



**Minutes of Annual Meeting of Full Town Council held at 6:00 p.m. on Wednesday 20<sup>th</sup> May 2026 at the Caldicot Town Council Building, Sandy Lane, Caldicot NP26 4NA**

**Present:** Cllr IR Shillabeer – Chair  
Cllr P Strong – Deputy Chair  
Cllr RJ Higginson  
Cllr A Lewis – arrived at 6:25 p.m.  
Cllr A Mayo  
Cllr G Owen  
Cllr M Peters  
Cllr G McIntyre  
Cllr M Mitchell  
Cllr B Barrett  
Cllr A McIntyre  
Cllr J Harris  
Cllr C Jones – arrived at 6:41 p.m.  
Cllr F Rowberry

**Also present:** A Vaughn – Temporary Locum Clerk  
L Wallington – Community Development Officer  
G Thomas - Administrative Officer  
Members of the Public x 8

**1/2026-27 Election of Town Mayor**

The Mayor welcomed everyone to the meeting and notified Members that the meeting was being recorded. Members were informed that a member of the public was also recording.

Cllr M Mitchell, as the incumbent Mayor, addressed Members and expressed thanks to Members, Deputy Mayor Cllr F Rowberry, Assistant Deputy Mayor Cllr IR Shillabeer, staff, friends and family for their continued service and support. Cllr M Mitchell stated that it had been a privilege to engage with residents, schools, community groups, businesses, and neighbouring authorities across Caldicot. Cllr M Mitchell informed members that they had attended 76 meetings, 46 community events and had raised approximately £1,500.00 for the Mayor's Charity of 2025/26, Mind in Gwent.

Several points of order were raised relating to standing orders. All points were duly noted.

The Mayor welcomed and introduced four newly appointed Councillors, Cllr Ben Barrett (West End Ward), Cllr James Harris (Castle Ward), Cllr Carl Jones (Castle Ward) and Cllr A McIntyre (West End Ward). The newly appointed Councillors thanked the retiring Mayor for the introductory meeting.

A nomination was received for Cllr IR Shillabeer, proposed by Cllr G Owen and duly seconded by Cllr P Strong, for Mayor of Caldicot Town Council for the Civic Year 2026/2027.

A further nomination was received for Cllr J Harris, proposed by Cllr A McIntyre and duly seconded by Cllr B Barrett, for Mayor of Caldicot Town Council for the Civic Year 2026/2027.

Upon being put to the vote, Members **RESOLVED** to elect Cllr IR Shillabeer as Mayor for the Civic Year 2026/2027.

### **2/2026-27 Mayor's Declaration of Office**

Cllr IR Shillabeer duly signed the Declaration of Acceptance of Office for Mayor.

### **3/2026-27 Election of Deputy Town Mayor**

A nomination was received for Cllr M Peters, proposed by Cllr J Harris and duly seconded by Cllr B Barrett, for Deputy Mayor of Caldicot Town Council for the Civic Year 2026/2027.

A nomination was received for Cllr P Strong, proposed by Cllr G Owen and duly seconded by Cllr M Mitchell, for Deputy Mayor of Caldicot Town Council for the Civic Year 2026/2027.

Upon being put to the vote, Members **RESOLVED** to elect Cllr P Strong as Deputy Mayor for the Civic Year 2026/2027.

A proposal was received to elect an Assistant Deputy Mayor of Caldicot Town Council for the Civic Year 2026/2027.

Proposed by Cllr IR Shillabeer, seconded by Cllr M Mitchell

Members **RESOLVED** that the vote for an Assistant Deputy Mayor of Caldicot Town Council for the Civic Year 2026/2027 be recorded.

