



**Minutes of Full Town Council Meeting held at 18:30 p.m. on Wednesday 30th July 2025 at the
Caldicot Town Council Building, Sandy Lane, Caldicot NP26 4NA**

Present: Cllr M Mitchell – Chair
Cllr IR Shillabeer – Deputy Chair
Cllr J Bond
Cllr C Cochrane
Cllr W Conniff
Cllr A Easson
Cllr R Grumbach
Cllr RJ Higginson
Cllr A Mayo
Cllr G Owen
Cllr P Strong
Cllr R Wilsher
Cllr J Woodfield

Also present: M Tredwin – Town Clerk
L Wallington – Administrative Officer
Members of the Public x7
M Moran and R Hall – MCC Play Development

44/2025-26 Welcome

The Chair welcomed everyone to the meeting and notified Members that the meeting was being recorded.

45/2025-26 Apologies for Absence

Apologies for absence were received from Cllr F Rowberry and Cllr A Lewis.

46/2025-26 Declarations of Interest

Cllr R Grumbach declared a personal and prejudicial interest in Item 5iv Minutes of Commemoration and Anniversaries Working Group Meeting held on Friday 18th July 2025, as a member of Caldicot Events Committee.

47/2025-26 Public Question Time and Participation

Members received the following questions:

- A question was received regarding the clearing of waste in Caldicot Town Centre on the weekends. Members were informed that Monmouthshire County Council do not carry out cleaning on the weekend.

Cllr A Mayo arrived at 18:34 p.m.

Members were informed that a Service Level Agreement is in place with Monmouthshire County Council, and that Caldicot Town Council pay MCC to clean the Caldicot Town Centre.

Members were informed that arrangements are supposedly made between event organisers and MCC to clean the Town Centre after events.

Members **RESOLVED** to contact MCC regarding the arrangements for cleaning after events in Caldicot Town Centre.

Cllr P Strong and Cllr C Cochrane volunteered to sporadically carry out the emptying of the bins in Caldicot Town Centre on the weekends.

48/2025-26 Minutes

Members **RESOLVED** to approve the following minutes and the recommendations contained therein:

- i) **Minutes of Full Town Council Meeting held on Wednesday 25th June 2025**
Proposed by Cllr RJ Higginson, seconded by Cllr IR Shillabeer
- ii) **Minutes of Extra Ordinary Full Town Council Meeting held on Friday 4th July 2025**
Proposed by Cllr W Conniff, seconded by Cllr RJ Higginson
- iii) **Minutes of Full Town Council (P&R) Meeting held on Tuesday 8th July 2025**
Proposed by Cllr P Strong, seconded by Cllr W Conniff
- iv) **Minutes of Commemoration and Anniversaries Working Group Meeting held on Friday 18th July 2025**
Proposed by Cllr P Strong, seconded by Cllr IR Shillabeer
Cllr R Grumbach declared an interest.

Members agreed the recommendations emanating from the Commemoration and Anniversaries Working Group:

Members **RESOLVED** to approve the recommendation from the Commemoration and Anniversaries Working Group, to enquire with Caldicot Events Committee regarding a music system for the Commemoration Service at The Cross, Sandy Lane.
Proposed by Cllr C Cochrane, seconded by Cllr G Owen
Cllr R Grumbach abstained from the vote.

- v) **Minutes of the Environmental Group Meeting held Tuesday 22nd July 2025**
Proposed by Cllr W Conniff, seconded by Cllr M Mitchell
- vi) **Minutes of the Cemetery Working Group Meeting held on Wednesday 23rd July 2025**
Members agreed the recommendations emanating from the Cemetery Working Group:

Members **RESOLVED** to approve the recommendation from the Cemetery Working Group that delegated authority be given to officers to make sympathetic arrangements for burials that are outside the usual circumstances, providing members of the working group are notified.
Proposed by Cllr P Strong, seconded by Cllr C Cochrane

Members **RESOLVED** to approve the recommendation from the Cemetery Working Group that delegated authority be given to the Clerk in consultation with the Chair and Vice-Chair of the CWG to authorise expenditure for the cemetery in line with Financial Regulations and Budget Allocations.

Proposed by Cllr J Woodfield, seconded by Cllr C Cochrane

49/2025-26 Reports from Monmouthshire County Councillors

Members noted the report from Cllr J Strong.

Cllr J Strong informed Members that their report should state June to July and not May to June.

Cllr J Strong was thanked for their report.

Members noted the verbal reports from Cllr A Easson and Cllr J Bond and thanked them for their work.

50/2025-26 Reports from Council Governor Representatives

Members were informed that there had been two redundancies at Dewstow Primary School.

51/2025-26 Report from Gwent Police

Members received apologies for absence from Gwent Police.

Members noted the report.

Members **RESOLVED** to contact Gwent Police regarding CCTV camera at West End.

52/2025-26 Play Sufficiency Assessment Report

Members noted the presentation regarding play areas and efficiency from Monmouthshire County Council's Play Development Lead and Park Development Lead.

Members informed MCC that £10,000 has been allocated to the play area budget for five years. Members noted that the figures included all of Severnside.

Members thanked M Moran and R Hall.

Members **RESOLVED** to arrange a separate meeting to consider opportunities to help and the development of play areas.

Proposed by Cllr A Easson, seconded by Cllr J Bond

53/2025-26 VJ Day and Community Garden Update

Members were informed of the Commemoration Service for VJ Day.

Cllr R Grumbach left the meeting at 20:15.

Cllr P Strong apologised for the incorrect name on the VJ Day itinerary.

Cllr R Grumbach returned at 20:16.

Members were informed of the progress of the Caldicot Community Garden development. Members were informed of the community picnic that would be held to mark the opening of the Community Garden.

54/2025-26 Caldicot Multi-user Route

Members **RESOLVED** to consider Item 11 Caldicot Multi-user Route under exempt business.

55/2025-26 Local Government Services Pay Agreement 2025/26

Members were advised to consider the item under exempt business.

Members **RESOLVED** to note the increase and accepted the information provided in respect of salary increases for Staff provided in the report.

Proposed by Cllr A Easson, seconded by Cllr G Owen

56/2025-26 Date of Next Meetings

Members **RESOLVED** to note that the next meeting of Full Town Council (Planning and Resources) is scheduled to be held on Tuesday 5th August 2025.

57/2025-26 Exclusion of Press and Public

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.

COUNCIL IN PRIVATE SESSION

58/2025-26 Caldicot Multi-user Route

Members were informed of the multi-user route.

Cllr A Easson left the meeting at 20:35 p.m.

Cllr R Grumbach left the meeting at 20:40 p.m.

Cllr R Grumbach returned to the meeting at 20:41 p.m.

Members noted that a response is needed regarding the consultation process.

Meeting ended at 20:55 p.m.

Signed Date

Chair