



20th March 2026

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 March 2026 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 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', with a long horizontal flourish 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 for 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. The designated period of time for speaking is **15 minutes** and a member of the public shall not speak for more than **2 minutes**.

5. Minutes

The Chair 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 note and confirm the recommendations contained therein:

- i) **Minutes of Cemetery Working Group Meeting held on Monday 2nd February 2026**
- ii) **Minutes of Full Town Council (Planning and Resources) Meeting held on Tuesday 10th March 2026**

6. Reports from Monmouthshire County Councillors

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

7. Report from Council Governor Representatives

A **written** report 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. Financial Regulations

For members to consider a final draft of the Financial Regulations in preparation for the new Governance Year and to comply with legislation.

10. Internal Auditors Report

Members to consider the contents of the internal auditor's report.

11. Caldicot Town Council's Investment Strategy

For members of the council to consider how it wishes to allocate its finances in a way that maximises its potential whilst at the same time minimising its risks.

12. Asset Register Report

To inform members of the additions and deletions from the asset register.

13. Risk Report

For members to be updated on the risk register.

14. Allotment Tenancy Agreement

Members are asked to consider the agreement for the year 2026-2027.

15. Additional Soil Sensors for use in schools and Allotments

Following installation of the Gateways and soil sensors in Caldicot, members to consider the purchase of additional sensors for schools and the allotments.

16. Memorial Wall Contract *

Members to consider quotations for the memorial wall at Dewstow.

17. Cemetery Hedgerow *

To discuss and agree costing/quote received for 20 metre basic post and wire fence and hedgerow.

18. Date of Next Meeting

Members are asked to note that the next meeting of Full Town Council (Planning and Resources) is scheduled to be held on **Tuesday 14th April 2026**.

19. 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

20. Memorial Wall Contract

Members to consider quotations for the memorial wall at Dewstow.

21. Cemetery Hedgerow

To discuss and agree costing/quote received for 20 metre basic post and wire fence and hedgerow.