Proposed by Cllr B Barrett, seconded by Cllr A McIntyre

The vote to elect an Assistant Deputy Mayor of Caldicot Town Council for the Civic Year 2026/2027 was as follows:

Against: Cllrs B Barrett, J Harris, A McIntyre, G McIntyre, M Peters

For: Cllrs RJ Higginson, A Mayo, M Mitchell, G Owen, F Rowberry, IR Shillabeer, P Strong

Members **RESOLVED** to elect an Assistant Deputy Mayor for the Civic Year 2026/2027.

Proposed by Cllr IR Shillabeer, seconded by Cllr M Mitchell

A nomination was received for Cllr M Mitchell, proposed by Cllr P Strong and duly seconded by Cllr F Rowberry for Assistant Deputy Mayor of Caldicot Town Council for the Civic Year 2026/2027. No further nominations were received.

Upon being put to the vote, Members **RESOLVED** to elect Cllr M Mitchell as Assistant Deputy Mayor of Caldicot Town Council for the Civic Year 2026/2027.

### **4/2026-27 Deputy Mayor's Declaration of Office**

Cllr P Strong duly signed the Declaration of Acceptance of Office for Deputy Mayor.

Cllr M Mitchell duly signed the Declaration of Acceptance of Office for Assistant Deputy Mayor.

Cllr A Lewis arrived at 6:25 p.m.

### **5/2026-27 Welcome**

The incoming Mayor welcomed everyone to the meeting.

### **6/2026-27 Apologies for Absence**

**RESOLVED** to receive apologies for absence from Cllr C Cochrane and Cllr J Davies. Members were informed that Cllr C Jones would be delayed.

### **7/2026-27 Declarations of Interest**

A Vaughn – Temporary Locum Clerk declared a personal and prejudicial interest in Item 9iii Minutes of Grants Committee Meeting held on Wednesday 13<sup>th</sup> May 2026, as a member of Caldicot Castle Junior Football Club.

### **8/2026-27 Public Question Time and Participation**

Members received the following questions:

- A question was received regarding a Freedom of Information request regarding the use of Section 106 funding had been submitted to Caldicot Town Council and that a response was awaited.

Members were informed that the Clerk had responded to the request via the third-party and that this would be followed up.

- Members of the public expressed concerns regarding the cleanliness of Caldicot Town Centre and suggested that weekend cleaning should be implemented.

Members were informed that the Town Centre is cleaned five days per week in accordance with the Service Level Agreement.

- Members were informed of concerns that Caldicot Town Council does not adequately communicate to residents.

Members acknowledged the question and advised that efforts would be made to improve communication.

- A question was received regarding planning requirements and whether takeaway businesses were responsible for maintaining cleanliness in the vicinity of their premises.

Members were informed that the extent of planning was unclear. Cllr P Strong, in the capacity of a Monmouthshire County Councillor, agreed to investigate further. Members noted that much of the litter appeared to be discarded away from business premises.

### **9/2026-27 Minutes**

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

- i) Minutes of Annual Meeting held on Wednesday 21<sup>st</sup> May 2025  
Proposed by Cllr M Mitchell, seconded by Cllr RJ Higginson
- ii) Minutes of Full Town Council (Planning and Resources) Meeting held on Tuesday 12<sup>th</sup> May 2026  
Proposed by Cllr RJ Higginson, seconded by Cllr A Lewis

It was requested that it be noted that a query was raised regarding the potential implications of the minutes being published six months after the meeting.

Cllr C Jones arrived at 6:41 p.m.

iii) Minutes of Grants Committee Meeting held on Wednesday 13th May 2026

A proposal was made to defer consideration of grants due to concerns regarding insufficient financial information.

Proposed by Cllr G McIntyre, seconded by Cllr J Harris.

Cllr A Mayo left the meeting at 6:45 p.m.

It was noted that the grants had been incorporated within the precept and allocated in the budget, and that Members had been provided with the relevant budget information.

Cllr A Mayo returned at 6:47 p.m.

The proposal was put to the vote and rejected.

