

## CALDICOT TOWN COUNCIL

### Minutes of adjourned Extraordinary Full Town Council held upon the rise of the Extraordinary Full Town Council at 18:30p.m. on Tuesday, 30<sup>th</sup> April 2024 at Caldicot Room Suite 3, Castlegate Business Park

**Present:** Cllr M Mitchell – Town Mayor

Cllr J Bond

Cllr W Conniff

Cllr A Easson

Cllr R Grumbach

Cllr A Lewis

Cllr A Mayo

Cllr IR Shillabeer

Cllr M Stevens

Cllr P Strong

Cllr J Woodfield

**Also present:** L Gillespie – Deputy Clerk

L Wallington – Admin

A Wilson – Locum Clerk

#### 10979 Welcome

The Town Mayor welcomed everyone to the meeting.

#### 10980 Apologies for Absence

**RESOLVED** to note that apologies were received from:

- Cllr F Rowberry – personal commitment
- Cllr W Sage – personal commitment
- Cllr R Wilsher - personal commitment

#### 10981 Declarations of Interest

Cllr J Bond and Cllr A Easson declared personal non-prejudicial interests as members of the Monmouthshire County Council Planning Committee.

#### 10982 Public Question Time and Participation

No members of the public in attendance.

#### 10983 Finance

- i) Members are asked to consider and confirm the attached payment schedule.

**RESOLVED** to approve subject to the following amendments:

- Transaction no. 20995 – “April to March” instead of “April to October”

- ii) Members are asked to note the verbal update on the Allotment Support Grant

Deputy Clerk provided Members with a verbal update. Members were informed that £12,094.00 has been granted from MCC.

**RESOLVED** to note the verbal update on the Allotment Support Grant.

## 10984 Planning

- i) **Planning Applications for consideration:**

**DM/2024/00258:** Change of use from Class A2 (Financial and Professional) to a mixed used comprising Class A1 and A3 uses. 6 Wesley Buildings, Newport Road, Caldicot, NP26 4LY

Members noted that the planning application reference number is the same as the application prior.

**RESOLVED** to approve.

- ii) **MCC Approved Planning Applications**

Members noted the following approved planning applications:

**DM/2024/00151:** The project proposes updates to the façade of Holman House. The proposal is only related to the external face and associated areas. Holman House, 36-38 Newport Road, Caldicot, NP26 4BQ

• **DM/2024/00163:** New signage and lighting to replace existing as per visual supplied. The Haywain, 34 Sandy Lane, Caldicot, NP26 4NE

• **DM/2024/00095:** Single storey wrap around extension. 12 Castle Gardens, Caldicot, NP26 4QP

• **DM/2024/00109:** Single-storey rear extension to provide Dining Room, Utility and Shower Room. Enlargement of existing dormers. Alterations to previously converted attached garage including raising the height of the flat roof. Erection of a detached garage within the curtilage. 14 Kestrel Close Caldicot, Monmouthshire NP26 5RA

• **DM/2024/00204:** Dormer loft extension with gabled roof. 9 Wentwood View, Caldicot, NP26 4QG

• **DM/2024/00263:** To change the use of the building from the existing A3 cafe/shop, to a D1 children's day nursery. Ladybird Craft Centre 62 - 64 Newport Road, Caldicot, NP26 4BR

• **DM/2022/00701:** Erection of single 2 storey, 2 bed dwelling, demolition of existing garage to facilitate parking provision. 22 Shakespeare Close, Caldicot NP26 4LN

## **10985 Any new matters relating to the town not included elsewhere on the agenda**

Members were informed that due to time constraints, urgent items need to be added to the confidential session and would be considered infra.

**RESOLVED** to approve.

Members were provided with an update regarding Item 12 i) Members Item of Business from Full Town Council on Wednesday, 24<sup>th</sup> April 2024. Members noted that the item in question, Caldicot 50<sup>th</sup> Anniversary Festival bunting, is one hundred percent recyclable.

## **10986 Date of next meeting**

**RESOLVED** to note the next meeting will be the Annual Meeting of Caldicot Town Council, scheduled to be held on Wednesday, 22nd May 2024, and the Full Town Council meeting of Caldicot Town Council, scheduled to be held on Wednesday 29th May 2024.

## **10987 Exclusion of Press and Public**

*Resolved By virtue of The Public Bodies (Admission to Meetings) Act 1960, the press and public are excluded from discussions on the following item on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.*

## **COUNCIL IN PRIVATE SESSION**

### **10988 Allotments**

#### **i) Allotment Tenancy Agreement**

Members received a verbal report from Admin.

**RESOLVED** to approve the Allotment Tenancy Agreement 2024.

#### **ii) Allotment Inspection Checklist**

Members received a verbal report from Admin.

**RESOLVED** to approve the Allotment Inspection Checklist.

## **10985 Any new matters relating to the town not included elsewhere on the agenda**

Members were informed that due to time constraints, urgent items need to be added to the confidential session.

Additional items considered during confidential session:

- Dewstow Cemetery

**RESOLVED** to approve for Deputy Clerk to obtain costings for anti-vandalism paint and proceed with the optimal outcome.

**RESOLVED** to approve the headstone, subject to dimension restrictions not exceeding that of a cremation tablet and elevation of headstone not exceeding ground level.

**RESOLVED** to approve Dewstow Cemetery policy at a future date.

**RESOLVED** to refuse assurance of the consistent appearance of Dewstow Cemetery.

- Town Council Building

**RESOLVED** to approve the installation of a timber balustrade detail, up to the value of and including £460.00 plus VAT. Cllr J Bond would like it noted that they objected to the proposal, as they had reservations over health and safety concerns of the structural integrity of the timber balustrade.

**RESOLVED** to approve the installation of PVC external doors.

**RESOLVED** to approve work for the installation of three drainage chambers, up to the value of and including £2,370.00 plus VAT.

Meeting ended at 20:50 p.m.

Signed ..... Date .....

**Town Mayor**