

MAGOR WITH UNDY COMMUNITY COUNCIL

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Dear Councillor

You are hereby summoned to attend remotely an Ordinary meeting of Magor with Undy Community Council to be held via Zoom <https://zoom.us/j/98009687877> on Monday 10th August 2020 at 7pm for the purpose of transacting the following business:

Councillors are reminded that they attend this meeting under the provisions of the Community Council's Code of Conduct.



Beverly Cawley
Clerk to the Council

5th August 2020

AGENDA

- 1 Public Open Forum** (15 minutes at discretion of Chair)
- 2 Chair's Announcements**
 - 2.1 To receive apologies for absence from Councillors
 - 2.2 To receive any update and feedback from the Chair on remote meetings
- 3 Declarations of interest in items on the agenda – Forms to be completed**
 - 3.1 To receive any declarations of interest in items on the agenda
- 4 Minutes (attached)**
 - 4.1 To adopt the minutes of the Ordinary Meeting held remotely on 13th July 2020
 - a) Chair to sign the minutes
- 5 Finance**
 - 5.1 To confirm the Bank Reconciliation of the Councils Bank Accounts to 31st July 2020 (attached)
 - 5.2 To approve list of payments (to follow)
 - 5.3 To receive Financial Comparison Quarter 1 (1st April to 30th June 2020) (*attached*)
- 6 Correspondence**
 - 6.1 To note miscellaneous correspondence emailed direct to Members as appropriate during remote working conditions
 - 6.2 To note receipt of the 'Accessibility Statement', now annotated to the Council's Website in line with 'The Public Sector Bodies (Websites and Mobile Applications) Accessibility Regulations 2018', and the actions required.
- 7 Planning Committee - View applications at <http://www.monmouthshire.gov.uk/planning>**
 - 7.1 To ratify planning decisions during Coronavirus outbreak for month of July 2020 as circulated
 - 7.2 To note Mon CC weekly new and decided planning lists
<https://www.monmouthshire.gov.uk/planning-3/weekly-planning-lists/>
- 8 Consultations (attached)**

8.1 Local Democracy and Boundary Commission for Wales - Electoral Review Monmouthshire:
<https://ldbc.gov.wales/reviews/07-20/monmouthshire-electoral-review> (b/f 13.7.20)

9 Norton Lane – Poor Land – Grazing Lease

- 9.1 To note that the current grazing lease with the tenant expires as at 30th August, 2020
- a. To agree how to advertise the grazing for tender
 - b. To agree the closing date for tenders to be received.

10 Village Improvements

- 10.1 To note the design of the temporary ‘Shop Local, Shop Monmouthshire’ banners has been amended to make them reusable long term, and to note they have been erected along the B4245
- 10.2 To note that Monmouthshire CC have made changes to the layout in Magor Square meant to improve the shopping experience of members of the public returning to the village following isolation and lockdown due to Covid-19 pandemic, and making them feel safe in the shopping environment.
- 10.3 To consider types of ‘Welcome’ signs for the entrances to the Villages and agree any actions
- 10.4 To consider types of ‘finger posts’, agree preferred positioning and text and agree any actions

11 Sycamore Playing Field

- 11.1 To note request from Undy AFC (Junior Teams) and an individual offering keep fit classes to use the Sycamore Playing Field, and agree any actions

12 Sycamore Sports Field & MUGA

- 12.1 To note Landscaping proposal for the Sycamore Sports Field has been submitted to Monmouthshire County Council Planning Authority together with the fee and application for the discharge of the planning condition in respect of Planning Approval DM/2019/01753
- 12.2 To note Expression of Interest Application sent to Heritage Lottery Fund in respect of the grant for the Landscaping of the Sycamore Sports Field.
- 12.3 To consider and approve a draft booking form and hire Agreement/booking conditions for regular bookings (b/fwd 13/07/20) – min 132.1 refers:
*R9: The Clerk should arrange for a formal licence agreement to be drafted in relation to the use of the tennis courts by the local Tennis Club. (**RESOLVED:** to note the recommendation and revisit when the current refurbishments to the MUGA are complete and the site becomes operational again)*
- 12.4 To consider and agree licence and/or hire fees (b/fwd 13/07/20)

13 VJ Day Service – Saturday 15th August 2020

- 13.1 To note a brief VJ Day service will be held at the War Memorial in Magor Square in conjunction with the Royal British Legion (NB: social distancing restrictions to be maintained)
- 13.2 To ratify the decision of the Clerk and Chair to obtain wreaths for the VE & VJ Day Services and agree donation to RBL.

14 Reports (attached)

- 14.1 To receive the Clerk’s Report and update in respect of on-going issues and agree any actions

15 Future Meeting Content

- 15.1 To accept proposals from Councillors for items to be included at future meetings

16 Meeting Dates

16.1 To consider the date of the next Council meeting.

17 Exclusion of Press & Public

17.1 To Resolve the Exclusion of Press and Public - by virtue of The Public Bodies (Admission to Meetings) Act 1960 - that the press and public are excluded from discussions on the following agenda items, on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted:

18 Tenders for Sycamore Terrace Play Park

18.1 To note tenders received from five companies.

- a. To note that all five companies tendering had confirmed that the figures quoted in their tenders remain valid despite the time-lapse occurring due to Covid-19 pandemic delaying consideration.
- b. To note that the tenders had been opened in line with the Council's Financial Regulations

18.2 To note that the Play Parks Task & Finish Group are due to consider a summary of the tenders received on 06/08/20 and will submit their recommendation to Full Council.

- a. To note the tenders submitted
- b. To consider the recommendation of the Task & Finish Group
- c. To award the contract
- d. To consider and agree any actions required to take the work forward to completion