Members **RESOLVED** to approve the recommendations from Grants Committee.  
Proposed by Cllr M Mitchell, seconded by Cllr F Rowberry

**10/2026-27 Nominations to Town Council Committees**

Members **RESOLVED** to elect Members for the Internal Committees for the Civic Year 2026/2027:

- **Finance Committee (7)**

The following Members were nominated:

Cllr A Lewis - proposed by Cllr A Lewis, seconded by Cllr M Mitchell  
Cllr RJ Higginson – proposed by Cllr RJ Higginson, seconded by Cllr M Mitchell  
Cllr G Owen – proposed by Cllr G Owen, seconded by Cllr M Mitchell  
Cllr G McIntyre – proposed by Cllr B Barrett, seconded by Cllr J Harris  
Cllr P Strong – proposed by Cllr P Strong, seconded by Cllr M Mitchell  
Cllr B Barrett – proposed by Cllr A McIntyre, seconded by Cllr J Harris  
Cllr IR Shillabeer – proposed by Cllr IR Shillabeer, seconded by Cllr M Mitchell  
Cllr F Rowberry – proposed by Cllr F Rowberry, seconded by Cllr M Mitchell  
Cllr C Cochrane – proposed by Cllr M Mitchell, seconded by Cllr A Lewis  
Cllr J Harris – proposed by Cllr B Barrett, seconded by Cllr C Jones

Members **RESOLVED** to elect Cllr C Cochrane, Cllr RJ Higginson, Cllr A Lewis, Cllr G Owen, Cllr F Rowberry, Cllr IR Shillabeer and Cllr P Strong.

- **Grants Committee (7)**

The following Members were nominated:

Cllr C Cochrane – proposed by Cllr M Mitchell, seconded by Cllr G Owen  
Cllr RJ Higginson – proposed by Cllr RJ Higginson, seconded by Cllr A Lewis  
Cllr M Mitchell – proposed by Cllr M Mitchell, seconded by Cllr F Rowberry  
Cllr IR Shillabeer – proposed by Cllr F Rowberry, seconded by Cllr P Strong  
Cllr J Davies – proposed by Cllr P Strong, seconded by Cllr M Mitchell  
Cllr G Owen – proposed by Cllr M Mitchell, seconded by Cllr A Lewis  
Cllr F Rowberry – proposed by Cllr P Strong, seconded by Cllr A Lewis

Members **RESOLVED** to elect Cllr C Cochrane, Cllr J Davies, Cllr RJ Higginson, Cllr G Owen, Cllr M Mitchell, Cllr F Rowberry and Cllr IR Shillabeer.

- **Health and Safety Committee (7)**

The following Members were nominated:

Cllr M Peters – proposed by Cllr M Peters, seconded by Cllr G McIntyre  
Cllr M Mitchell – proposed by Cllr M Mitchell, seconded by Cllr RJ Higginson  
Cllr A Lewis – proposed by Cllr A Lewis, seconded by Cllr M Mitchell  
Cllr IR Shillabeer – proposed by Cllr IR Shillabeer, seconded by Cllr M Mitchell  
Cllr RJ Higginson – proposed by Cllr RJ Higginson, seconded by Cllr M Mitchell  
Cllr J Davies – proposed by Cllr P Strong, seconded by Cllr A Lewis  
Cllr F Rowberry – proposed by Cllr F Rowberry, seconded by Cllr M Mitchell

Members **RESOLVED** to elect Cllr J Davies, Cllr RJ Higginson, Cllr A Lewis, Cllr M Mitchell, Cllr M Peters, Cllr F Rowberry and Cllr IR Shillabeer.

