

CALDICOT TOWN COUNCIL

Minutes of Extra Ordinary Full Town Council Meeting held at 18:30 p.m. on Tuesday, 14th January 2025 at the Caldicot Town Council Building, Sandy Lane, Caldicot NP26 4NA

Present: Cllr M Mitchell – (Chair)
Cllr F Rowberry – (Deputy Chair)
Cllr W Conniff
Cllr A Easson
Cllr RJ Higginson (arrived at 18:52 p.m.)
Cllr A Mayo
Cllr G Owen
Cllr IR Shillabeer
Cllr P Strong

Also present: M Tredwin – Town Clerk
L Wallington – Administrator
Member of the Public x1

171/2024-25 Welcome

The Chair welcomed everyone to the meeting.

172/2024-25 Apologies for Absence

RESOLVED to receive apologies of absence from Cllr J Bond, Cllr R Grumbach, Cllr R Wilsher, Cllr J Woodfield.

173/2024-25 Declarations of Interest

Cllr A Easson declared a personal non-prejudicial interest relating to Item 6) Planning, as a member of the Monmouthshire County Council Planning Committee.

Cllr A Mayo declared a personal prejudicial interest relating to Item 6) Planning, as an individual residing in close proximity to one of the planning applications.

174/2024-25 Public Question Time and Participation

There were no questions received from members of the public.

175/2024-25 Minutes

RESOLVED to approve the following minutes / notes and the recommendations contained therein:

- i) Minutes of Full Town Council Meeting held on 27th November 2024
Proposed by Cllr IR Shillabeer, seconded by Cllr G Owen.
- ii) Minutes of Planning and Resources Committee Meeting held on 10th December 2024
Members approved the minutes as the meeting was an Extra Ordinary Full Town Council meeting incorporating Planning and Resources.
Proposed by Cllr W Conniff, seconded by Cllr G Owen.
- iii) Minutes of Extra Ordinary Full Town Council Meeting held on 17th December 2024
Proposed by Cllr IR Shillabeer, seconded by Cllr G Owen.

RESOLVED to note the following minutes / notes and the recommendations contained therein, subject to the following amendments:

iv) Minutes of Finance Committee Meeting held on 18th December 2024

Amendment: To amend “*Members were informed that although Monmouthshire County Council manages Birbeck Park...*” to include “*Members were informed that Monmouthshire County Council do not manage Birbeck Park. Members acknowledged the park is held on a peppercorn lease from MCC and MCC perform safety checks as with other parks in the locality.*”

176/2024-25 Planning

i) **Planning Applications for Consideration:**

- **DM/2024/01502:** Single storey rear extension and roof conversion to form new room. 91 Newport Road, Caldicot, NP26 4BS

Members **RESOLVED** to **recommend** support to approve the application **DM/2024/01502**.

Proposed by Cllr M Mitchell, seconded by Cllr F Rowberry.

- **DM/2024/01199:** Change of use from funeral directors at ground floor and first floor flat to a 6 bedroom, 6 person house in multiple occupation (C4 Use). 90 Newport Road, Caldicot

Cllr A Mayo declared a personal prejudicial interest and remained in the meeting to provide information to Members. Cllr A Mayo did not participate in the vote.

Members considered the concerns regarding rear access and parking. Members were informed that there would be no rear access for residents of 90 Newport Road if the neighbouring property is parked on their land.

Members expressed concerns regarding the maintenance of the drainage systems and overload on the existing sewage system.

Members were informed that Monmouthshire County Council Planning Committee scheduled a site visit on 13th January 2025, informing that Caldicot Town Councillors should be present at 11:40am. Five Caldicot Town Councillors arrived at the site location at 11:30am and the site visit had almost concluded. Members were informed from those Members who attended the site visit that their opinions were not considered and left at the end of the site visit feeling they had been treated unprofessionally.

Members were informed that the office did not receive the consultee letter until 13th December 2024.

Members also considered the number of allocated parking spaces for the number of bedrooms within the property and expressed concern that it does not meet the requirements.

Members **RESOLVED** to **recommend** support of the **refusal** of application **DM/2024/01199**, and to write to Monmouthshire County Council asking for the application to be deferred to the next MCC Planning Committee meeting, stating the concerns outlined herein.

Proposed by Cllr G Owen, seconded by Cllr F Rowberry.

- **DM/2024/01505:** Single storey extension to the front of semi detached house for shower room including WHB and WC. 8 Ash Grove, Caldicot, NP26 4NG

Members **RESOLVED** to **recommend** support of the **approval** of application **DM/2024/01505**.

Proposed by Cllr F Rowberry, seconded by Cllr G Owen.

- **DM/2025/00010:** Proposed rear extension and re-build garage. 90 Chepstow Road, Caldicot, NP26 4HZ

Members **RESOLVED** to **recommend** support of the **approval** of application **DM/2025/00010**.

Proposed by Cllr F Rowberry, seconded by Cllr G Owen.

ii) **MCC Approved Planning Applications:**

Members **RESOLVED** to note the following approved planning applications:

- **DM/2024/01180:** Single Storey Side extension. 4 Oakley Close, Caldicot, NP26 4DZ
- **DM/2024/01279:** Construction of side facing dormer. 119 Castle Lea, Caldicot, NP26 4PL

177/2024-25 To Approve the Budget

Members were informed that projects are not decided or finalised, the inclusion of projects is only for allocation of monies to organise projects. Members acknowledged that provisions for projects need to be created to enable Caldicot Town Council to improve and enhance Caldicot over time.

Members considered the recommendation of Budget Proposal Option Four following the Finance Committee Meeting held on 18th December 2024. Members were informed that Budget Proposal Option Four is as follows:

- Precept: £491,830
- Overall Precept Increase: £39,940
- Percentage Overall Increase: 8.84%
- Residents Increase: 8.76%
- Monthly Increase: £0.79
- Weekly Increase: £0.18

Members **RESOLVED** to approve a Precept of £491,830.00 for the Financial Year 2025-2026. Proposed by Cllr W Conniff, seconded by Cllr G Owen. Eight Members voted for, one abstained.

Members considered the recommendations of the new Charging Policy for 2025-2026, following the Finance Committee Meeting held on 18th December 2024. Members were informed that the recommendations are as follows:

- Town Council Building
 - To allow free room hire to volunteer and charity groups.
 - To charge room hire to community groups that receive financial assistance.
 - To allow at the discretion of the Officers if room hire is charged per hour or per set booking.
 - To charge £15.00 for community groups and £30.00 for business organisations.
- Dewstow Cemetery
 - To increase Opening New Double Grave by £100.00, Opening New Triple Grave by £200.00, and to increase all charges by 10.00%.

- Sandy Lane, Oakley Way and KGVPF Allotments
 - To increase all charges by 10.00% for 2026-27.

Members **RESOLVED** to approve the Charging Policy for the Financial Year 2025-2026.
Proposed by Cllr W Conniff, seconded by Cllr A Easson.

Members thanked Officers for their work.

178/2024-25 Date of Next Meeting

Members **RESOLVED** to note the date of the next meeting of Full Town Council is scheduled to be held on 29th January 2025.

Members **RESOLVED** to note the date of the next meeting of Planning and Resources Committee is scheduled to be held on 11th February 2025.

Members **RESOLVED** to note the date of the next meeting of Finance Committee is scheduled to be held on 19th February 2025.

Meeting ended at 19:45 p.m.

Signed Date

Town Mayor