



**Minutes of Full Town Council (Planning and Resources) Meeting held at 18:30 p.m.
on Tuesday 8th July 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 A Mayo
Cllr G Owen
Cllr P Strong
Cllr J Woodfield

Also present: M Tredwin – Town Clerk
L Wallington – Administrative Officer

FTCPR8/2025-26 Welcome

The Chair welcomed everyone to the meeting.

FTCPR9/2025-26 Apologies for Absence

RESOLVED to receive apologies of absence from Cllr J Bond, Cllr A Easson, Cllr IR Shillabeer and Cllr R Wilsher.

FTCPR10/2025-26 Declarations of Interest

There were no declarations of interest received.

FTCPR11/2025-26 Public Question Time and Participation

There were no questions received from members of the public.

FTCPR12/2025-26 Minutes

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

- i) **Full Town Council (Planning and Resources) 10th June 2025**
Proposed by Cllr C Cochrane, seconded by Cllr G Owen.

FTCPR13/2025-26 Planning

i) **Planning Applications for Consideration**

- **DM/2025/00719:** Change of use of the first floor from offices (use class b1a) to 1no self-contained flat (use class c3) including external alterations including creation of a new residential entrance together with bicycle and refuse. 7 Wesley Buildings, Newport Road, Caldicot, NP26 4LY

Members **RESOLVED** to **recommend** support of **approval** for application **DM/2025/00719**.
Proposed by Cllr C Cochrane, seconded by Cllr W Conniff.
Cllr A Mayo abstained from the vote.

- **DM/2025/00736:** Single storey extension to rear of property, dormer to rear of property and 1.5 storey extension to front and side of dwelling. New garage. 5 Troddi Close, Caldicot, NP26 4PW

Members **RESOLVED** to **recommend** support of **approval** for application **DM/2025/00736**.
Proposed by Cllr J Woodfield, seconded by Cllr C Cochrane.

- **DM/2025/00764:** Construction of single storey rear extension, re-roofing of the main house (to include an integrated PV solar array), removal of stone and composite cladding, and rendering of the main house front facade. Replace and upgrade doors and windows throughout, internal remodelling and thermal upgrading, and associated works. 18 Blackbird Road, Caldicot, NP26 5RF

Members **RESOLVED** to **recommend** support of **approval** for application **DM/2025/00764**.
Proposed by Cllr A Mayo, seconded by Cllr F Rowberry.

- **DM/2025/00777:** Rear single storey extension. 35 Elan Way, Caldicot, NP26 4PZ
Members **RESOLVED** to **recommend** support of **approval** for application **DM/2025/00777**.
Proposed by Cllr J Woodfield, seconded by Cllr C Cochrane.

- **DM/2025/00820:** Side single storey extension. 50 Castle Lea, Caldicot, NP26 4HR
Members **RESOLVED** to **recommend** support of **approval** for application **DM/2025/00820**.
Proposed by Cllr C Cochrane, seconded by Cllr W Conniff.

- **DM/2025/00845:** Single storey rear flat roof extension. 20 Osprey Drive, Caldicot, NP26 5RL
Members **RESOLVED** to **recommend** support of **approval** for application **DM/2025/00845**.
Proposed by Cllr A Mayo, seconded by Cllr C Cochrane.

ii) **MCC Approved Planning Applications**

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

- **DM/2025/00637:** Convert existing conservatory to extension with flat roof. 12 Osprey Drive, Caldicot, NP26 5RL

FTCPR14/2025-26 Date of Next Meeting

Members **RESOLVED** to note that the next meeting of Full Town Council is scheduled to be held on Wednesday 30th July 2025.

Meeting ended at 18:56 p.m.

Signed Date

Chair

Minutes of Environment and Climate Change Working group

22.7.25 @ 18:00hrs

Present: Wyndham Conniff, Anthony Mayo, Rob Wilsher, Bob Shillibeer, Jill Bond.

