

CALDICOT TOWN COUNCIL

Minutes of Planning and Resources Committee Meeting held at 6:30 p.m. on Tuesday 11th February 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 W Conniff
Cllr J Davies
Cllr A Easson
Cllr R Grumbach
Cllr RJ Higginson
Cllr A Mayo
Cllr G Owen
Cllr IR Shillabeer
Cllr R Wilsher
Cllr J Woodfield

Also present: L Gillespie – Deputy Town Clerk/Responsible Financial Officer – via Teams
M Tredwin – Town Clerk
L Wallington – Administration Officer
Members of the Public x1 – via Teams

PR34/2024 Welcome

The Chair welcomed everyone to the meeting.

PR35/2024 Apologies for Absence

RESOLVED to receive apologies of absence from Cllr P Strong.

PR36/2024 Declarations of Interest

Cllr A Easson and Cllr J Bond declared a personal non-prejudicial interest relating to Item 5 Planning, as members of the Monmouthshire County Council Planning Committee.

PR37/2024 Public Question Time and Participation

There were no questions received from members of the public.

PR38/2024 Planning

i) Planning Applications for Consideration:

- **DM/2023/01402:** To modify condition 1 of planning DC/2009/01132. (Property shall be used as sheltered housing only and shall be occupied by persons aged 55 years or older). 1-33 Monarch Court, 125 Newport Road, Caldicot, NP26 4AJ

Members raised concerns regarding condition one and the modification.

Members **RESOLVED** to **recommend** support to **defer** application **DM/2023/01402** and requested further information on the modification.

Proposed by Cllr M Mitchell, seconded by Cllr F Rowberry.

- **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

Members **RESOLVED** to recommend support of the approval application DM/2025/00044. Proposed by Cllr RJ Higginson, seconded by Cllr R Grumbach.

ii) **MCC Approved Planning Applications:**

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

- **DM/2024/01362:** Installation of an air source heat pump unit to reduce the dwelling's carbon footprint by 70%. 2 Court House Close, Castle Lea, Caldicot, NP26 4GZ
- **DM/2024/01396:** Proposed development of an outbuilding into a self contained granny apartment. Consisting of kitchen, lounge, bedroom, bathroom and store. 33 Budden Crescent, Caldicot, NP26 4PP.
- **DM/2024/01502:** Single storey rear extension and roof conversion to form new room. 91 Newport Road, Caldicot, NP26 4BS.
- **DM/2024/01199:** Change of use from funeral directors at ground floor and first floor flat to a 6 bedroom, 6 person house in multiple occupation (C4 Use). 90 Newport Road, Caldicot.

PR39/2024 Warm Spaces – Cool Space

Members were informed that a grant of £1,500.00 from Monmouthshire County Council had been awarded to Caldicot Town Council to assist with the setting up of the Warm and Cool Space in the Town Council building.

Members were advised that hot extremities should be considered as well as cold extremities. Members noted a trial period should take place to identify the optimum opening times and dates to benefit the public.

Deputy Clerk was thanked for their work.

Members **RESOLVED** to accept the grant for £1,500.00 towards the creation of a Warm and Cool space for members of the community.

Proposed by Cllr M Mitchell, seconded by Cllr F Rowberry.

Members **RESOLVED** that Officers should be delegated authority to plan a Warm and Cool Space on a basis that will allow members of the public to access an area that is warm or cool when there are extreme weather conditions.

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

PR40/2024 Dog Waste Bin Contract

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

Proposed by Cllr M Mitchell, seconded by Cllr F Rowberry.

PR41/2024 Dewstow Cemetery

Members were advised that it would be beneficial to create a Cemetery Working Group to report back to Planning and Resources Committee in order to establish a closer working relationship between Councillors, the Cemetery Administrator, Funeral Directors and the Cemetery Contractor.

Members raised concerns regarding time constraints on the current workload for staff in creating a new working group. Members were informed that Dewstow Cemetery falls under the remit of the Health and Safety Committee, however more external individuals can be invited to a working group.

