

**CHEPSTOW TOWN COUNCIL**  
**The Gatehouse, High Street, Chepstow NP16 5LH**  
Tel. 01291 626370 Email [admin@chepstow.co.uk](mailto:admin@chepstow.co.uk)

5<sup>th</sup> April 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 online via Zoom <https://zoom.us/j/7344109571>, on Wednesday, 10<sup>th</sup> April 2024 at 6.30pm, 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**

- 148. Apologies**
- 149. 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.
- 150. 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.
- 151. Minutes**  
To approve the [minutes of the Planning and Administration Committee meeting held on the 27th March 2024](#).
- 152. Matters Arising**  
To report matters arising from the minutes, not on the agenda: for information only.
- 153. 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(A=Approved/D=Declined/W=Withdrawn) (E=Endorsed CTC decision/C=Contrary to CTC decision):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 | 15 Princess Way, Chepstow                                | E |
| A | Unit 2 Larkfield Business Estate, Newport Road, Chepstow | E |
- 154. Planning Applications**  
To consider the following planning applications:
- [DM/2024/00298](#): 36 Alpha Road, Bulwark, Chepstow - Installation of an air source heat pump.
- [DM/2024/00375](#): 8 Garvey Close, Thornwell, Chepstow - Two storey side extension, set back from the front elevation and set down from the ridge

**155. Correspondence**

**a. Monmouthshire County Council**

To note the report on planning application [DM/2021/00709](#) was presented to Delegated Panel 28.03.24

**156. Date of Next Meeting**

To confirm arrangements for the next meeting of the Planning and Administrative Committee of Chepstow Town Council on 24<sup>th</sup> April 2024 at 6.30pm.