

19th January 2024

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 and online via Zoom <https://zoom.us/j/7344109571>, on Wednesday, 24th January 2024 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

- 103. Apologies**
- 104. 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.
- 105. 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.
- 106. Minutes**
To approve the [minutes of the Planning and Administration Committee meeting held on the 10th January 2024](#).
- 107. Matters Arising**
To report matters arising from the minutes, not on the agenda: for information only.
- 108. Monmouthshire County Council Planning Decisions**
To note the following decisions of Monmouthshire County Council:
(A=Approved/D=Declined/W=Withdrawn) (E=Endorsed CTC decision/C=Contrary to CTC decision):
- | | |
|---|---|
| A Gwentlands, Bulwark Road, Chepstow | E |
|---|---|
- 109. Planning Applications**
To consider the following planning applications:
- [DM/2024/00055](#) - The Coachworks, 12A Lower Church Street, Chepstow
LBC - Change of use from B1 Business to Residential C3 internal alterations alone.
- [DM/2024/00070](#) – Windrush, Mounton Road, Bayfield, Chepstow
Front centre two storey extension. Front veranda to two bedrooms. Rear dormer

110. Correspondence

a. Planning Aid Wales

To note the [Introducing Strategic Development Plans training session](#) available from Planning Aid Wales.

111. Delegation of Powers

To note the following decisions made during delegated powers:

DM/2023/01699 - 89 Maple Avenue, Bulwark, Chepstow

Attached Annexe

Observation(s): Chepstow Town Council recommends approval.

DM/2021/00709 - Unit 2, Larkfield Business Estate, Newport Road, Chepstow

New shop front, one new HVAC condenser, two new refrigerator condensers and one new extract grille.

Observation(s): Chepstow Town Council recommends approval.

112. Date of Next Meeting

To confirm arrangements for the next meeting of the Planning and Administrative Committee of Chepstow Town Council on 14th February 2024 at 6.15pm.