

CALDICOT TOWN COUNCIL

Minutes of Planning and Resources Committee Meeting held at 6:30 p.m. on Tuesday 15th April 2025 at the Caldicot Town Council Building, Sandy Lane, Caldicot NP26 4NA

Present: Cllr M Mitchell – Chair
Cllr F Rowberry – Deputy Chair
Cllr J Bond
Cllr C Cochrane
Cllr J Davies
Cllr R Grumbach
Cllr RJ Higginson
Cllr A Mayo
Cllr IR Shillabeer
Cllr P Strong
Cllr J Woodfield

Also present: M Tredwin – Town Clerk
L Wallington – Administrator
Cllr J Strong
Members of the Public x12

PR57/2024 Welcome

The Chair welcomed everyone to the meeting.

Members were informed that the meeting was being recorded for testing purposes and may be uploaded to a web-based site.

PR58/2024 Apologies for Absence

RESOLVED to receive apologies of absence from Cllr W Conniff, Cllr A Easson, Cllr A Lewis, Cllr G Owen and Cllr R Wilsher.

PR59/2024 Declarations of Interest

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

PR60/2024 Public Question Time and Participation

Members were informed of concerns relating to a planning application. The Chair informed members of the public that they would be invited to speak on the matter.

There were no questions received from members of the public.

PR61/2024 Minutes

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

- i) Minutes of Planning and Resources Committee Meeting held on Tuesday 11th March 2025.
Proposed by Cllr RJ Higginson, seconded by Cllr C Cochrane.

i) Planning Applications for Consideration:

- **DM/2025/00238:** Extension of existing depot compound. Land Adjacent To Old Pill Farm Depot, Caldicot

Members were informed of various concerns and considered the fundamental points, including but not limited to, noise pollution, smell pollution, light pollution, negative impact on nature, increased risk of flooding and the removal of limited green recreational space within the Severn Ward.

It was suggested that the proposed development be moved to an alternative location away from residential properties. The County Cllrs in attendance acknowledged the request to put the suggestion to Monmouthshire County Council Planning Committee.

County Cllr J Strong, acting on behalf of County Cllr M Stevens, informed Members that County Cllr M Stevens has reflected and is amending their recommendation.

Members commended the member of the public that voluntarily looks after the nature reserve.

It was suggested to Members that could planning applications be shared on social media and the website. Members of the public were informed that Monmouthshire County Councillors are notified of planning applications within their ward and should speak to residents.

Members **RESOLVED** to **recommend** support of **objection** for application **DM/2025/00238**.

Proposed by Cllr RJ Higginson, seconded by Cllr F Rowberry.

- **DM/2025/00400:** Change of use from class A1 to mixed class A1/A3. 7 Wesley Buildings Newport Road Caldicot Monmouthshire NP26 4LY

Members **RESOLVED** to **recommend** support of **approval** for application **DM/2025/00400**.

Proposed by Cllr J Davies, seconded by Cllr C Cochrane.

- **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

Members **RESOLVED** to **recommend** support of **approval** for application **DM/2025/00452**.

Proposed by Cllr R Grumbach, seconded by Cllr J Woodfield.

ii) **MCC Approved Planning Applications:**

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

- **DM/2024/00972:** The proposed conversion of a vacant first floor premises with A1 use, to a C3 two bedroomed/3 person residential flat, with bike storage and amenity space. 12A Newport Road, Caldicot, NP26 4BQ
- **DM/2024/01457:** Change of use of building to Veterinary Centre with associated offices and works. 23 - 25 Newport Road, Caldicot, NP26 4BG
- **DM/2025/00044:** Removal of Car port and construction of single storey extension. Removal of garage and construction of single storey building to rear. 17 Tennyson Road, Caldicot, NP26 4LJ
- **DM/2025/00188:** Variation of condition no.2 (approved plans) of planning consent DM/2024/01502 in order to scale back development. 91 Newport Road, Caldicot, NP26 4BS

PR63/2024 Cemetery

Members **RESOLVED** to move the item into exempt business due to the contractual nature of the business.

Proposed by Cllr RJ Higginson, seconded by Cllr C Cochrane.

PR64/2024 Hearing Loop and Audio/Video for the Cobb Chamber

Members **RESOLVED** to move the item into exempt business due to the contractual nature of the business.

Proposed by Cllr RJ Higginson, seconded by Cllr C Cochrane.

PR65/2024 Date of Next Meeting

Members **RESOLVED** to note that the next meeting of the Planning and Resources Committee is scheduled to be held on Tuesday 13th May 2025.

Members **RESOLVED** to note that the next meeting of Full Town Council is scheduled to be held on Wednesday 30th April 2025.

PR66/2024 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.*

COMMITTEE IN PRIVATE SESSION

PR67/2024 Agenda Item 7 – Cemetery

Members were informed of the various health and safety issues at the Cemetery and that maintenance is required at the earliest opportunity.

Members were informed that a request had been made by the Sexton for the outbuilding at the Cemetery to be used as a cemetery store. Members acknowledged that the Town Council will not claim any liability and will be absolved of any responsibility. Members noted that an agreement will be implemented prior to use.

Members **RESOLVED** to approve for Officers to use up to £900.00 to carry out levelling of the graves from an appropriate budget heading.

Proposed by Cllr RJ Higginson, seconded by Cllr IR Shillabeer.

Members **RESOLVED** to approve for Officers to use up to £1,200.00 to carry out levelling of the headstones.

Proposed by Cllr RJ Higginson, seconded by Cllr IR Shillabeer.

Members **RESOLVED** that the Sexton be allowed to use the outbuilding for storage in accordance with the proposal contained within the report and **RESOLVED** to approve that £500.00 be used to convert the outbuilding.

Proposed by Cllr C Cochrane, seconded by Cllr RJ Higginson.

Members **RESOLVED** to authorise for Officers to purchase rosebushes to plant in the memorial garden and for the existing tree stump to be removed.

Proposed by Cllr RJ Higginson, seconded by Cllr IR Shillabeer.

Members **RESOLVED** to approve that ten cemetery fence posts be replaced at a cost of £900.00 + VAT.

Proposed by Cllr C Cochrane, seconded by Cllr F Rowberry.

Nine votes for, two votes abstained.

PR68/2024 Agenda Item 8 – Hearing Loop and Audio/Video for the Cobb Chamber

Members considered the quotations provided to install a hearing loop system.

Members **RESOLVED** to approve the £850.00 + VAT quotation provided by MBC Building Services to install a hearing loop system.

Proposed by Cllr C Cochrane, seconded by Cllr J Bond.

Members were informed that as a result of trialling the recording of meetings, there is poor sound and camera quality when hosting hybrid meetings. There is also the inability of the camera to automatically pick up the speaker. Members were presented with solutions that would alleviate the issue.

Members **RESOLVED** to approve the Option 1 quotation of £780.00 + VAT provided by MBC Building Services to install an improved audio/visual system.

Proposed by Cllr C Cochrane, seconded by Cllr IR Shillabeer.

Meeting ended at 8:15 p.m.

Signed Date

Chair