



**Minutes of Full Town Council (Planning and Resources) Meeting held at 18:30 p.m. on
Tuesday 14th October 2025 at the Caldicot Town Council Building, Sandy Lane, Caldicot
NP26 4NA**

Present: Cllr M Mitchell –Chair
Cllr F Rowberry – Deputy Chair
Cllr C Cochrane
Cllr W Conniff
Cllr J Davies
Cllr R Grumbach
Cllr RJ Higginson
Cllr A Lewis
Cllr A Mayo
Cllr G Owen
Cllr IR Shillabeer
Cllr P Strong
Cllr R Wilsher

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

FTCPR32/2025-26 Welcome

The Chair welcomed everyone to the meeting. Members were informed that the meeting was being recorded.

FTCPR33/2025-26 Apologies for Absence

RESOLVED to receive apologies for absence from Cllr J Bond, Cllr A Easson and Cllr J Woodfield.

FTCPR34/2025-26 Declarations of Interest

Cllr P Strong declared a personal prejudicial interest in Item 7 as a member of Friends of Caldicot Library.

FTCPR35/2025-26 Public Question Time and Participation

There were no questions received from members of the public.

FTCPR36/2025-26 Minutes

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

i) Minutes of Personnel Committee held on Friday 3rd October 2025

FTCPR37/2025-26 Planning

i) Planning Applications for Consideration

- **DM/2025/01173:** First floor extension and garage conversion. 73 Wentwood View, Caldicot, NP26 4QH

Members **RESOLVED** to **recommend** support of **approval** for application **DM/2025/01173**. Proposed by Cllr RJ Higginson, seconded by Cllr G Owen.

- **DM/2025/01068:** I am proposing to build an insulated, habitable garden room with shower and toilet. 5 Castle Gardens, Caldicot, NP26 4QP

Members raised concerns regarding Dŵr Cymru Welsh Water's comments.

Members **RESOLVED** to **recommend** support of **approval** for application **DM/2025/01068**, subject to the approval of the application from Dŵr Cymru Welsh Water. Proposed by Cllr P Strong, seconded by Cllr G Owen.

- **DM/2025/01273:** Multi Use Path. Caldicot Castle Country Park, Chepstow Road, Caldicot

Members **RESOLVED** to **recommend** support of **approval** for application **DM/2025/01273**. Proposed by Cllr RJ Higginson, seconded by Cllr G Owen.

ii) MCC Approved Planning Applications

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

- **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
- **DM/2025/00521:** Reconsultation. Creating a vehicular access over the footpath, adjacent to Newport Road B4245. Ty Pwll Ffynnon, 3 Green Lane, Caldicot, NP26 4HB

FTCPR38/2025-26 Grants Meeting Award Recommendations

Members raised concerns regarding acknowledgement of grants by applicants.

Members **RESOLVED** that the following grants are awarded:

- a) Monmouthshire Youth Service: £527.50
Proposed by Cllr W Conniff, seconded by Cllr C Cochrane.
- b) Caldicot Foodbank: £1,500.00
Proposed by Cllr A Lewis, seconded by Cllr C Cochrane.
- c) Caldicot Castle Junior Football Club: £750.00
Proposed by Cllr G Owen, seconded by Cllr C Cochrane.
- d) Music for Memories Charity: £550.00
Proposed by Cllr F Rowberry, seconded by Cllr R Grumbach.

- e) Severn Area Rescue Association: £900.00
Proposed by Cllr G Owen, seconded by Cllr R Grumbach.
- f) Friends of Caldicot Library: £187.90
Cllr P Strong declared an interest and left the meeting at 18:59 p.m.

Proposed by Cllr A Mayo, seconded by Cllr G Owen.

Cllr P Strong rejoined the meeting at 19:01 p.m.

FTCPR39/2025-26 Staffing Update

Members **RESOLVED** to move the item into exempt business.

FTCPR40/2025-26 Date of Next Meeting

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

FTCPR41/2025-26 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

FTCPR42/2025-26 Item 8 – Staffing Update

Members were provided with a verbal update on staffing matters and were informed that information could not be disclosed at this point in time.

Meeting ended at 19:18 p.m.

Signed Date

Chair