- **Personnel Committee (7)**

The following Members were nominated:

Cllr M Mitchell – proposed by Cllr M Mitchell, seconded by Cllr F Rowberry  
Cllr G Owen – proposed by Cllr G Owen, seconded by Cllr IR Shillabeer  
Cllr RJ Higginson – proposed by Cllr RJ Higginson, seconded by Cllr M Mitchell  
Cllr IR Shillabeer – proposed by Cllr IR Shillabeer, seconded by Cllr A Lewis  
Cllr P Strong – proposed by Cllr P Strong, seconded by Cllr A Lewis  
Cllr M Peters – proposed by Cllr M Peters, seconded by Cllr G McIntyre  
Cllr C Cochrane – proposed by Cllr M Mitchell, seconded by Cllr A Lewis  
Cllr F Rowberry – proposed by Cllr F Rowberry, seconded by Cllr M Mitchell

Members **RESOLVED** to elect Cllr C Cochrane, Cllr RJ Higginson, Cllr G Owen, Cllr M Mitchell, Cllr F Rowberry, Cllr IR Shillabeer and Cllr P Strong.

Members **RESOLVED** to elect Members for the Working Groups for the Civic Year 2026/2027:

- **Allotments Working Group (5)**

The following Members were nominated:

Cllr A Lewis – proposed by Cllr A Lewis, seconded by Cllr M Mitchell  
Cllr G Owen – proposed by Cllr G Owen, seconded by Cllr A Lewis  
Cllr IR Shillabeer – proposed by Cllr IR Shillabeer, seconded by Cllr A Lewis  
Cllr F Rowberry – proposed by Cllr F Rowberry, seconded by Cllr M Mitchell  
Cllr C Cochrane – proposed by Cllr M Mitchell, seconded by Cllr A Lewis

Members **RESOLVED** to elect Cllr C Cochrane, Cllr A Lewis, Cllr G Owen, Cllr F Rowberry and Cllr IR Shillabeer.

- **Cemetery Working Group (5)**

The following Members were nominated:

Cllr M Mitchell – proposed by Cllr M Mitchell, seconded by Cllr A Lewis  
Cllr F Rowberry – proposed by Cllr F Rowberry, seconded by Cllr M Mitchell  
Cllr G Owen - proposed by Cllr G Owen, seconded by Cllr RJ Higginson  
Cllr IR Shillabeer – proposed by Cllr IR Shillabeer, seconded by Cllr M Mitchell  
Cllr J Davies - proposed by Cllr M Mitchell, seconded by Cllr A Lewis

Members **RESOLVED** to elect Cllr J Davies, Cllr G Owen, Cllr M Mitchell, Cllr F Rowberry and Cllr IR Shillabeer.

- **Town Centre Environmental Improvement Working Group (7)**

The following Members were nominated:

Cllr G Owen – proposed by Cllr M Mitchell, seconded by Cllr F Rowberry  
Cllr M Mitchell – proposed by Cllr IR Shillabeer, seconded by Cllr A Lewis  
Cllr A Mayo – proposed by Cllr M Mitchell, seconded by Cllr A Lewis  
Cllr F Rowberry - proposed by Cllr M Mitchell, seconded by Cllr IR Shillabeer  
Cllr P Strong - proposed by Cllr RJ Higginson, seconded by Cllr M Mitchell  
Cllr IR Shillabeer – proposed by Cllr M Mitchell, seconded by Cllr RJ Higginson  
Cllr A Lewis – proposed by Cllr A Lewis, seconded by Cllr M Mitchell

Members **RESOLVED** to elect Cllr A Lewis, Cllr A Mayo, Cllr M Mitchell, Cllr G Owen, Cllr F Rowberry, Cllr IR Shillabeer and Cllr P Strong.

- **Commemoration and Anniversaries Working Group (7)**

The following Members were nominated:

Cllr P Strong – proposed by Cllr P Strong, seconded by Cllr M Mitchell  
Cllr M Mitchell – proposed by Cllr M Mitchell, seconded by Cllr IR Shillabeer  
Cllr G Owen - proposed by Cllr G Owen, seconded by Cllr A Lewis  
Cllr RJ Higginson - proposed by Cllr M Mitchell, seconded by Cllr F Rowberry  
Cllr F Rowberry - proposed by Cllr M Mitchell, seconded by Cllr RJ Higginson  
Cllr A Mayo - proposed by Cllr M Mitchell, seconded by Cllr IR Shillabeer  
Cllr A Lewis – proposed by Cllr A Lewis, seconded by Cllr M Mitchell

Members **RESOLVED** to elect Cllr RJ Higginson, Cllr A Lewis, Cllr A Mayo, Cllr M Mitchell, Cllr G Owen, Cllr F Rowberry and Cllr P Strong.

