



9th October 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 14th October 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 which will be uploaded to YouTube.

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 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 Personnel Committee held on Friday 3rd October 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/2025/01173:** First floor extension and garage conversion. 73 Wentwood View, Caldicot, NP26 4QH
- **DM/2025/01068:** I am proposing to build an insulated, habitable garden room with shower and toilet. 5 Castle Gardens, Caldicot, NP26 4QP
- **DM/2025/01273:** Multi Use Path. Caldicot Castle Country Park, Chepstow Road, Caldicot

ii) MCC Approved Planning Applications:

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

- **DM/2025/00452:** Demolition of existing lean-to side extension and garden store, and erection of new single storey extensions to provide new porch / entrance arrangement, utility room and garage as part of refurbishment works aimed at improving accessibility. Works to include new rendered external wall insulation system, replacement windows and roof covering to improve thermal performance. Careg Wen, 11 Dewstow Road, Caldicot, NP26 4AG

[P&R Approved – 15.04.25]

- **DM/2025/00521:** Reconsultation. Creating a vehicular access over the footpath, adjacent to Newport Road B4245. Ty Pwll Ffynnon, 3 Green Lane, Caldicot, NP26 4HB

[FTC (P&R) Approved - 09.09.25]

7. Grants Meeting award Recommendations

For members to agree the award of the Grants discussed at the Grants meeting on Tuesday 7th October.

8. Staffing update

Members to be provide with a confidential verbal update on staffing matters.

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.

9. Date of Next Meeting

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

Members may consider items that should be taken into exempt business

10. 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.

11. Item 8 - Staffing update

Members to be provide with a confidential verbal update on staffing matters.