



7th May 2026

Dear Councillors,

You are hereby summoned to attend a **Meeting of Full Town Council (Planning and Resources)** of Caldicot Town Council in **Caldicot Town Council Building, Sandy Lane** to be held on **Tuesday 12th May 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', written over a 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. 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 confirm the recommendations contained therein:

- i) **Minutes of Full Town Council Meeting held on Wednesday 29th October 2025**
- ii) **Minutes of Personnel Committee Meeting held on Tuesday 24th March 2026**
- iii) **Minutes of Full Town Council Meeting held on Wednesday 29th April 2026**
- iv) **Minutes of Personnel Committee Meeting held on Wednesday 6th May 2026**

6. Planning

Plans may be viewed prior to the meeting at <https://www.monmouthshire.gov.uk/view-planning-applications>

i) **Planning Applications for consideration:**

Members are asked to consider the planning applications received:

- **DM/2026/00457:** Conversion of side garage and raising of garage flat roof. 25 Linnet Road, Caldicot, NP26 5DJ
- **DM/2025/00736:** New Garage and Driveway to make additional parking as no parking on the street. 5 Troddi Close, Caldicot, NP26 4PW

ii) **MCC Approved Planning Applications:**

Members are asked to note that the following planning applications have been approved:

- **DM/2026/00131:** Removal of outbuilding and construction of side extension. 36 Green Lane, Caldicot, NP26 4HD
[FTC (P&R) Approved – 10.03.26]
- **DM/2026/00223:** Extension to existing first floor dormers. 13 Kestrel Close, Caldicot, NP26 5RA
[FTC (P&R) Approved – 10.03.26]
- **DM/2026/00262:** Front single storey extension. 171 Newport Road, Caldicot, NP26 4AE
[FTC (P&R) Approved – 14.04.26]

iii) **MCC Withdrawn Planning Applications:**

Members are asked to note that the following planning applications have been withdrawn:

- **DM/2025/01368:** Demolition of existing garage and the construction of 1no dwelling with parking and associated works. 20 Alianore Road, Caldicot, NP26 5DF
[FTC (P&R) Refused – 09.12.25]

7. SLA Payment to Caldicot Events Committee

Members are asked to consider the first payment of the Service Level Agreement to Caldicot Events Committee.

8. Place and Growth Investment Fund

To update Members on the Monmouthshire County Council Place and Growth Investment Fund and seek approval for promotion, engagement and exploratory consideration of potential opportunities.

9. Town Centre Environment Improvement Working Group

Members are asked to consider the establishment of a Town Centre Environment Improvement Working Group to support and develop improvements to planting areas, planters and wider environmental presentation within Caldicot Town Centre.

10. Staffing Matter

To be considered under exempt business due to staffing confidentiality.

11. Date of Next Meeting

Members are asked to note that the Annual Meeting of Full Town Council is scheduled to be held on Wednesday 20th May 2026 at 6:00 p.m.

12. 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

13. Staffing Matter

To ratify the appointment of Deputy Town Clerk/Responsible Financial Officer.