

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 14th February 2022 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.

<http://www.magorundy.org.uk/UserFiles/Files/MUCC%20Code%20of%20Conduct%20Mar%202021.pdf>

Members of the Public are reminded that when they join a remote meeting, they do so in line with the Council's Virtual Public Meetings Protocol

<http://www.magorundy.org.uk/UserFiles/Files/Virtual%20Public%20Meetings%20Protocol%20Aug%202021.pdf>



Beverly Cawley
Clerk to the Council

9th February 2022

AGENDA

Open Forum

Public Open Forum (15 minutes at discretion of Chair)

1 Election of Chair

- 1.1 To elect a Chair (*following resignation*) for the remainder of the term of office to May 2022
- 1.2 Chairperson to sign Declaration of Acceptance of Office
 - a. In accordance with Standing Order 5.j.i Council to resolve for this to be done at a later date due to the fact that the meeting is being held remotely.

2 Election of Vice-Chair (*if the election of Chair dictates*)

- 2.1 To elect a Vice Chair (*if the election of Chair dictates*) for the remainder of the term of office to May 2022

3 Chair's Announcements

- 3.1 To receive apologies for absence from Councillors
- 3.2 To receive any update and feedback from the Chair on remote meetings

4 Declarations of interest in items on the agenda – Forms to be completed

- 4.1 To receive any declarations of interest in items on the agenda

5 Minutes

- 5.1 To adopt the minutes of the Ordinary Meeting held remotely on Monday 10th January 2022

- 5.1.a Chair to sign the minutes
- 5.2 To adopt the minutes of the Extraordinary Meeting held remotely on 13th January 2020
- 5.2.a Chair to sign the minutes
- 5.3 To adopt the minutes of the Extraordinary Meeting held remotely on 24th January 2020
- 5.3.a Chair to sign the minutes

- 6 Finance**
- 6.1 To confirm the Bank Reconciliation of the Council's Bank Accounts to 31st January 2022
- 6.2 To note and accept list of amounts paid and banked during January 2022

- 7 Grants**
- 7.1 To consider payment of ground maintenance grants for the churchyards of St Mary's Magor and St Mary's Undy of £1000 each as per monies set aside in the 2021-2022 budget - *under Local Govt. Act 1972 s214 (6)*
- 7.2 To consider payment of a contribution/grant to the Monmouthshire County Citizens Advice Bureau of £3000 as per monies set aside in the 2021-2022 budget - *under LGA 1972 s.142.*

- 8 Correspondence**
- 8.1 To note that miscellaneous correspondence had been emailed direct to Members as appropriate.

- 9 Casual Vacancy**
- 9.1 To note that due to the timing of the Councillor's resignation, in relation to the May 2020 local elections, an election will not be held to fill the vacancy.
- 9.2 To note and consider the option available, to Co-opt a person to fill the vacancy for the next 2 months, and agree any action.

- 10 Boundary Changes**
- 10.1 To note that with effect from the 5th May, 2022 'Magor with Undy Community Council' will become 'Magor with Undy Town Council' following the recommendation made by Monmouthshire County Council (*under LGA 1976 s.76*) in the boundary changes, and the subsequent Order issued by Welsh Government 'The Monmouthshire (Communities) Order 2022'
- 10.2 To ratify the changes, declaring the transition from Community Council to Town Council as from the 5th of May 2022, (under the LGA 1972 s.245B) and confirming that as from 5th May 2022 a Town Mayor will be elected by Council in preference to a Chair.

- 11 Planning - View applications at <http://www.monmouthshire.gov.uk/planning>**
- 11.1 To consider:
- 11.1.a **DM/2021/02069** - Infill of existing covered area and repositioned entrance door to surgery. Minor alterations to window and door fenestration - Dorset House, Brassknocker Street, Magor
- 11.1.b **DM/2022/00014** - To build a garden room on the side of our house which would be approx 2.5m x 4.5m. The building will be majority non-combustible material and very safe/modernised. Primarily made of timber and steel structure with composite cladding - The Meadows, West End, Undy
- 11.2 To note Mon CC weekly new and decided planning lists
<https://www.monmouthshire.gov.uk/planning-3/weekly-planning-lists/>