Apologies: Jim Higginson, Amanda Lewis

Meeting started at 18:02hrs

PROGRESS AGAINST AGENDA

1. **Welcome** – see above
2. **Apologies for absence** – see above
3. **Declarations of Interest** – none thought relevant
4. **Public questions** – not applicable – Public not informed of meeting.
5. **Minutes of last meeting** – Agreed.
6. **Local Places for Nature funding** – Rob gave an update. Rob contacted the schools but action confused on previous and this agenda. Rob was to contact schools regarding their work towards Environment and Climate Change and make them aware of this group, not Local Places for Nature funding. Rob will go back to schools in September (new term) to complete action. **Local Places for Nature funding** – Lisa's work with Rachel Carter. Covered by Lucy at the moment. Wyndham to liaise with Lucy and support re. planters in Community Garden, and see what needs to be done in Lisa's absence.
7. **Coastal partnerships – Gwent wetlands** – Wyndham shared that there might be funding available from Newport or Cardiff. To cover Cardiff to Chepstow. Wyndham to follow up what might be included.
8. **Planters competition** – see action under item 6
9. **Microplastics initiatives** – agenda item not understood – was this with regard to reducing use of plastics? If so, Jill to progress and apply for grant for TogetherWORKS.
10. **Establish partnership with MHA – solar panels for TC building** – Wyndham to progress detail of why it was stated that the roof is not strong enough for solar panels. Is this a risk? If confirmed, is it on the risk register?
11. **Litter picking** – Jill gave an update – information from Rob and liaison with MCC Wales litter imminent. Plan to support Caldicot group of individuals after approval to share information – re. GDPR.
12. **Environmental awards** – agenda incorrect – see 6 above.
13. **Copse** – Information is available from Rachel Carter's work with Lisa. Clerk to share with Group for further discussion.
14. **Church road** – Wyndham to follow up further.
15. **Responses from other actions** –
 - Wyndham – Yes TC separates waste for recycling.
 - Link to MCC E&CC meeting sent by Clerk/Gabby.
16. **Date of next meeting** – Wyndham to agree with Amanda Tuesday 12th or 19th at 18:00hrs

ACTIONS

1. **Wyndham** – determine if proposals can be taken to Town Council at earliest meeting.

Members RESOLVED to take to full Council these 4 items

- That all Town Council receive information regarding 'Nature isn't neat' as soon as possible to be able to answer resident's queries and help change behaviour.

- For Council to consider 'Cool space' for summer months as well as 'Warm space'
 - That the integrity of the Town Council Building Roof be checked as soon as possible. In order to apply for the available grant, where applications are set to close on 1st August 2025.
 - That an E&CC event is progressed for September, for Town Council and any interested parties to share and discuss facts e.g. expected 50cm increase in sea level by 2050. To instil the urgency for changes in behaviour and individuals and Government action.
2. **Rob** – to get update from schools e.g. if Environmental awards are still attained and make schools aware of this Group. September 2025
 3. **Wyndham** – ask for Copse proposal by Lisa and Rachel Carter to be shared with this group, for discussion at next meeting.
 4. **Wyndham** – Find out if the TC roof is too fragile for PVs. Then progress accordingly.
 5. **Wyndham** – progress relationship with Gwent wetlands
 6. **Rob** – Ask Clerk about who is responsible for upkeep and planting on Church road.
 7. **Wyndham** to follow up about Planters competition for community garden and all other work needed for Community Garden completion.
 8. **Jill** – to update Group about Litter after meeting with MCC and Welsh Litter
 9. **Wyndham** – determine date 12th or 19th August at 18:00hrs and communicate.

GROUP IDEAS for local actions to support Environment and Climate change

- **Nature isn't neat** – use offers from MCC to share
- **Use Products better for the Environment** – in TC and promote in Community e.g Citric and Acetic acid.
- **Reduce waste** - plastic, liquid soap/shampoo – replace with solid soaps etc.
- **Get schools involved**
- **Environmental goods shop**
- **Copse- Sandy lane** – Environment managed/rewild and mental health space
- **Trees**
- **Share on TC website**
- **Cycle to work and car share schemes**
- **Wind turbine**
- **Warm/cool space**
- **Electric bicycles.**