



**Minutes of Grants Committee Meeting held at 10:00 a.m. on Wednesday 13<sup>th</sup> May 2026 at the Caldicot Town Council Building, Sandy Lane, Caldicot NP26 4NA**

**Present:** Cllr F Rowberry - Chair  
Cllr J Davies  
Cllr RJ Higginson  
Cllr M Mitchell  
Cllr IR Shillabeer

**Also present:** L Wallington – Community Development Officer  
Members of the Public x 1

**G8/2025-26 Welcome**

The Chair welcomed everyone to the meeting.

**G9/2025-26 Apologies for Absence**

**RESOLVED** to receive apologies for absence from Cllr C Cochrane.

**G10/2025-26 Declarations of Interest**

Cllr RJ Higginson declared a personal prejudicial interest relating to Item 6viii Caldicot Rugby Club, as a member of Caldicot Rugby Club.

Cllr F Rowberry declared a personal prejudicial interest relating to Item 6vii Caldicot Town AFC, as a member of Caldicot Town AFC.

Cllr M Mitchell declared a personal prejudicial interest relating to Item 6vi Caldicot Pride, as a member of Caldicot Pride.

**G11/2025-26 Public Question Time and Participation**

No questions were received.

**G12/2025-26 Minutes**

Members **RESOLVED** to confirm the minutes contained therein:

- i) **Minutes of Grants Committee Meeting held on Tuesday 7<sup>th</sup> October 2025**  
Proposed by Cllr RJ Higginson, seconded by Cllr IR Shillabeer

**G13/2025-26 Grant Applications**

Members considered the following grant applications:

- i) **Portskewett and Sudbrook Junior Football Club - £5,000.00**  
Members noted that the application was not supported by the required financial statements or evidence of costs. Members raised concerns regarding the unclear proportion of Caldicot beneficiaries.

Members **RESOLVED** to **recommend** that the application be deferred pending further information.

Proposed by Cllr J Davies, seconded by Cllr M Mitchell.

**ii) Caldicot Town Team - £775.00**

Members noted that the application was not supported by the required financial evidence of costs.

Members **RESOLVED** to **recommend** that the application be deferred pending further information.

Proposed by Cllr J Davies, seconded by Cllr RJ Higginson.

**iii) Caldicot Castle JFC - £1,663.89**

Members noted that the constitution and bank statements had been received following the publication of the agenda.

Members **RESOLVED** to **recommend** awarding 100% (£1,663.89) of the requested grant from budget code 3010, subject to the submission of a financial quotation and the inclusion of "Caldicot Town Council" on the team kit.

Proposed by Cllr M Mitchell, seconded by Cllr J Davies.

**iv) Caldicot Community Café - £1,500.00 to £2,000.00**

Members **RESOLVED** to **recommend** awarding 100% (£1,500.00) of the requested grant from budget code 3090.

Proposed by Cllr RJ Higginson, seconded by Cllr J Davies.

**v) TogetherWORKS Caldicot - £900.00**

Members noted that the application was not supported by the required financial statements or evidence of costs.

Members **RESOLVED** to **recommend** that the application be deferred pending further information.

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

**vi) Caldicot Pride - £1,500.00**

Cllr M Mitchell left the meeting at 10:26 a.m.

Members **RESOLVED** to **recommend** awarding 100% (£1,500.00) of the requested grant from budget code 3010.

Proposed by Cllr J Davies, seconded by Cllr RJ Higginson,

Cllr M Mitchell rejoined the meeting at 10:32 a.m.

**vii) Caldicot Town AFC - £7,000.00**

Cllr F Rowberry left the meeting at 10:32 a.m.

Members noted that the application was not supported by the required financial statements or evidence of costs.

Members **RESOLVED** to **recommend** that the application be deferred pending further information.

Proposed by Cllr M Mitchell, seconded by Cllr J Davies.

Cllr F Rowberry rejoined the meeting at 10:36 a.m.

**viii) Caldicot Rugby Club - £21,006.90**

Cllr RJ Higginson left the meeting at 10:36 a.m.

Members raised concerns regarding the high level of reserves held by the applicant and expressed uncertainty regarding the effectiveness of the proposed fencing in preventing dog fouling. Members noted that the request exceeded the Committee's budget and would not be viable for the Council to support. It was also noted that no applications had been made to external funding bodies and Members suggested that Officers notify the applicant of alternative sport-specific funding opportunities that may be more suitable.

Members **RESOLVED** to **recommend** that the application be deferred pending further information and that Officers support the club in identifying alternative external funding sources.

Proposed by Cllr J Davies, seconded by Cllr IR Shillabeer.

Cllr RJ Higginson rejoined the meeting at 10:48 a.m.

**ix) Coffee and Craft - £780.00**

Members **RESOLVED** to **recommend** awarding 100% (£780.00) of the requested grant from budget code 3090.

Proposed by Cllr IR Shillabeer, seconded by Cllr RJ Higginson.

**G14/2025-26 Date of Next Meeting**

Members **RESOLVED** to note that the next meeting of the Grants Committee is scheduled to be held on Monday 14th September 2026.

Meeting ended at 10:55 a.m.

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

Chair