

## SHIRENEWTON COMMUNITY COUNCIL

Minutes of the Council meeting held at Shirenewton Recreation Hall  
on **Monday 4<sup>th</sup> August 2025** at 7.00pm

**Councillors:** P. Butterworth (Chair), C Martin, I Martin, G Todd,

**Also in attendance:** J McLagan Clerk, Mrs. L Brown County Councillor.

1. **Minute 5083 – To Receive Apologies for Absence** Cllr G Mitchel.
2. **Minute 5084 – To confirm the minutes** from Shirenewton Community Council meeting held on 7<sup>th</sup> July 2025 as a true record.  
The minutes were approved and signed by Council.
3. **Minute 5085 – Public Participation – None**
4. **Minute 5086 – To Disclose personal and pecuniary interests.** Cllr Todd declared an interest in planning matter **DM/2025/00902**.
5. **Minute 5087 – Items for Planning – 2 Items.**

**DM/2025/00897** Little Cherry Orchard Chapel Lane Earlswood - the reconfiguration and rewilding of agricultural land to become residential curtilage. The demolition of numerous derelict, dangerous outbuilding structures. The construction of a carport, cabin and storage building. With associated hard and soft landscaping.

Councillors will recall considering the proposed extension to Little Cherry Orchard during the last meeting, when SCC resolved to object to that application on the grounds that :

1. *The proposed mass of the design and in particular the excessively prominent gables the ridges of which are as high as the main roof ridge along with the 2 storey windows between the gables impose an uncharacteristic dominance over the open countryside and would be clearly visible from the public highway and beyond, contrary to Policy H6, as also is the immense increase in size. The proposed gable windows and the windows in the wall in between bear no resemblance to the existing house and fail to match patterns of openings. The original form of the dwelling is unrecognisable.*
2. *Insufficient details are given in regard to the external timber finishes including paint colours, foul water drainage, ecology enhancement measures, landscaping, external lighting, parking and carport. Although the Planning Statement refers to car parking and existing outbuildings, none are shown within the application site. The site plan will need to be revised to include the parking area, carport and outbuildings needed for the residential use of the house.*
3. *There is no detail of the proposed access gating or its location nor what entrance widening requirement might be needed to enable vehicles to wait off the public highway whilst the gates are operated. There is a public footpath along the access which needs to be kept open at all times and there are no proposals as to how this would be achieved.*
4. *Subject to the revision of the site plan as above, there is no provision for outbuildings necessary for the enjoyment of the property.*

SCC reserved the right to make additional comments when these further details are provided.

The application now presented for consideration relates to land adjoining the main application site, principally the field between the public lane and the house, the access track and the series of agricultural outbuildings leading up to the house.

Councillors will note the applicant seeks consent *inter alia* for :

**Carport** - Since the applicant site is not part of the original site it cannot be assumed that the carport is to serve the house (note proposed cabin also). If it is, the site plan should be revised to include the earlier site.

The carport is a 1½ storey building some 6m x 6.3m and 6.4m to the roof ridge and comprises a double bay open fronted garage with a room above having 2 dormer windows, a side window and 2 Velux windows. There is in addition covered storage to the side measuring 5m x 3m. The upstairs room is accessed externally not internally. The framework is to be oak and external walls appear to be timberclad but no other detail as to the roof and other external materials, colour, or finish is given. Whilst the carport is set into rising ground it will still be visible from the public lane and beyond.

**Cabin** - The proposal includes a 3 bedroom single storey building with kitchen/lounge and bathroom. The Design Statement (DAS) says the Carport and Annex (sic) have been designed in a traditional format and using natural earth tone materials to blend into the natural environment (but no further detail as to materials colour and finish are given), and that the configuration for the Annex was designed to accommodate the family while future house renovations were to take place. There is no commitment to remove the cabin when its stated function is fulfilled, nor to restrict its use to the occupiers of the house. The location of the cabin/annex appears to encroach on the public footpath. No details of its services (foul and surface water drainage and electricity etc) are given.

**Change of use to residential land** - The farm sits on some 23 acres of land. The area comprised in this application appears to include only the field between the house and the public lane plus the access track and the approach to the house. The DAS says the proposal is to bring this portion of the property within the residential curtilage, though Councillors will note that the application is not linked to the house application as such. The field is to become a wildflower meadow which the applicant proposes to retain in perpetuity. It is not suggested that it will be used as garden and Councillors may therefore question why a change of use to residential land is needed.

