



**Minutes of Full Town Council (Planning and Resources) Meeting held at 6:30 p.m. on
Tuesday 14th April 2026 at the Caldicot Town Council Building, Sandy Lane, Caldicot NP26
4NA**

Present: Cllr M Mitchell – Chair
Cllr F Rowberry – Deputy Chair
Cllr RJ Higginson
Cllr A Lewis
Cllr A Mayo
Cllr IR Shillabeer
Cllr P Strong

Also present: L Wallington – Community Development Officer
G Thomas - Administrative Officer
J Turner – Temporary Locum Deputy Clerk and Responsible Financial Officer
Members of the Public x 3

FTCPR101/2025-26 Welcome

The Chair welcomed everyone to the meeting.

The Chair introduced J Turner as Acting Responsible Financial Officer and Acting Deputy Clerk on a temporary locum basis.

FTCPR102/2025-26 Apologies for Absence

No apologies for absence were received.

FTCPR103/2025-26 Declarations of Interest

No declarations of interest were received.

FTCPR104/2025-26 Public Question Time and Participation

The following matters were raised by members of the public:

- Members of the public raised concerns regarding parking enforcement at Asda car park, specifically the three-hour parking limit and enforcement outside store opening hours. Members of the public were concerned about the impact on carers and support workers accompanying multiple residents on shopping trips within time limit and potential fines incurred when visiting the cash machine or charity donations outside store opening hours.

Members were informed that parking enforcement is privately managed by a third-party contractor and that the Town Council does not have direct authority over private land.

Members **RESOLVED** to contact the parking contractor regarding community concerns and **RESOLVED** that Officers investigate historical planning permission relating to the parking conditions, where appropriate.

Proposed by Cllr P Strong, seconded by Cllr A Lewis.

- Members of the public requested an update regarding the reopening of the King George V Playing Fields gates.

Members were informed that the appointed contractor was no longer able to install a drop-down bollard and that an alternative contractor was being sought. It was confirmed that the project has been approved by Council and budgeted for and that the gates would reopen once the works are completed.

- Members of the public queried whether the area could be used as a car park.

Members were informed that the area is not a designated public car park and confirmed that the area would be limited to pedestrian and authorised access only.

FTCPR105/2025-26 Minutes

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

i) Minutes of Allotments Working Group Meeting held on Tuesday 24th March 2026

ii) Minutes of Full Town Council Meeting held on Wednesday 25th March 2026

Proposed by Cllr RJ Higginson, seconded by Cllr IR Shillabeer

FTCPR106/2025-26 Planning

i) Planning Applications for Consideration:

- **DM/2026/00262:** Front single storey extension. 171 Newport Road, Caldicot, NP26 4AE

Members **RESOLVED** to **recommend** support of **approval** for application **DM/2026/00262**.
Proposed by Cllr RJ Higginson, seconded by Cllr A Lewis

- **DM/2026/00422:** Two storey side extension and rear single storey extension. 14 Fernleigh Road, Caldicot, NP26 4EG

Members **RESOLVED** to **recommend** support of **approval** for application **DM/2026/00422**.
Proposed by Cllr RJ Higginson, seconded by Cllr A Lewis

- **DM/2026/00065:** The demolition of a single storey garage building and erection of a two storey side extension in its place. 3 Clos Aled, Caldicot, NP26 4JB

Members **RESOLVED** to note application **DM/2026/00065** as the planning application had been approved by Monmouthshire County Council prior to the meeting. Members acknowledged that this was a revised application and that the original application was recommended by Full Town Council to be approved on 10th February 2026, subject to Dŵr Cymru Welsh Water approval.

ii) MCC Approved Planning Applications

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

- **DM/2025/00056:** Proposed single storey lean-to extension to side of building, forming utility, shower/wc and store. 13 Churchfield Avenue Caldicot NP26 4ND

- **DM/2026/00087:** Proposed first floor dormer extension. 11 Troddi Close Caldicot NP26 4PW
- **DM/2026/00065:** The demolition of a single storey garage building and erection of a two storey side extension in its place. 3 Clos Aled Caldicot Monmouthshire NP26 4JB

FTCPR107/2025-26 Authority for Officers to Apply for Grant Funding

Members considered the report outlining the request to delegate authority to Officers to apply for grant funding where timescales do not allow prior Council approval. Members noted that Council approval would always be required prior to the submission of an application where match-funding or ongoing financial commitments were required. Members acknowledged that spending authority remained with the Council.

Members **RESOLVED** to delegate authority to Officers to apply for grant funding when applicable, subject to compliance with the Council’s policies, Standing Orders, Financial Regulations and reporting requirements outlined.

Proposed by Cllr A Mayo, seconded by Cllr P Strong

FTCPR108/2025-26 Date of Next Meeting

Members **RESOLVED** to note that the next meeting of Full Town Council is scheduled to be held on Wednesday 29th April 2026.

Additional items were considered at the discretion of the Chair.

Members requested an update regarding the water at the allotments. Members confirmed that the water turn-off is temporary while investigations are ongoing. Members noted that a contractor was due to attend site imminently to identify the cause of the high water bills. Members acknowledged that alternative water-harvesting options were being explored and that allotment representatives have been kept informed.

A Member raised a concern regarding the prolonged storage of third-party equipment on the highway at Fitzwalter Road, obstructing access for residents and emergency services. Residents were encouraged to report issues to Monmouthshire County Council and to forward photographic evidence to the office.

Members **RESOLVED** for Officers to contact Monmouthshire County Council Highways regarding the concerns.

Meeting ended at 7:07 p.m.

Signed **Date**

Chair