

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/97765489131> on Monday 8th March 2021 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

3rd March 2021

AGENDA

- 1 Open Forum**
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**
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 8th February 2021
 - a) Chair to sign the minutes
 - 4.2 To adopt the minutes of Planning Committee Meeting held remotely on 22nd February 2021
 - a) Chair to sign the minutes
 - 4.3 To adopt the minutes of the Extraordinary Meeting held remotely on 22nd February 2021
 - a) Chair to sign the minutes
 - 4.4 To adopt the minutes, and any recommendations, of the Human Resources Committee Meeting held remotely on 1st March 2021. *(to follow)*
 - a) Chair to sign the minutes
- 5 Finance**
 - 5.1 To confirm the Bank Reconciliation of the Councils Bank Accounts to 28th February 2021
 - 5.2 To approve list of payments *(to follow)*
 - 5.3 The Human Resources Committee recommended (7/12/20) that Council consider a bespoke uniform budget for the litter pickers/Village Wardens. Council did not make an allowance for this in the 2021/2022 budget. Council need to consider any actions now required. *(attached)*
 - 5.4 To consider outstanding budget (£700) for the installation of a second wire on the War

Memorial to hold wreaths, and agree any actions. (attached)

6 Correspondence

To note miscellaneous correspondence emailed direct to Members as appropriate during remote working conditions

7 Planning Committee - View applications at <http://www.monmouthshire.gov.uk/planning>

7.1 To consider:

7.1.a **DC/2019/01619** - Extension and alterations to parking areas – Magor Motorway Service Area

7.1.b **DC/2021/00243** - Propose single storey side extension – 11 Lea Close, Undy

7.1.c **DC/2021/00266** – Addition of a new decking area to the rear garden with timber trellis/privacy screen and evergreen planting. Addition of two new timber outhouses – 65 Rockfield Grove, Undy

7.1.d **DC/2021/00313** – single storey extension to front (south west) elevation – Ashfield, Vinegar Hill, Undy

7.1.e **DC/2021/00293** - Retrospective planning consent for the change of use of former agricultural buildings to a B2 vehicle repair/restoration. Erection of security gates at the site entrance -

Great House Farm, The Elms To Bridgend Farm Lane, Undy

7.2 To note Mon CC weekly new and decided planning lists

<https://www.monmouthshire.gov.uk/planning-3/weekly-planning-lists/>

8 Consultations

8.1 Welsh Government:- Litter & Fly-tipping Prevention Plan for Wales <https://gov.wales/litter-and-fly-tipping-prevention-plan-wales> (by 22/04/21)(attached)

8.2 **Monmouthshire County Council (RLDP) - Sustainable Settlement Appraisal (deferred 22/2/21)**

To review and confirm the accuracy of the data contained in the revised Sustainable Settlement Appraisal based upon 3 principles:

- Principle 1 – The level of sustainable transport and accessibility in and around settlements
- Principle 2 – The availability of local facilities and services in and around settlements
- Principle 3 – The level of employment opportunities in and around settlements

(by 5th March 2021)

9 Council Policies & Public Documents

9.1 To note written evidence and provision of source details as requested by Cllr F Taylor, [of the advice given by the Clerk at the Ordinary Meeting (8/2/21) in respect of proposed new standing order 1.s] before Councillors consider whether to accept the Clerk's advice. (attached)

9.2 At the Policy Workshop (18/1/21) members recommended that Council adopt the policies and documents (as per attached version) (deferred from 8/2/21)

- i. Code of Conduct
- ii. Complaints
- iii. Dignity at Work
- iv. Disciplinary and Grievance
- v. Lone Working (draft)
- vi. Equal Opportunities

- vii. Financial Regulations
- viii. Freedom of Information
- ix. General Privacy Notice
- x. Grant Application Form
- xi. Grant Funding Criteria and Guidance
- xii. Health & Safety
- xiii. Information Data Protection
- xiv. Local Resolution Protocol
- xv. Overtime Policy
- xvi. Press Media and Publicity
- xvii. Publication Scheme
- xviii. Safeguarding
- xix. Sickness
- xx. Social Media
- xxi. Standing Orders
- xxii. Unacceptable Actions by Individuals

10 Flooding

- 10.1 To Note a written report from Cllr John Crook in respect of flooding issues in the area, and agree any actions required. (attached)
- 10.2 To note any responses from Natural Resources Wales and Monmouthshire County Council Flood Risk Manager in respect of letters of concerns sent following the January Ordinary Meeting. (attached)
- 10.3 To accept any further issues with flooding, and agree any actions required.

11 Census – 21st March 2021

To note, and receive Councillors Handbook in respect of the 2021 Census (forwarded)

12 Village Improvements

- 12.1 To consider how to proceed with the summer planting in and around the villages.
- 12.2 To note information from Monmouthshire County Council regarding proposals for 20MPH zones across Severnside (including Magor & Undy) (attached)

13 Reports

- 13.1 To receive the Clerk's Report and update in respect of on-going issues and agree any actions (attached)
- 13.2 To note a further, expanded written explanation from the Clerk, as requested by Cllr F Taylor, as to why an un-tabled verbal motion could not be discussed at the 11th January 2021 Ordinary Meeting and to why no reference was made to Standing Order 10 (a)(xv) (attached)
- 13.3 To receive any reports from Council representatives on outside bodies and agree any actions.
 - i. Living Levels Focus Group Workshop – Cllr J Crook (attached)
 - ii. OVW Larger Councils – Cllr K Plow (attached)
 - iii. Any other reports
- 13.4 To receive report on the MUGA Working Group meeting held 3rd March 2021 (to follow)

14 Independent Remuneration Panel for Wales: Annual Report 2021 to 2022

- 14.1 To receive the IRPW Annual Report 2021 to 2022 (refers Town & Community Councils: pages

40–47, 48, 54 & 55)

<https://gov.wales/independent-remuneration-panel-wales-annual-report-2021-2022>

- 14.2 To note a Council resolution is required to adopt (or not) non-mandatory determinations 43,45,46,47,48,49 (see table 9 – pages 45 & 46 of IRPW Annual Report 2021-2022)
- 14.3 To consider item 13.36 of the IRPW Annual Report 2020-2021:
- a. To resolve when the payment is actually to be made to the member (determinations 42,43,48,49).
 - b. To resolve how many payments, the total amount payable is broken down into;
 - c. To resolve whether and how to recover any payments made to a member who leaves their role during the financial year

15 Councillors Items of Business For Discussion

Motion: Cllr F Taylor -

“That this council agree to take such action as is necessary to secure and protect the land adjacent to Undy School on Penny-farthing Lane as a managed wild space for public use in perpetuity”. (attached)

16 Future Meeting Content

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

17 Meeting Dates

- 17.1 Planning Committee – Monday 22nd March 2021 at 7pm
- 17.2 Ordinary Meeting – Monday 12th April 2021 at 7pm
- 17.3 Planning Committee – Monday 26th April 2021 at 7pm
- 17.4 Annual Meeting – Thursday 6th May 2021 at 7pm
- 17.5 Ordinary Meeting – Monday 10th May 2021 at 7pm