- **Environment and Climate Change Working Group (7)**

The following Members were nominated:

Cllr A Mayo – proposed by Cllr M Mitchell, seconded by Cllr A Lewis  
Cllr IR Shillabeer – proposed by Cllr IR Shillabeer, seconded by Cllr RJ Higginson  
Cllr M Mitchell – proposed by Cllr M Mitchell, seconded by Cllr A Lewis  
Cllr A Lewis – proposed by Cllr A Lewis, seconded by Cllr M Mitchell  
Cllr G Owen – proposed by Cllr M Mitchell, seconded by Cllr A Lewis  
Cllr RJ Higginson – proposed by Cllr RJ Higginson, seconded by Cllr A Lewis  
Cllr M Peters – proposed by Cllr A Mayo, refused by Cllr M Peters  
Cllr C Cochrane – proposed by Cllr M Mitchell, seconded by Cllr A Lewis

Members **RESOLVED** to elect Cllr C Cochrane, Cllr RJ Higginson, Cllr A Lewis, Cllr A Mayo, Cllr M Mitchell, Cllr G Owen and Cllr IR Shillabeer.

- **King George V Playing Fields Planning Working Group (7)**

The following Members were nominated:

Cllr F Rowberry – proposed by Cllr M Mitchell, seconded by Cllr IR Shillabeer  
Cllr IR Shillabeer – proposed by Cllr IR Shillabeer, seconded by Cllr M Mitchell  
Cllr M Mitchell – proposed by Cllr M Mitchell, seconded by Cllr IR Shillabeer  
Cllr A Mayo – proposed by Cllr M Mitchell, seconded by Cllr A Lewis  
Cllr J Davies - proposed by Cllr M Mitchell, seconded by Cllr A Lewis

Cllr C Cochrane – proposed by Cllr M Mitchell, seconded by Cllr IR Shillabeer  
Cllr A Lewis – proposed by Cllr A Lewis, seconded by Cllr M Mitchell

Members **RESOLVED** to elect Cllr C Cochrane, Cllr J Davies, Cllr A Lewis, Cllr A Mayo, Cllr M Mitchell, Cllr F Rowberry and Cllr IR Shillabeer.

- **User Sub-Committee King George V Playing Fields (7)**

The following Members were nominated:

Cllr IR Shillabeer – proposed by Cllr IR Shillabeer, seconded by Cllr M Mitchell  
Cllr P Strong – proposed by Cllr M Mitchell, seconded by Cllr IR Shillabeer  
Cllr A Lewis - proposed by Cllr M Mitchell, seconded by Cllr RJ Higginson  
Cllr A Mayo - proposed by Cllr M Mitchell, seconded by Cllr IR Shillabeer  
Cllr M Mitchell - proposed by Cllr M Mitchell, seconded by Cllr A Lewis  
Cllr F Rowberry - proposed by Cllr M Mitchell, seconded by Cllr IR Shillabeer  
Cllr G Owen - proposed by Cllr M Mitchell, seconded by Cllr A Lewis

Members **RESOLVED** to elect Cllr A Lewis, Cllr A Mayo, Cllr M Mitchell, Cllr G Owen, Cllr F Rowberry, Cllr IR Shillabeer and Cllr P Strong.