Agricultural land is classified by grades according to the extent to which its physical or chemical characteristics impose long term limitations on agricultural use for food production. There are 5 grades of land numbered 1 to 5, with grade 3 divided into two sub-grades. The best and most versatile land falls into grades 1, 2 and sub-grade 3a and is the most flexible, productive and efficient in response to inputs, and hence deserves to be retained for agriculture. The applicant has not provided a grade assessment.

Councillors will note there will be a permeable track all the way across the field, giving access beyond, and a branch off serving the house. No details of the construction of the track or width are given. It is proposed to erect a gated access in the form of a pair of 5 bar gates hung on pillars faced with natural stone. No sight lines are shown nor is public access to the footpath shown to be preserved.

**Recommendation** - SCC objects to this application on the grounds :

1. It should be considered as a combined site with planning application DM/2025/00754 with which it is inextricably linked.
2. There is lack of clarity whether the cabin (also referred to as an annex) is a new build on its own site or an annex to the main house. Even if it is an annex to the main house, then SCC objects on the grounds that the annex is fully self-contained, shares no facilities with the main house, is situated on a site separate from the main house, and thus is a new build in open countryside without justification, contrary to MCC Policy S1 and to national planning policy and guidance within Planning Policy Wales and Technical Advice Note 6. Whilst there is some detail on the external finishes, colours and materials, the application form does not clarify which buildings these relate to and further detail is needed.
3. The applicant's explanation that the annex was designed to accommodate the family while future house renovations were to take place does not address that this is only a temporary need nor the size of the family to be accommodated for whom a modest mobile home or caravan would usually suffice. If MCC were to give consent despite SCC's objections then SCC requests a condition requiring the annex to be used only by a single family occupier of the main house, be removed after 5 years and the land restored to agricultural.

4. The siting of the annex appears to encroach on the public footpath and a revised plan should be submitted taking account of the Footpaths Officer's comments.
5. Given that it is enclosed on 3 sides, the carport is in reality a garage with a room over. The number of windows for the room denote uses beyond storage. The roof ridge at 6.4m is similar to that of the proposed main house extension (DM/2025/ 00754) and equally as dominant over the field in front as well as the public highway and visible to the forest beyond. It is not a traditional Monmouthshire farm or domestic building, is uncharacteristic of the surrounding landscape and along with the annex (whether permanent or not), associated curtilage, drive and parking would significantly adversely affect the open rural character of the area.
6. The application fails to clarify whether the carport is ancillary to the main house (which is not included in the applicant site) or to the proposed annex. Whichever it is, SCC objects on the grounds that if the cabin/annex fails to achieve consent and unless there is a condition limiting the "carport's" use to ancillary to the main house, the "carport" has no justification and would be in breach of Policy S1 and TAN 6.
7. The application shows that numerous outbuildings are to be removed and that one of them is to be replaced but no details of the replacement are given.
8. There is a new track all the way across the field, giving access beyond, and a branch off serving the main house but no details of the construction of the track or width are given. It should be routed to the field edge to avoid cutting across the field.
9. It is proposed to erect a gated access, but no sight lines are shown nor is public access to the footpath preserved.
10. The Design and Access Statement shows the proposal is to bring this parcel of land, currently part of the original farm, within the residential curtilage but does not clarify whether it is the main house curtilage being referred to and this application is not linked to DM/2025/00754. The field is to become a wildflower meadow which the applicant proposes to retain in perpetuity, but no establishment or maintenance proposals are offered. The applicant has not provided an Agricultural Land grading. As the residential curtilage would take in the whole field, the open aspect of this exposed land and the proposed track and inevitable domestic paraphernalia would be detrimental to the rural character of the area and would be contrary to MCC's policies LC1 and LC5.

SCC reserves the right to make additional comments when it is provided with these further details.

**Cllrs Voted unanimously to 'object' to this application.**

**DM/2025/00902** Gaerllwyd Farm - Change of use of the field from agricultural to equine. Installation of permeable hard standing (492.78 m<sup>2</sup>) and concrete stable base (90.49m<sup>2</sup>) with L shaped low profile horse stable block erected (61.34 m<sup>2</sup>) This will be used for horse turn out, vehicle parking/turning and horse stabling.

Councillors will be aware that this application is submitted by fellow Councillor Geoff Todd.

The application is in regard to a field at the Gaerllwyd Crossroads. The B road to Usk forms the northern boundary and the road back to Shirenewton forms the west and southerly boundaries.

The application is for change of use from agricultural to equine, with construction of an L shaped stable block and hard standing. The entrance to the field is on the junction and the hard standing of some 500sqm will enable vehicles to pull off the road and turn to exit forward. There is some ranch fencing to secure the horses during vehicle movements. The stable block rear section is 11m x 5m (including the roof) and the 2.6m L extends some 6m. The roof ridge is 3m. Whilst the stable block is sited alongside the B road it is effectively screened from it by hedging.

