



4th December 2025

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 9th December 2025 at 18:30 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', is 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.

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 and to note the minutes of Committees and Working Groups:

- i) **Minutes of Personnel Committee Meeting held on Thursday 6th November 2025**
- ii) **Minutes of Full Town Council (Planning and Resources) Meeting held on Tuesday 11th November 2025**

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/2025/01387:** Proposed Single Storey Extensions to Side and Front and associated alterations. 17 Ebbw Road, Caldicot, NP26 4PR
- **DM/2025/01455:** Proposed Rear Extension. 20 Churchfield Avenue, Caldicot, NP26 4ND
- **DM/2025/01368:** Planning Permission Demolition of existing garage and the construction of 1no dwelling with parking and associated works. 20 Alianore Road, Caldicot, NP26 5DF

ii) **MCC Approved Planning Applications:**

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

- **DM/2025/01173:** First floor extension and garage conversion. 73 Wentwood View, Caldicot, NP26 4QH
[P&R Approved - 14.10.25]
- **DM/2025/01068:** I am proposing to build an insulated, habitable garden room with shower and toilet. 5 Castle Gardens, Caldicot, NP26 4QP
[P&R Approved – 14.10.25]
[P&R Noted – 11.11.25]

Members are asked to note that the following planning applications have been **approved, subject to S106**:

- **DM/2025/00514:** Demolition of existing garage and erection of two storey detached dwelling, car parking and associated works. 11 Kestrel Close, Caldicot, NP26 5RA
[P&R Deferred – 13.05.25]

7. Police Report November 2025

Members to note the Police report.

8. Street Cleaning Agreement – Annual Payment

Members to agree the Annual Street Cleaning Payment as per the Service Level Agreement and to hear a progress update from MCC Officers.

9. Community Council Precept Report

Members to decide the frequency of the Precept Payment for 2026-2027.

10. Allotment Grant Report

Members to be updated on the award of an Allotment Grant.

11. Town Clerk's Statement of Internal Control 2025-26

Members to note the Clerk's statement.

12. Proposed Future Energy Llanwern Solar Project

Members to consider the Consultation Report.

13. Community Garden Update

Members to be updated on the Community Garden.

14. 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 13th January 2026.

Members are asked to note that an informal Placemaking meeting is scheduled to be held on Tuesday 16th December 2025 at 10:00 a.m.

Members are asked to note that the next meeting of Cemetery Working Group is scheduled to be held on Wednesday 17th December.

15. 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

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