



**Minutes of Extraordinary Full Town Council at 12:30pm on 18 September 2026 at the
Caldicot Town Council Building, Sandy Lane, Caldicot NP26 4NA**

Present: Cllr IR Shillabeer – Mayor
Cllr P Strong – Deputy Mayor
Cllr M Mitchell – Assistant Deputy Mayor
Cllr B Barrett
Cllr J Harris
Cllr A McIntyre
Cllr G McIntyre
Cllr Owen
Cllr Cochrane
Cllr Jones

Also present: Alice Vaughan Locum Town Clerk

One member of the Public online

1. Welcome and Mayors report

The Chair welcomed everyone to the meeting,

2. Apologies for Absence

Apologies accepted from Cllr Higginson, Cllr Rowberry and Cllr Mayo

3. Declarations of Interest

None

4. Public Question Time and Participation

Cllr Harris raised the Council's allotment eligibility policy and asked whether vacant plots could be offered to residents of nearby communities. Members noted that the existing policy would need to be reviewed and that different charging arrangements might need to be considered for applicants from outside Caldicot.

RESOLVED: The matter would be referred to the Allotments Working Group and placed on the list of matters for a future meeting.

EXCLUSION OF PUBLIC AND PRESS

RECOMMENDED That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded, and they are instructed to withdraw, due to the nature of the business about to be transacted which is considered to be prejudicial to the public interest.

COMMITTEE IN PRIVATE SESSION

5.Staffing Matters

The Council considered the appointment of a Locum Town Clerk/ Responsible Financial Officer in private session.

RESOLVED: To appoint Mr Anthony Bird as Locum Town Clerk and Responsible Financial Officer with effect from 28 September 2026. The appointment was agreed unanimously.

Meeting Ended 1:21pm

Signed Date

Mayor/Chair