Rainwater will be harvested from the stable roof and a full SUDS application is in process.

MCC Highways has expressed concern that the field gate should be set back some 6-12m from the highway to allow vehicles to pull off the highway or leave before having to open/ close the gate, and to form the access a

short distance further south from the road junction for greater safety.

**Recommendation:** No objection subject to satisfying MCC Highways first objection.

**Cllrs voted unanimously 'no objection' with Cllr Todd abstaining. Action:** Clerk to notify Planning

- 6. Minute 5088 – Finance:** To approve a list of expenditure as detailed & confirm the 1<sup>st</sup> quarter reconciliation.

#### EXPENDITURE AND INVOICES – August 2025

Clerk's salary/allowances.	July 2024	£918.70
Clerk's Pension (Council 25% & Clerk's contribution)	July 2024	£339.19 incl £20 AVC
HMRC Employers NI Contribution	July 2024	£233.82

Payee	Reason for expenditure	Amount £	Vat £	Total £	Type
C Martin	Monthly Microsoft 365	8.51	1.70	10.21	BACS
C Martin	Monthly Google storage	1.33	0.26	£1.59	BACS
Clerk	Expenses July	42.29		42.29	BACS
Merlin Environmental Services Ltd	Aug Collections – Invoice	127.50	25.48	152.88	BACS
Chepstow Accountancy Services Ltd	Inv July payroll Clerk	25.00		25.00	BACS
One Voice Wales	Training invoice	26.00		26.00	BACS
Shirenewton Rec Association	Hall Hire Annual	250.00		250.00	BACS
Cllr Remuneration	1 Cllr.	208		208	BACS
Bank Charges LLOYDS		0		0	
Bank Charges HSBC	June 25	5.00		5.00	Deduction
			Total	<b>2215.00</b>	
To fulfil Expenditure	<b>Transfer</b>	2000.00			

#### Breakdown of Clerk's expenses July 2025

Mileage = 77.30 @ 45p per mile  
Purchases = £7.50 Notebook and card  
**Total = £42.29**

**Balances:**  
**Bank Account £1,628.90**  
**Savings account £66,435.94**  
**Other Bank account £712.79**  
**Clock Account £21,887.00**

The above list of liabilities and 1<sup>st</sup> quarter reconciliation were approved by council.

#### Items for Discussion:

- 7. Minute 5089 – Memorial Clock Repair and contract with Cumbria Clock Company:** 3 references received, Cllr Todd to follow up with CCo. Due Diligence completed. Faculty not required. **Resolved** to continue, with fail-safes as discussed. SCC to pay and reclaim associated VAT.
- 8. Minute 5090 – Earlswood field rental:** Clerk awaiting a response from Powells.
- 9. Minute 5091 – Grants: Resolved** to make grant payments as discussed and within budget constraints (see table below) Cllrs wished all applicant's well with their projects. **Action** Clerk to

initiate payments as agreed.

10. **Minute 5092 – ANPR:** Awaiting news from Gwent Police.
11. **Minute 5093 – Planters:** Cllr C Martin visited Mynyddbach and identified 2 possible locations for new planters. **Actions Clerk** to contact MCC and confirm ownership of land and seek permission. **Planter** opposite the Tredegar Arms – **Action:** Awaiting contact from Pub.
12. **Minute 5094 – Traffic events:** Cllr Todd reported 6 x traffic loops in the area, and C Cllr Brown confirmed she would this share data when made available. **Cllr Todd** requested traffic loops for Village.  
**No speeding events reported.**  
**Cllrs Reported** 3 Road signs requiring repair, Earlswood sign near Tredar Arms, Shirenewton sign at crossroads – (missing) & Redhouse Lane sign (off Crick Rd). **Action: Clerk** to notify MCC on My Mon App
13. **Minute 5095 – Hay-cutting of Earlswood field – Resolved** to accept the £80 and offer to cut.
14. **Minute 5096 - NALC Pay increase & Clerks incremental rise – Resolved** to accept pay rise and instigate incremental pay increase back dated to April 25. **Action: Clerk** to notify Payroll.
15. **Minute 5097 – Street Lights Ditch Hill –** Cllr brown confirmed that MCC had been in touch, and the streetlight was reported as not working, due to its location (active school route) it is a legal requirement. Lamppost set to come on from Dusk till 12 midnight. Cllr Brown requested MCC notify local residents. **Action MCC.**
16. **Minute 9098: Fencing quote for play area received,** awaiting additional quote from local carpenter, plus quote for play area benches and notice board. **Action – Awaiting 2<sup>nd</sup> quote**