Members expressed how exquisite and well-kept Dewstow Cemetery is.

Members **RESOLVED** to defer the item to the Annual Meeting for consideration.
Proposed by Cllr J Woodfield, seconded by Cllr R Grumbach.

PR42/2024 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 11th March 2025.

PR43/2024 Exclusion of Public and Press

***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

PR44/2024 Item 7 – Dog Waste Bin Contract

Members noted the annual cost of the dog waste bin contract, including the two new dog waste bins. Members raised concerns regarding the annual cost of the collections and considered means to reduce the cost by reducing the total number of dog waste bins or by replacing dog waste bins with black bins.

Cllr R Grumbach left the meeting at 7:17 p.m.

Members noted it is unlikely that Monmouthshire County Council will install black bins.

Cllr R Grumbach entered the meeting at 7:18 p.m.

Members acknowledged that the dog waste bin service cannot be terminated within a matter of weeks and should be reconsidered in preparation for the contract renewal next year.

Members noted that there are nine dog waste bins on the Caldicot Castle grounds that Caldicot Town Council pay to have collected.

Cllr W Conniff left the meeting at 7:25 p.m.

Members were informed that dog waste bins are often damaged and vandalised, incurring additional costs to replace.

Cllr W Conniff entered the meeting at 7:26 p.m.

Members suggested conducting a review of the dog waste bins on their ward to assess their usage and placement.

Members **RESOLVED** to recommend to Full Council that Merlin Environmental Services LTD be awarded the contract for emptying the Dog Waste Bins for 2025-26, on the understanding that the dog waste bin provision is reviewed and reconsidered before the renewal of contract.
Proposed by Cllr J Bond, seconded by Cllr R Wilsher.

Meeting ended at 7:28 p.m.

Signed Date

Chair




monmouthshire
sir fynwy

Monmouthshire County Council
Licensing Section
County Hall
Usk
NP15 1GA

Local Government (Miscellaneous Provisions) Act 1982

Application To Vary Street Trading Consent



1. Applicant Details	
Full Name:	[REDACTED]
Current Residential Address:	[REDACTED] [REDACTED] [REDACTED] [REDACTED]
Contact Number:	[REDACTED]
Email Address:	[REDACTED]
Date of Birth: (DD/MM/YYYY)	[REDACTED]
National Insurance Number:	[REDACTED]
Are you entitled to work in the UK	Yes
Do you have any unspent convictions? (If yes please state details)	No
Have you previously had any Street Trading Consent revoked or surrendered? (If yes please state details)	No

2. Assistants	
<p>State the number of assistants that will be used including their names and addresses and date of birth. If none please write "None". Assistants must be accompanied and supervised by the Consent holder at all times.</p>	<p>1 Assistant</p> 

3. Trading Dates & Times	DAY	TIMES From/To
<p>Please give details of day and times in which you wish to trade: (Trading in Alcohol will require an additional licence under the Licensing Act 2003, as will Hot Food and Drink after 11p.m. up to 5a.m.)</p>	Monday:	07:30 – 14:30
	Tuesday:	07:30 – 14:30
	Wednesday:	07:30 – 14:30
	Thursday:	07:30 – 14:30
	Friday:	07:30 – 14:30
	Saturday:	closed
	Sunday:	closed

