

# 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://us06web.zoom.us/j/95363440342> (see other access options at end of agenda) on Monday 10<sup>th</sup> January 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

5<sup>th</sup> January 2022

## **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**
  - 3.1 To receive any declarations of interest in items on the agenda
- 4 Minutes**
  - 4.1 To adopt the minutes of the Ordinary Meeting held remotely on Monday 13<sup>th</sup> December 2021
    - 4.1.a Chair to sign the minutes
  - 4.2 To adopt the minutes of the Finance Meeting held remotely on 16<sup>th</sup> December 2021
    - 4.2.a Chair to sign the minutes
- 5 Finance**
  - 5.1 To confirm the Bank Reconciliation of the Council's Bank Accounts to 31<sup>st</sup> December 2021
  - 5.2 To note and accept list of amounts paid and banked during December 2021
- 6 Correspondence**
  - 6.1 To note that miscellaneous correspondence had been emailed direct to Members as appropriate.
  - 6.2 To note reports from Welsh Government in respect of Councillor remuneration and citizen engagement in Wales

- 6.3 To note correspondence from Jane Hutt, Minister for Social Justice to Town and Community Councils in respect of (Part 4 of the Well-being of Future Generations (Wales) Act) - Shaping Wales' Future programme.
- 6.4 To note correspondence from Rebecca Evans, Minister for Finance and Local Government in respect of regulations to be made under section 30(3) of the Local Government and Elections (Wales) Act 2021 ("the 2021 Act"), specifying the qualifications a clerk to a community council must hold in order to satisfy one of the three conditions for a council to resolve itself to become an eligible community council for the purpose of exercising the general power of competence.
- 7 Planning - View applications at <http://www.monmouthshire.gov.uk/planning>**
- 7.1 To consider:
- 7.1.a **DM/2021/01612:** Mod or Removal of Condition. Removal of condition 4 relating to DM/2021/00684. The owners would like the limit of 5 cars to be increased to 20 when the petrol station is not in use for fuelling vehicles. The premises which is subject of this application shall be used as a petrol filling station, car wash and motor vehicle sales only and for no other use. There shall be no more than 5 vehicles displayed for sale, on the site at any one time whilst the petrol filling operations are in use. Should Petrol filling operations be suspended then the site can be used for the display and sale of up to 20 vehicles - Reliance House Newport Road, Magor
- 7.1.b **DM/2021/01898:** Householder Retention of outbuilding and attached gazebo – Camelot, Church Road, Undy
- 7.1.c **DM/2021/01900:** Householder Proposed garage conversion - 19 Blenheim Drive Magor
- 7.2 **Pre-Application Consultation for Rush Wall Solar Park:** - Notice under articles 8 and 9(2) of 'The Developments of National Significance (Procedure) (Wales) Order 2016' Installation of a solar park on land near the village of Redwick, south east of Newport, Wales <https://britishrenewables.com/projects/rush-wall-solar-park>
- 7.3 To note Mon CC weekly new and decided planning lists <https://www.monmouthshire.gov.uk/planning-3/weekly-planning-lists/>
- 8 Consultations**
- 8.1 The Welsh Government: - The Local Government and Elections (Wales) Act 2021: Draft Statutory Guidance for Community and Town Councils (closes 17/03/22) [Local Government and Elections \(Wales\) Act 2021: Community and Town Councils statutory guidance GOV.WALES](https://gov.wales/local-government-and-elections-wales-act-2021-community-and-town-councils-statutory-guidance)
- 8.2 Monmouthshire County Council: - Community Council precept payments for 2022/23 (closed 07/01/22)
- 9 Village Maps**
- 9.1 To receive notes from the Village Improvements & Signage Working Group (see also agenda item 14.2.a)
- 9.2 To note that work on the Village Maps needs to be concluded soon, in order that £5k grant funding is not lost.  
To note that an interim invoice (£1422.50 +vat) has been received from Platform One for the artwork, and has been paid from/by the Living Landscapes Project grant funding.
- 9.3 To receive and accept the village map text and drawings (version 4) (subject to slight layout adjustments).
- 9.4 To note and consider recommendations made by the working group and agree any further

actions:

- i. The siting of the maps at Undy Pound and Magor Square (subject to street furniture licence from Mon CC).
- ii. That both maps be enclosed in 'Plaza' with 2.5m posts, in black, size AO
- iii. That the map for Magor Square be double sided (map either side)
- iv. That a 'lay-flat' print of the map be held by/displayed in the Council office for use at displays, consultations or lending out to schools etc.