Grant Applications 2025/2026 (£2,310.00 available)

Organisation	Amount Requested	Project Total	Project details	Amount £ Granted
Shirenewton WI	£50	£400	Towards costs of speakers	£50
Shirenewton Church	£1,100	£3,500	Towards maintenance of churchyard and grounds	£1,000
Shirenewton Church	£750	£3500	Assist with Church Fete costs	0
Shirenewton LCC	£1500	£5500	Towards print costs & production of parish Magazine.	£500
Shamble	£100	£387	Towards printing of promotional materials, posters, maps & high viz vests	£100
Community Cinema	£2400	£3700	Set up costs and licences of community cinema	0
Shirenewton Historical Society	£250	£700	A3 Printer and Portable PA system	£250
<b>Totals</b>	<b>£6150</b>	<b>£17,187</b>		<b>£1,900</b>

**Items for Information:**

17. **Minute 5099 -** To receive reports from County Councillor & Clerk.

## COUNTY COUNCILLOR REPORT AUGUST 2025

County Councillor Brown advised:

### Place Scrutiny Committee 10<sup>th</sup> of July 2025

The meeting covers reports on a car parking review which gives information about the use of the current car parks and makes recommendations for more investigations. The flooding strategy with a final draft report includes the flooding risk for Mounton Brook. It is intended to have a consultation on this flood strategy from the 1<sup>st</sup> of August for 8 weeks hosted by MCC Let's talk and drop-in sessions

at the Community Hubs- Chepstow library from 9am to 5pm on 10<sup>th</sup> of September and a similar time at the Caldicot library on 11<sup>th</sup> of September.

The reports can be found at the following link:

<https://democracy.monmouthshire.gov.uk/ieListDocuments.aspx?CId=303&MId=6167>

### **Performance and Overview Scrutiny Committee on 15<sup>th</sup> of July 2025**

The Committee considered various reports including the Revenue and Capital monitoring report which included the final revenue and capital report for 2024/5. A summary of this report was given in the recommendations to Cabinet, as follows:

RECOMMENDATIONS (to Cabinet):

That Cabinet recognises:

- A gross revenue budget surplus at outturn of £1,239,000 prior to transfers to reserves, representing a 0.6% variance against the budget.

- After accounting for approved transfers to/from earmarked reserves of £742,000, the final net surplus stands at £497,000, which will be added to the Council Fund.

- The surplus reflects a significant improvement of £2.83 million compared to the previous financial update. This positive variance is largely due to an unbudgeted grant of £1.19 million from the Welsh Government in March 2025, alongside favourable service budget positions resulting from effective budget recovery actions.

- The Council's continued financial discipline, combined with late grant funding has enabled the replenishment of reserves in line with the Medium-Term Financial Strategy.

- Despite the positive outturn, significant cost pressures remain in Social Care, Additional Learning Needs, Waste, Passenger Transport, and Homelessness/Housing, with a combined overspend reported for the year of £4.6 million. While some of these were addressed in the 2025/26 budget, these areas continue to pose financial risks.

- An increase in school reserve deficits of £3.19 million during the year, resulting in a cumulative year-end deficit of £4.09 million. Fifteen schools were in a deficit balance at year-end. Several schools continue to face structural budget challenges, which are being addressed through recovery plans.

- Total capital expenditure for the year was £48.81 million, with a gross underspend of £2.73 million, primarily due to underspends in Infrastructure and Property Maintenance and the receipt of additional unbudgeted grants that have offset core budgets.

- Capital slippage requests total £25.03 million, which includes £1.3 million that can be allocated out of the underspend achieved and will be re-purposed to create a capital contingency budget for 2025/26 to mitigate scheme risks or address emerging capital priorities.

- There are early indications of cost pressures against the 2025/26 revenue budget, exceeding the £850,000 contingency held. Prompt mitigation by services will be required to ensure a balanced outturn position is achieved.

That Cabinet approves:

- The strategy to replenish reserves as outlined in Section 7, including the allocation of the £497,000 year-end surplus to the Council Fund.

- The use of £3.68 million in capital receipts to fund eligible revenue expenditure under the Welsh Government's "flexible use of capital receipts" direction (Appendix 3).

- The capital slippage requests of £25.03 million (Appendix 1 - Section 4), acknowledging the factors that delayed project delivery.

- The capital budget revisions detailed in Appendix 5, reflecting finalised grant funding awards for the year.