### **11/2026-27 Nominations to Outside Bodies**

Members **RESOLVED** to elect Members for the Town Council Representatives on Outside Bodies for the Civic Year 2026/2027:

- **School Governors**

#### **Dewstow Primary School (1)**

Cllr G McIntyre – proposed by Cllr B Barrett, seconded by Cllr J Harris

Members **RESOLVED** to elect Cllr G McIntyre.

#### **Durand Road Primary School (1)**

Cllr C Jones – proposed by Cllr C Jones, seconded by Cllr J Harris  
Cllr C Cochrane – proposed by Cllr M Mitchell, seconded by Cllr A Lewis

Members **RESOLVED** to elect Cllr C Cochrane.

#### **Castle Park Primary School (1)**

Cllr F Rowberry – proposed by Cllr P Strong, seconded by Cllr RJ Higginson

Members **RESOLVED** to elect Cllr F Rowberry.

- **Herbert Charity Trust (2)**

Cllr RJ Higginson – proposed by Cllr RJ Higginson, seconded by Cllr IR Shillabeer  
Cllr M Mitchell – proposed by Cllr M Mitchell, seconded by Cllr A Lewis

Members **RESOLVED** to elect Cllr RJ Higginson and Cllr M Mitchell.

- **MCC CCTC Working Group (2)**

Cllr B Barrett – proposed by Cllr G McIntyre, seconded by Cllr J Harris  
Cllr IR Shillabeer – proposed by Cllr M Mitchell, seconded by Cllr G Owen

Members **RESOLVED** to elect Cllr B Barrett and Cllr IR Shillabeer

- **Sevenside Area Committee (1)**  
Cllr F Rowberry – proposed by Cllr RJ Higginson, seconded by Cllr IR Shillabeer  
Cllr B Barrett – proposed by Cllr G McIntyre, seconded by Cllr J Harris  
Cllr IR Shillabeer – proposed by Cllr M Mitchell, seconded by Cllr G Owen

Members **RESOLVED** to elect Cllr F Rowberry and Cllr IR Shillabeer as Deputy.

- **Caldicot Foodbank Steering Committee (1)**  
Cllr M Mitchell – proposed by Cllr RJ Higginson, seconded by Cllr IR Shillabeer

Members **RESOLVED** to elect Cllr M Mitchell.

- **MCC Give Dog Fouling The Red Card Working Group (1)**  
Cllr F Rowberry – proposed by Cllr F Rowberry, seconded by Cllr M Mitchell

Members **RESOLVED** to elect Cllr F Rowberry.

- **Mon/Torfaen Youth Offending Team – Restorative Justice (1)**  
Cllr A Lewis – proposed by Cllr RJ Higginson, seconded by Cllr IR Shillabeer

Members **RESOLVED** to elect Cllr A Lewis.

- **Caldicot Youth Group (1)**  
Cllr M Mitchell – proposed by Cllr M Mitchell, seconded by Cllr IR Shillabeer  
Cllr A Lewis – proposed by Cllr M Mitchell, seconded by Cllr IR Shillabeer

Members **RESOLVED** to elect Cllr A Lewis and Cllr M Mitchell.

- **Caldicot Town Team (1)**  
Cllr P Strong – proposed by Cllr P Strong, seconded by Cllr M Mitchell

Members **RESOLVED** to elect Cllr P Strong.

- **GAVO (1)**  
Cllr G Owen – proposed by Cllr RJ Higginson, seconded by Cllr A Mayo

Members **RESOLVED** to elect Cllr G Owen.