## **10 MUGA Working Group**

- 10.1 To note that Cllr Geoff Cook has stepped down as a member of the MUGA Working Group.
- 10.2 To appoint a replacement Councillor to the MUGA Working Group.

## **11 MUGA Courts**

- 11.1 To note correspondence from a resident regarding the tennis nets on the MUGA courts, and agree any actions.
- 11.2 To note that as a Riparian Landowner of the Sycamore Sports Field the Community Council has a legal responsibility under common law for the maintenance of the Millbrook grip and culvert under the Sycamore Lane.
- 11.3 To consider any works and/or actions required, and any budget requirement for works.

## **12 Recruitment Policy**

- 12.1 To receive and consider a draft Recruitment Policy

## **13 Staffing**

- 13.1 To note the intention of the clerk/RFO to retire in May 2022. (*refers AM 161221 Min No 215.1*)
- 13.2 To consider and agree in principle the hand-over period required following the appointment of a new clerk and RFO
- 13.3 To consider and agree how to proceed with advertising and appointing a new clerk/RFO
- 13.4 To consider the business case
- 13.5 To consider and agree the need to appoint an Admin Assistant or Deputy Clerk, and the need to draw up a business case for that position.

## **14 Reports**

### **14.1 Clerk**

- 14.1.a To receive the Clerk's written Report and any verbal update in respect of on-going issues and agree any actions (*attached*)
- 14.1.b To receive a copy of the on-going action plan and note the current status (*attached*)

### **14.2 Working Groups**

- 14.2.a To receive any written reports from Working Groups (*subject to receipt of papers*)
- i. Village Improvements and Signs Working Group (notes for 14/12/21 meeting)

### **14.3 Councillors**

- 14.3.a Flooding: To receive any written reports in respect of flooding issues in the area, and agree any actions required. (*subject to receipt of papers*)
- 14.3.b Village Assessment: To receive any written reports in respect of the Village assessment and monitoring (*subject to receipt of papers*)
- 14.3.c To receive any activity reports from Councillors (*subject to receipt of papers*)
- 14.3.d To receive any other reports from Councillor representatives on outside bodies (*subject to receipt of papers*)

- i. Cllr Penelope Kirkham – One Voice Wales, Larger Council’s Meeting

**15 Meeting Dates**

- 15.1 Extra-Ordinary Meeting – Thursday 13<sup>th</sup> January 2022 at 7pm
- 15.2 Planning Committee - Monday 24<sup>th</sup> January 2022 at 7pm
- 15.3 Ordinary Meeting – Monday 14<sup>th</sup> February 2022 at 7pm
- 15.4 To agree dates for Working Group Meetings:
  - i. MUGA Working Group
  - ii. Allotments Working Group
  - iii. Village Improvements and Signage Working Group
  - iv. Sycamore Playing Fields Working Group

**MEETING ACCESS DETAILS:**

Magor with Undy Community Council is inviting you to a scheduled Zoom meeting.

Topic: Ordinary Meeting

Time: Jan 10, 2022 19:00 London

Every month on the Second Mon, 12 occurrence(s)

Jan 10, 2022 19:00

Feb 14, 2022 19:00

Mar 14, 2022 19:00

Apr 11, 2022 19:00

May 9, 2022 19:00

Jun 13, 2022 19:00

Jul 11, 2022 19:00

Aug 8, 2022 19:00

Sep 12, 2022 19:00

Oct 10, 2022 19:00

Nov 14, 2022 19:00

Dec 12, 2022 19:00

Please download and import the following iCalendar (.ics) files to your calendar system.

Monthly:

[https://us06web.zoom.us/meeting/tJEuceqsqjspHtZkblwKaLgj7lpG7D5HIJkN/ics?icsToken=98tyKuCtrT0pHtCVsx2FR0wMA4\\_ob-jwiGJegrDnlx3pFAtSTgT8YctSFeVbRfD5](https://us06web.zoom.us/join/95363440342)

Join Zoom Meeting

<https://us06web.zoom.us/j/95363440342>

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