

22<sup>nd</sup> July 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, 27th July 2022 at 6.15pm, 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**

- 10. Apologies**
- 11. 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.
- 12. 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.
- 13. Minutes**
  - a. To approve the [minutes of the Planning and Administration Committee](#) held on the 22<sup>nd</sup> June 2022.
  - b. To note that the meeting of the Planning and Administration Committee held on 13<sup>th</sup> July was inquorate.
- 14. Matters Arising**  
To report matters arising from the minutes, not on the agenda: for information only.
- 15. 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	45 Penterry Park	No comment made by CTC
A	16 Nelson Street	No comment made by CTC
A	7 Mouton Road	E
A	13 High Street	E
A	7 St David's Close	No comment made by CTC
A	47 Bridge Street	E
A	15 Turnpike Close	No comment made by CTC
A	Afon Gwy	E
A	19 Alexandra Road	No comment made by CTC
A	1 River View	No comment made by CTC
A	27 Western Avenue	No comment made by CTC

## **16. Planning Applications**

To consider the following planning applications:

[DM/2022/00440](#) - 3 Old Bell Chambers, Bank Street Chepstow (Chepstow Castle)

Replace current replica windows with slim heritage double glazing

[DM/2022/00848](#) - Boverton House Day Centre, Bulwark Road, Chepstow (Bulwark)

Conversion of a former day centre to provide for 6 no. residential apartments, alongside the construction of a new building consisting of 9 no. residential apartments. Associated change of use from class D1 to C3, parking, widening of existing driveway and landscaping works.

[DM/2022/00906](#) - 40 Channel View, Bulwark, Chepstow (Bulwark Ward)

Detached 2 bedroom dwelling, NB the proposal including the dwelling, parking and all hard paved areas are 80.sq.m.

[DM/2022/00956](#) - Land North West of Hardwick Cottage, Rockwood Road, Chepstow (Chepstow Castle)

The development of a single dwelling and garage with associated external works including driveway, parking and garden provision.

[DM/2022/01034](#) - Armstrong And Millington, 6 St Mary Street, Chepstow (Chepstow Castle)

Change use of the building from a mixed use to solely retail.

## **17. Correspondence**

a. **Planning Aid Wales** - [newsletter](#)

## **18. Delegation of Powers - Summer Recess**

To delegate authority to the Clerk, in consultation with the Chair and Deputy Chair of the Planning and Administration Committee, to deal with any urgent business arising over the Summer recess. (Decisions made under delegated powers to be reported to the next meeting).

## **19. Date of Next Meeting**

To confirm arrangements for the next meeting of the Planning and Administrative Committee of Chepstow Town Council on 13<sup>th</sup> July 2022 at 6.15pm and consider if this will be held remotely or hybrid.