The full report details can be found at the following link:

<https://democracy.monmouthshire.gov.uk/ieListDocuments.aspx?CId=305&MId=6157>

### **Special People Scrutiny Committee on 16<sup>th</sup> of July 2025**

The report covered the review of the Housing Social Support Grant of £3.4 m from Welsh Government. It details the number of applications with identified need capacity gaps. In 2024/25 there were 403 homeless applications and 160 in temporary accommodation. The full report can be

found at the following link:

<https://democracy.monmouthshire.gov.uk/ieListDocuments.aspx?CId=304&MId=6392>

### **County Council on 17<sup>th</sup> of July 2025**

The full Council considered various reports including the Chepstow integrated transport project and the report of the Strategic Director Children, Learning and Economy Annual report.

The Chepstow integrated transport project proposes changes to the train station area including space for one or two buses, as well as toilet improvements to the station itself. The proposal will be looking at extending the Monmouth to Tintern bus to the station and to investigate the possibility of extending the C1 bus service to provide a connection from the existing bus station to the station. There is also a proposal to have traffic lights at Hardwick Terrace, this is where there is difficulty getting back onto the A48 from the Marks and Spencer side of town.

The Strategic Director Children, Learning and Economy annual report details the surplus of places for Chepstow school and the primary schools in the Chepstow area, details of which can be found on pages 41 and 42 of the report. The report states that "Currently there are a significant number of surplus places within the Chepstow cluster. The primary sector has 249 surplus places within the primary schools(18%) and is projected to increase..."

There was also a motion on home to school transport and a number of questions asked at full Council. The reports can be found at the following link:

<https://democracy.monmouthshire.gov.uk/ieListDocuments.aspx?CId=143&MId=6336>

### **People Scrutiny Committee on 22<sup>nd</sup> of July 2025**

The above committee considered reports on the receipt of Petitions on home to school transport from Mathern Community Council Area and St Arvans, the County of Sanctuary Strategy, the Strategic Equality Plan 24/25 and Adult Services Inspection Report.

The County of Sanctuary report stated there was no financial cost or risk. This point was questioned, and the response from a Council Officer indicated that the Council does receive grants from the Welsh Government and the Home Office.

In terms of the Strategic Equality plan 24/5 this was seen in need of an update in view of the Supreme Court judgment of a man being a biological man and a woman being a biological woman. The Adult Service Inspection report in 2022 identified 23 areas for improvement with 3 areas still require improvement including the co-produced outcomes for carers, contingency planning and risk management. The reports can be found at the following link:

<https://democracy.monmouthshire.gov.uk/ieListDocuments.aspx?CId=304&MId=6149>

### **Joint Public Services Scrutiny Committee on 28<sup>th</sup> of July 2025**

The meeting was to discuss the Neville Hall hospital proposals and the latest stage of the Clinical Futures Plan. The concentration on Nevill Hall was due to finding RAAC in the roofs and the need for investment as a result. The report and the meeting can be watched at the following link:

<https://democracy.monmouthshire.gov.uk/ieListDocuments.aspx?CId=260&MId=6406>

### **RLDP**

The Place Scrutiny Committee on the 25<sup>th</sup> of September 2025 is due to consider the Replacement Local Development Plan and should be published about a week before that date.

**Action: Clerk** to share **RLDP** Agenda 18<sup>th</sup> September when available to see what areas may be affected. (Contact Hazel Ilett should Cllrs wish to attend)

**Clerks report** as circulated and taken as read.

**18. Minute 5100 - Police report** – No report received. Clerk noted Parish magazine requested up to date information for contacting police, awaiting correct information from PCSO T Wall.

**19. Minute 5101 - Meetings attended.** Cllr Butterworth confirmed attendance at a recent Welsh water meeting. The sewer (and its overflowing issues) that serves Shirenewton was discussed & Welsh water confirmed they are sealing areas where fresh water is ingressing the sewer and appear to have moved away from the plan to prevent rainwater from residences, entering the sewer.

**20. Minute 5102 - AOB and ward reports –**

**Cllr Todd raised** – No issues reported

**Cllr Butterworth** - No issues reported

**Cllr Mitchel** – No issues reported

**Cllr I Martin** – No issues reported

**Cllr C Martin** – Raised issue regarding Tan House and no enforcement appearing to take place.

**Action Clerk** to write to MCC enforcement.

**21. Minute 5103 - Correspondence** - As circulated and taken as read

**22. Minute 5104 - To agree the date of the next meeting**

Councillors agreed the date of the next meeting on **Monday 1<sup>st</sup> September 2025 at 7.00pm** by public meeting in Shirenewton Recreation Hall or remotely via Google meet.

**There being no further business the meeting closed at 20.50pm.**