allotment

Members to reconsider a lock for Sandy Lane.

11. Commonwealth War Grave at Dewstow

To consider the offer of a Plaque for the War Grave located in Dewstow Cemetery.

12. Planters in Caldicot Town Centre and its immediate environment

Members to discuss concerns around the ownership and maintenance of planters in and around Caldicot.

If any members wish for an item to go to Exempt business due to 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 while members consider this item in accordance with the Public Bodies (Admission to Meetings) Act 1960.

13. Date of Next Meetings

Members are asked to note that the next meeting of Full Town Council is scheduled to be held on Wednesday 29th October 2025 at 18:30 p.m.

The Environmental and Climate Change Working Group is scheduled to be held on Tuesday 4th November at 15:30 p.m.

The next meeting of Full Town Council (Planning and Resources) is scheduled to be held on Tuesday 11th November 2025 at 18:30 p.m.

Other meetings will be held during the course of the next month and Members will be notified of these ahead of the meeting.

14. EXCLUSION OF PUBLIC AND PRESS

To move that under Section 1, Paragraph 2 of The Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for this item of business in view of the likely disclosure of confidential matters about information relating to an individual, and information relating to the financial or business affairs of any particular person, within the meaning of paragraphs 1 and 8 of schedule 12A to the Local Government Act 1972 (see Section 1 and Part 1 of Schedule 1 to the Local Government (Access to Information) Act 1985), as amended by the Local Government (Access to Information) (Variation) Order 2006.

COUNCIL IN PRIVATE SESSION

15. Members may consider items that should be taken into exempt business