Caldicot Town Council
Caldicot Town Council Building, Sandy Lane, Caldicot NP26 4NA
Tel: 01291 420441 Email: towncouncil@caldicottc.org.uk

Minutes of Annual Meeting of Full Town Council held at 6:00 p.m. on Wednesday 20th 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 13th 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 21st 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 12th 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

- **Severnside 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

Monmouthshire CC report to Caldicot Town Council

P and R meeting 9th June 2026

I usually submit report to full council but due to the AGM last month I have produced this report for the June P and R meeting.

Monmouthshire County Council meetings since the last report.

- **MCC Full Council was held on the 14th May, this was the AGM meeting. At the meeting, the new Chair and Vice Chair are elected for the coming year. Cllr Pete Strong's term of office came to an end he is replaced by Cllr Tudor Thomas as Chair.**

The meeting also ratified appointments to various outside bodies and appointments to committees.

Agenda for County Council on Thursday, 14th May, 2026, 2.00 pm - Modern Council

The next Full Council meeting will be on the 25th June at 2 pm.

Two Monmouthshire CC People Scrutiny meetings took place this month.

- **29th May Library Strategy**

This meeting took place to scrutinise the Monmouthshire County Council Public Libraries Strategy 2025-2030 following a recent public consultation .

The documents can be found below.

https://democracy.monmouthshire.gov.uk/documents/s45058/Library%20Strategy%20Report%20-%20People%20Scrutiny.pdf

The meeting was given a presentation by the relevant officers and gain an insight into the broad range of activities currently provided by the library service.

Link to the meeting:

Agenda for People Scrutiny Committee on Wednesday, 29th April 2026, 10.00 am - Modern Council

- On 28th May the People Scrutiny meeting met to conduct consideration of proposed investment to improve facilities at Caldicot Leisure Centre.

The proposal includes the refurbishment and reconfiguration of the main gym and first-floor areas, with the creation of a modern 40-station fitness suite. Improvements will also be made to smaller gym areas, studios, multi-purpose spaces, and circulation areas to enhance usability and flow. The project includes a full refurbishment of toilet facilities (male, female, and accessible), as well as upgrades to core infrastructure such as flooring, lighting, power, data, and decoration. In addition, there will be a full replacement of fitness equipment, supported by a significant investment in new, modern equipment.

Link to the meeting can be found here:

https://democracy.monmouthshire.gov.uk/ieListDocuments.aspx?CId=304&MId=6690

Next meeting of People Scrutiny meeting will be held on 18th June.

Current Consultations

- Caldicot Placemaking consultations are now underway.

The Town Council and Monmouthshire County Council are working together to produce an updated placemaking plan for Caldicot town centre.

Enhancing Caldicot will be a shared vision for a thriving and successful town centre. The aim of the plan will consider the main challenges and opportunities for Caldicot and identify priority projects. In turn this will help direct and prioritise investment from both the public and private sector that will support positive change.

As part of these consultations, I attended a lively and interesting workshop on the 1st June I also went to the pop-up event in the village the following day.

It is important that as many residents get to express their views about any future for plans Caldicot. This can be done by completing the survey or there are physical copies of the survey can be found at the Town Council offices or Caldicot Community Library until June 23rd.

This is the link to the Caldicot Placemaking Survey.

https://www.letstalkmonmouthshire.co.uk/enhancing-caldicot

- **Let's Talk Primary School Meals consultation.**

Monmouthshire CC are asking for feedback re Primary School meals if you have a child at school the survey can be found here:

https://www.letstalkmonmouthshire.co.uk/primary-school-meals

Latest local news

Official Opening of the 3G pitch

On Friday I attended the official opening of the 3G pitch in Caldicot.

The redevelopment replaces the previous 2G surface with a modern 3G pitch, providing a safer, more durable, and reliable space for year-round use. The first of its kind in Wales, the new surface contains an organic, cork infill system, which is biodegradable and boasts a much higher sustainability level than that of a traditional rubber infill system.

The work on the Multi User Route has now started. The project includes the construction of a new accessible active travel route that will connect the northern end of the completed Caldicot Links active travel route, with the Cornfield project and the west-east route through Caldicot Castle Country Park.

Unauthorised encampment in Caldicot

At the beginning of May I offered my support to local residents and the Cricket Club who were affected by the unauthorised encampment on the school field and in close proximity to the club pavilion. During this period I was able to represent their concerns at a case conference convened by MCC.

DOG FOULING AND LITTER

A company has been contracted to provide enforcement support to MCC's own staff in relation to 'environmental offences' such as dog

fouling and litter. The two enforcement officers will have authority to issue fixed penalty notices.

All fine income will be payable to MCC, contributing to the cost of the contract. The primary aim of this initiative is to encourage behaviour change — promoting responsible waste disposal and dog ownership — rather than to generate income. Success will be measured by reductions in litter and increased compliance with Public Service Protection Order requirements, rather than by the number of fines issued.

Welsh Churches Fund

Through the Welsh Churches Act Fund, MCC have supported a number of societies and groups over the last year, local groups have included Caldicot Pride as well as many sports and church groups. The next meeting to consider applications is on the 25th June.

The link on the MCC website can be found here,

https://www.monmouthshire.gov.uk/welsh-church-fund/

Corporate Parenting Representative

As a member of the MCC Corporate Parenting Panel on Friday 5th June I attended a Foster Care Appreciation event to recognise and value the work and support Monmouthshire Foster carers do across the county offer to children and young people.

If anyone is interested in becoming a foster carer the link to the MCC website can be found here.

https://monmouthshire.fosterwales.gov.wales/

Jackie Strong

Monmouthshire County Councillor

Caldicot Cross Ward

Jackiestrong@monmouthshire.gov.uk

June 2026

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	%
Total	**76**	**100%**
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%
Redacted incidents	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 10th 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
PC 2370 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

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

PCSO 541 Tobie Van-Arkle (Rogiet CC, The Elms CC, Mill CC) - 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

Monmouthshire South Neighbourhood POLICING TEAM

Social media

@gwent.pnn.police.uk