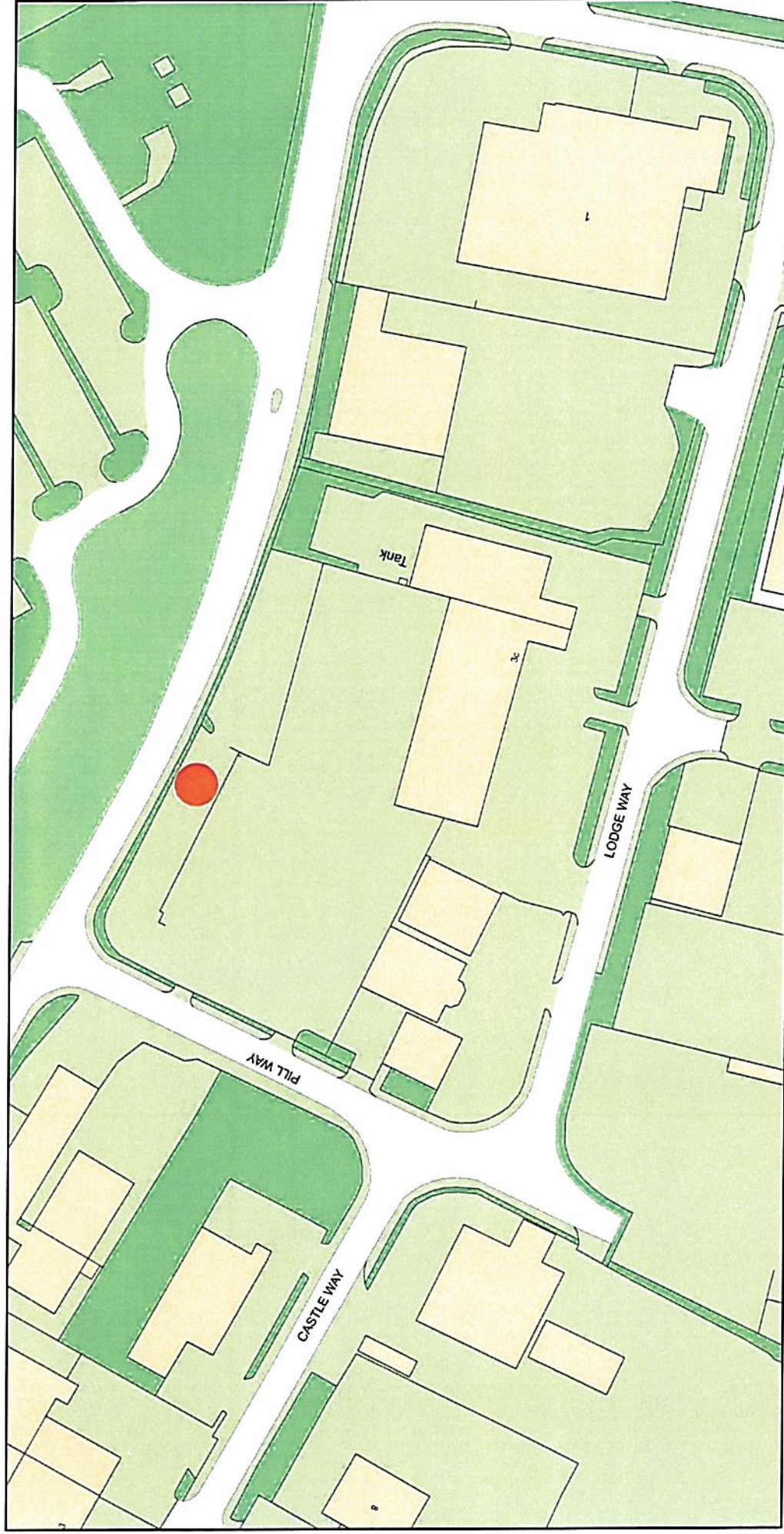
4. Trading Details	
Current Street Trading Consent Number	STR029
Trading Name:	The Good Stuff

Address of the precise location of where you Trade: (please include names of streets)	Lodge way , severn bridge industrial estate
Registration number (If using a vehicle, for example ice cream van)	n/a

5. Details of Variation – Please tick below and provide details	
Change days of trading (Detail in Section 3)	
Change hours of trading (Detail in Section 3)	
Change items to be sold Toasted sandwiches added to menu , Still a core Coffee & Cake trailer.	
Change of vehicle / unit Change from van to a trailer.	
Change to Assistants (Detail in Section 2)	
Other (if other, please specify below)	

6. ADDITIONAL DOCUMENTATION

The Good stuff catering



Plan Produced for: Alex Thomas

Date Produced: 29 May 2023

Plan Reference Number: TQRQM23149085339194

Scale: 1:1250 @ A4

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