



4th September 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 September 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 Full Town Council Meeting held on Wednesday 30th July 2025**
- ii) **Minutes of Full Town Council (Planning and Resources) Meeting held on Tuesday 12th August 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/2025/00521:** Re-consultation. Creating a vehicular access over the footpath, adjacent to Newport Road B4245. Ty Pwll Ffynnon, 3 Green Lane, Caldicot, NP26 4HB

ii) **MCC Approved Planning Applications:**

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

- **DM/2025/00460:** Splitting the property into 2 self-contained units, with separate amenities. This includes internal partitions, division of amenities and separate access points. Small rear infill extension. 17 Denny View, Caldicot, NP26 5LS
[P&R Approved - 13.05.25]
- **DM/2025/00548:** Change of use application; changing existing first floor domestic accommodation to 4no letting rooms. 64 Church Road, Caldicot, NP26 4HW
[FTC (P&R) Approved - 10.06.25]
- **DM/2025/00845:** Single storey rear flat roof extension. 20 Osprey Drive, Caldicot, NP26 5RL
[FTC (P&R) Approved – 08.07.25]
- **DM/2025/00893:** Change of use from commercial to 2 dwellings. Hughes Isaac & Co, 86 Newport Road, Caldicot, NP26 4BR
[FTC (P&R) No Comment – 12.08.25]

7. Defibrillators in Caldicot

For members to consider adopting the defibrillator at Caldicot Rugby Club.
To agree the specific defibrillator to be installed at St Mary's Church Hall.

8. Royal British Legion Grant Request

The Royal British Legion are asking for a grant to assist them with the replacement of their Banner which will be used at both the UK Festival of Remembrance at the Royal Abert Hall, The Wales National Festival of Remembrance at the ICC Celtic Manor as well as the Caldicot Town Remembrance Service.

9. Annual ROSPA Reports

The reports cover both the Play Area and the Outdoor Gym Equipment for the King George V Playing Fields.

10. Date of Next Meeting

Members are asked to note that the next meeting of Full Town Council is scheduled to be held on Wednesday 24th September 2025.

A Christmas Lights Working Group is intended to take place on Wednesday 10th September 2025.

11. 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.

Members may consider items that should be taken into exempt business