- **Caldicot Business Forum (7)**  
Cllr IR Shillabeer – proposed by Cllr M Mitchell, seconded by Cllr F Rowberry  
Cllr P Strong - proposed by Cllr M Mitchell, seconded by Cllr F Rowberry  
Cllr C Cochrane – proposed by Cllr M Mitchell, seconded by Cllr RJ Higginson  
Cllr J Davies – proposed by Cllr M Mitchell, seconded by Cllr RJ Higginson  
Cllr M Mitchell – proposed by Cllr RJ Higginson, seconded by Cllr A Lewis  
Cllr G Owen – proposed by Cllr G Owen, seconded by Cllr RJ Higginson  
Cllr A McIntyre – proposed by Cllr IR Shillabeer, refused by Cllr A McIntyre  
Cllr A Mayo – proposed by Cllr A Mayo, seconded by Cllr F Rowberry

Members **RESOLVED** to elect Cllr C Cochrane, Cllr J Davies, Cllr A Mayo, Cllr M Mitchell, Cllr G Owen, Cllr IR Shillabeer and Cllr P Strong.

## 12/2026-27 Terms of Reference Report

Members **RESOLVED** that the item be deferred to a subsequent Full Town Council meeting.

### **13/2026-27 Standing Orders**

Members **RESOLVED** that the item be deferred to a subsequent Full Town Council meeting.

### **14/2026-27 Financial Regulations**

Members **RESOLVED** to approve the Financial Regulations.

Proposed by Cllr M Mitchell, seconded by Cllr A Lewis.

### **15/2026-27 To Confirm Banking Arrangements for 2026-27**

- **Bank Signatory [not a cheque signatory or committee]**  
Members **RESOLVED** to elect Cllr F Rowberry and Cllr G Owen (reserve).  
Proposed by Cllr RJ Higginson, seconded by Cllr A Lewis.
- **Cheque Signatories [not a committee]**  
Members **RESOLVED** to elect Cllr C Cochrane, Cllr M Mitchell, Cllr IR Shillabeer and Cllr P Strong.  
Proposed by Cllr M Mitchell, seconded by Cllr A Lewis

### **16/2026-27 Direct Debit and Regular Payments**

Members **RESOLVED** that the item be deferred to a subsequent Full Town Council meeting.

### **17/2026-27 Calendar of Meetings 2026-27**

Members **RESOLVED** to note the legislative requirement to publish a calendar of council meetings for the next 18 months at the Annual Meeting.

Members **RESOLVED** that the calendar of meetings for the next 18 months is published, in accordance with statutory obligations, subject to the amendment of the 2027 Annual Meeting to 19th May 2027.

### **18/2026-27 Reaffirm the Meeting Allowances for 2026-27**

Members **RESOLVED** to note the mandatory allowances as outlined within the Annual Remuneration Reports and approved their implementation.

Members **RESOLVED** to continue optional payments and allowances.  
Proposed by Cllr M Mitchell, seconded by Cllr P Strong.

Members **RESOLVED** to approve that payments due during the year are administered in two instalments, at the six-month point and at the end of the financial year.  
Proposed by Cllr M Mitchell, seconded by Cllr P Strong.

Members noted the variation in the figures and noted that previous payments would be reviewed.

Members **RESOLVED** to suspend Standing Orders and extend the meeting by a further thirty minutes to conclude business.

Proposed by Cllr A Mayo, seconded by Cllr IR Shillabeer

### **19/2026-27 Insurance Renewal 2026-27**

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

Proposed by Cllr RJ Higginson, seconded by Cllr A Lewis.

**20/2026-27 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**

**21/2026-27 Insurance Renewal 2026-27**

Members noted the number of employees is incorrect.

Members requested clarification as to whether the insurance cover includes the allotments and volunteers.

Members **RESOLVED** to approve the insurance renewal for 2026-27 by James Hallam, subject to the amendment of the number of employees and the clarification requested and **RESOLVED** to approve the renewal of all insurance policies on a one-year basis for the period 1st June 2026 to 31st May 2027.

Proposed by Cllr P Strong, seconded by Cllr A Lewis

Meeting ended at 8:15 p.m.

Signed ..... Date .....

