

1<sup>st</sup> June 2022

Dear Councillors

You are hereby summoned to attend an Ordinary meeting of the Planning and Administration Committee of Chepstow Town Council to be held in the Council Chamber, The Gatehouse, High Street, Chepstow and online via Zoom <https://zoom.us/j/7344109571>, on Wednesday, 8<sup>th</sup> June 2022 at 5.30pm, for the purpose of transacting the following business.

*Members are reminded that they attend this meeting under the provisions of the Town Council's Code of Conduct*

Yours faithfully



Lucy Allen  
**Town Clerk**

#### **AGENDA**

**1. Election of Chair and Vice Chair**

**2. Declaration of interest in items on the agenda**

Declarations of Interest form attached for completion and return to the office. Interests may also be declared at any point in the meeting if the need arises.

**3. To Suspend Standing Orders**

a) Public Open Forum (15 minutes at the discretion of the Chair)

Members of the public are invited to address the Council in relation to items on the agenda. A member of the public shall not speak for more than 5 minutes unless directed by the Chair. A question shall not require a response at the meeting nor start a debate on the question. The Chair may direct that a written or oral response be given.

**4. Minutes**

To approve the [minutes of the Planning and Administration Committee held on the 27<sup>th</sup> April 2022](#).

**5. Matters Arising**

To report matters arising from the minutes, not on the agenda: for information only.

**6. Monmouthshire County Council Planning Decisions**

To note the following decisions of Monmouthshire County Council:

(A=Approved/D=Declined) (E=Endorsed CTC decision/C=Contrary to CTC decision):

A	DM/2021/01562	Plot 5 Lower Hardwick, Hardwick Hill	C
A	DM/2021/01623	Little Hervells Court, 3 Hardwick Hill	C

**7. Planning Applications**

To consider the following planning applications:

[DM/2022/00046](#) - Afon Gwy Hotel, 28 Bridge Street (Chepstow Castle)

Re-consultation - Alteration and extension of existing kitchen extraction ductwork to the rear.

[DM/2022/00555](#) - 19 Alexandra Road, Bulwark (Bulwark)

Construction of single storey side extension

[DM/2022/00616](#) - Units 4, 5 And 6, Rifleman's Walk (Chepstow Castle)

Extension to existing retail units.

[DM/2022/00631](#) - 7 St David's Close, Chepstow (Larkfield Ward)  
Retrospective planning sought for the erection of an 8-foot x 6 foot shed in our front garden.

[DM/2022/00633](#) - 1 River View, Chepstow (Chepstow Castle)  
Proposed two storey side extension

[DM/2022/00659](#) - 44 Huntfield Road, Chepstow (St Kingsmark)  
Erect a conservatory to the rear elevation.

[DM/2022/00670](#) - 38 Sycamore Avenue, Bulwark (Bulwark Ward)  
Proposed new boundary fence to rear and side garden. The existing fence is a ranch style and in need of replacement it has an open and exposed feeling to the garden. A solid 1.8 metre fence is required to provide a safe and secure private rear garden. The proposed construction is for a 1.8 metre fence with concrete posts, with a 30cm gravel board and a wooden close board fence panels to give a quality long lasting fence.

[DM/2022/00674](#) - 16 Nelson Street, Chepstow (Chepstow Castle)  
Change of use to wine shop, bar and tapas restaurant

[DM/2022/00729](#) - 27 Western Avenue, Bulwark (Bulwark Ward)  
Single store extension to side property to provide a wet area facility.

[DM/2022/00762](#) - 15 Turnpike Close (St Kingsmark Ward)  
Proposal is for the Change of use of land to use as part of the domestic curtilage of 15 Turnpike Close. This would include the removal of overgrowth (brambles, nettles, perennial weeds) and existing western boundary 3ft tall Chain link fence between 15 Turnpike Close & adjoining land. Proposed erection of new boundary fence, height 2m, timber construction, around the boundary of the domestic curtilage and Division of land into two main areas. At the front would be a parking area for 1 vehicle. At rear would be a grass lawn. Areas divided by timber fence.

[DM/2022/00770](#) – Unit 1, Hanbury House, Welsh Street (Chepstow Castle Ward)  
Change of use from a shop to a personal training studio-gym. External louvre vents and drip pipes to be added above the window for internal climate control purpose. Additional louvres to replace the current boards for security over the openable windows.

## 8. Correspondence

### a) Monmouthshire County Council New and Decided Enforcement Cases

To note the [new](#) and [decided](#) enforcement decisions of Monmouthshire County Council for April 2022 .

### b) Planning Aid Wales – Training

To consider attendance at "[Introduction to the Planning System in Wales](#)", remote learning on Wednesday 15th June 2022, 6pm to 8pm at a cost of £35.00 per delegate (*LGA 1972, s111*).

### c) Planning Aid Wales – Planning from Start to Finish

To consider enrolling on "[Planning from Start to Finish](#)" which is an online course produced specifically for Town and Community Councils, is an introduction to or refresher on all aspects of the planning system in Wales. Cost of a one year course for up to 20 Councillors is £150.00 (*LGA 1972, s111*).

*The course will take around 2 hours to complete in one sitting or can be viewed in parts (the course is broken into 20+ short video sections).*

### d) Planning Aid Wales – The Value of Place Plans

To consider attendance at "[The Value of Place Plans](#)" training event being held on Monday, 20<sup>th</sup> June 2022 at Wrexham Glyndwr University, free event.

### e) Monmouthshire County Council Planning Committee Site Inspection - Tuesday 7<sup>th</sup> June 2022 at 13:10

To note site visit re: [DM/2021/01693](#): Demolition of existing dwelling and erection of a replacement dwelling and an additional dwelling - Overdale, 1 St Lawrence Road, Chepstow, NP16 5BJ

## 9. Date of Next Meeting

To confirm that the next meeting of the Planning and Administrative Committee of Chepstow Town Council will be held on Wednesday, 22nd June 2022 at 6.15pm in the Council Chamber and remotely via Zoom.