- 12 Exclusion of Press & Public Under Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960**
To consider exclusion of the Press and Public to the following agenda item pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 as **some of** the business to be transacted is considered confidential, the disclosure of which would be prejudicial
- 13 Staffing**
- 13.1 To agree the detail of the clerk recruitment (as discussed at the workshop on 31st January and 7th February 2022) and agree any actions.
- i. Advertisement
 - ii. Job Description & Person Specification
 - iii. Commissioning of a Recruitment Company to carry out the recruitment
- 14 Covid-19 Day of Remembrance – 23 March 2022**
- 14.1 To note a request from a member of the public asking whether the Council will once again consider remembering those of the community who lost family and friends to Covid-19. By lighting up the War Memorial in yellow.
- 15 Working Groups**
- 15.1 **Brewery Working Group**
- 15.1.a To note that Cllr Carole Hopkins has resigned from the Brewery Working Group and consider and/or agree the appointment of a replacement Councillor
- 15.2 **Queen’s Platinum Jubilee Working Group**
- 15.2.a To receive a report from the working group, and agree any recommendations.
- 15.2.b To receive an update from the clerk in respect of purchasing the Sessile Oak Trees and agree any actions.
- 15.2.c To note that ‘Crafty Together’ are interested in ‘Yarn Bombing’ Magor Square for Easter and the Queen’s Platinum Jubilee and are seeking Council’s approval to proceed.
- 15.3 **MUGA Working Group**
- 15.3.a To receive a report from the working group and agree any actions
- 16 Consultations**
- 16.1 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](#)
- 17 Councillor Motions**
- 17.1 **Cllr Raggett**
- 17.1 *Motion:* - That this Council design and pay for two advertising banners on the B4245 to encourage people in to the Magor Square to use the local shops, businesses and Post Office – subject to approval from Mon CC Highways Department (*paper attached*)
- 17.2 **Cllr Taylor (in two parts)**
- 17.2.a Motion: - that the matter resolved at the Community Council Ordinary Meeting on 13th September 2021 and recorded in Minute No 124.1 *“To purchase two sessile oaks, (subject to quotes to be provided at the Extraordinary Meeting of 27/09/21) to be planted at the MUGA field and Common-y-coed plantation and for two appropriate plaques to be purchased.”* should be re-considered/reversed. (attached)

- 17.2.b Motion: - That as Common-y-Coed Plantation will be lost to Rogiet Community Council under the boundary reconfiguration in May. I therefore propose that we provide the Oak tree originally proposed for Common-y-Coed Plantation to the MUCH group to plant on the 3 fields site and that we do not invest any further in Common-y-coed Plantation.
- 17.3 **Cllr Taylor**
- 17.3.a Motion:- That as Common-y-Coed Plantation will be lost to Rogiet Community Council, I propose that any residual funds allocated to a Common-y-Coed Plantation budget heading should be reallocated and vired into the village improvement fund and no further work should be conducted to Common-y-Coed Plantation by Council without express resolution based on a clear rationale.
- 18 Magor Post Office – possible closure.**
- 18.1 To receive a presentation from Cllr Taylor regarding the possible closure of Magor Post Office, and consider any actions that Council can take to assist the Post Office
- 19 Village Improvements**
- 19.1 **Village Maps:**
- 19.1.a To note feedback from the Clerk and agree any actions required.
- 19.2 **Welcome Signage**
- 19.2.a To note feedback from the Clerk and agree any actions required
- 19.3 **Finger Posts**
- 19.3.a To receive feedback from the Clerk and agree any actions required.
- 20 Policies**
- 20.1 To note and confirm/ratify changes to the Council’s ‘Recruitment and Selection Policy’ as agreed 10/01/22 Min No. 228.1
- 20.2 To reconsider the ‘Virtual Meetings’ Protocol following a complaint from a member of the public, and agree any actions and/or changes.
- 21 Summer & Winter Planting**
- 21.1 To consider and agree a plan (specification) for succession planting, maintenance and watering throughout Magor with Undy and agree any actions
- 22 Reports**
- 22.1 Councillors
- 22.1.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)*
- 22.1.b Village Assessment: To receive any written reports in respect of the Village assessment and monitoring *(subject to receipt of papers)*
- 22.1.c To receive any activity reports from Councillors *(subject to receipt of papers)*
- i. Greentop Events – Street Markets Cllr Crook
- 22.1.d To receive any other reports from Councillor representatives on outside bodies *(subject to receipt of papers)*
- 23 Meeting Dates**
- 23.1 Extra-Ordinary Meeting – 28th February 2022 at 7pm
- 23.2 Ordinary Meeting – 14th March 2022 at 7pm

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-jwiGJegrnlx3pFAtSTgT8YctSFeVbRfD5

Join Zoom Meeting

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

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