Chair



# PLISMONA CYMDOGAETH – Y NEWYDDION DIWEDDARAF NEIGHBOURHOOD POLICING UPDATE

## Monmouthshire South Monthly Update May 2026

**WARD NAME:** Caldicot



### Crime in Caldicot in May

Crime Category	# of crimes	%
<b>Total</b>	<b>76</b>	<b>100%</b>
Violence without injury	17	22%
Public order	16	21%
Violence with injury	10	13%
Criminal damage & arson	8	11%
All other theft	5	6%
Shoplift	5	6%
Misc crimes against society	3	4%
Drug offences	3	4%
Possession of weapons	2	3%
Dwelling burglary	2	3%
Robbery	1	1%
<i>Redacted incidents</i>	4	5%

### Crime in Caldicot in May by location

Ward name	# of crimes
Dewstow	18
Green lane	18
West end	15
Severn	13
Caldicot Castle	12

### Top Crime Categories

In May 2026 for the Caldicot area, as you can see Violence without injury is the top crime category



# PLISMONA CYMDOGAETH – Y NEWYDDION DIWEDDARAF NEIGHBOURHOOD POLICING UPDATE

## Main issues for Caldicot for the Month of May are:

- We are noticing an increase/ Anti-social behaviour hot spot developing in the grass field near Caldicot Playground, behind Wentwood view and Clos ger y Nant. Youths have constructed bike jumps in the wooded area. We are receiving reports of deliberate fires being lit in the area. Very recently we have seen an increase in off road motorbikes being used on the joint foot and cycle path in this area.
- A large group of travellers set up in the fields of Sudbrook cricket ground, next to Caldicot leisure centre. The travellers have since departed, and reassurance visits were conducted to local residents who were directly distressed by the traveller presence.

## Good work:

- Our PCSO's continue to engage with the community and set up regular surgeries to stay connecting with the community.
- Reports for off road bikes near Benjamin Avenue have fallen since 3 off road bikes were seized.
- Multiple proactive patrols have resulted in several successful stop searches with illegal substances seized.
- A new intake of PCSO's have landed at Caldicot. They will work with the team to engage with their new communities and introduce themselves to the public.
- We continue to inform members of the public about our new messaging system "Neighbourhood Matters". QR code for signing up can be found below.





# PLISMONA CYMDOGAETH – Y NEWYDDION DIWEDDARAF NEIGHBOURHOOD POLICING UPDATE

## Where can you meet us?

- Our next police surgery is on June 10<sup>th</sup> at Together Works between 1:30pm and 2:30pm
- Dates will be released on our Facebook page and Neighbourhood matters of any upcoming surgeries or community events in the Caldicot Area

We are looking to engage more with groups and tackle issues in the community proactively. Contact us if there are any engagement opportunities that you would like us to be a part of, or specific issues within your community that the police can look in to. See contact details below.

## Caldicot Neighbourhood team:

Caldicot Ward managers: PC 1896 [James.Brooks@gwent.police.uk](mailto:James.Brooks@gwent.police.uk)  
PC 2370 [Daniel.Graham@gwent.police.uk](mailto:Daniel.Graham@gwent.police.uk)

PCSO 534 Adam Richards (Dewstow CC, Green Lane CC, Severn CC, West end CC, Portskewett CC) - [Adam.Richards@gwent.police.uk](mailto:Adam.Richards@gwent.police.uk)

PCSO 545 Jack Paterson (Dewstow CC, Green Lane CC, Severn CC, West end CC, Caerwent CC) - [Jack.Paterson@gwent.police.uk](mailto:Jack.Paterson@gwent.police.uk)

PCSO 541 Tobie Van-Arkle (Rogiet CC, The Elms CC, Mill CC) - [Tobie.VanArkel@gwent.police.uk](mailto:Tobie.VanArkel@gwent.police.uk)

**If you have any additional enquiries or wish to address any issues.  
Please feel free to email or contact.**

Report completed by PCSO-534 Adam Richards

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## Monmouthshire South Neighbourhood POLICING TEAM

Social media



[@gwent.pnn.police.uk](https://twitter.com/gwent.pnn.police.uk)