

MAGOR WITH UNDY TOWN COUNCIL MAGOR GYDA CHYNGOR TREF UNDY

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Ordinary Meeting

Dear Councillor

You are hereby summoned to attend an Ordinary Meeting of the Town Council for the purpose of transacting business as detailed on the Agenda.

Day/Date: Monday: 13th February 2023.

Time: 1900 hrs

Venue: Remote meeting via ZOOM: **Link:** <https://us06web.zoom.us/j/89123331240>

Councillors are reminded that they attend this meeting under the provisions of the 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>

William Lewis



Clerk to the Town Council

08th February 2023

AGENDA

OPEN FORUM

Public Open Forum (15 minutes at discretion of The Mayor).

1 MAYOR'S ANNOUNCEMENTS AND REPORT

1.1 To receive apologies for absence from Councillors.

1.2 To receive any update and feedback from the Mayor on remote meetings, any functions attended or matters arising.

2 DECLARATIONS OF INTEREST ITEMS ON THE AGENDA – Forms to be completed

2.1 To receive any declarations of interest in items on the agenda.

3 CORRESPONDENCE

3.1 To note that correspondence relative to matters on Meeting Agenda had been sent to Council Members

4 MINUTES

4.1 To adopt the draft minutes of the Ordinary Meeting held remotely on Monday 09th January 2023

4.2 Minutes to be initialled and signed by Chair as soon as practicable.

- 5 FINANCE**
- 5.1 To note and accept list of payments and receipts banked during January 2023. (Appendix A).
- 5.2 To confirm the Bank Reconciliation of the Council's Bank Accounts to 31st January 2023
- 6 GRANTS AND FUNDING**
- 6.1 To receive a Community Grant Application of £3000.00 from Magor Scout Hut and Guide Management Committee to assist with projected increase in electricity charges for 2023/2024 under the provisions of Section 145(c) Local Government Act 1972
- 6.2 To receive notification of Annual Membership from Gwent Wildlife Trust, and consider approval of renewed membership at the cost of £36 under provisions of Local Govt Act 1972 s137.
- 6.3 To consider and agree payment of invoices to a volunteer in respect of planting up tubs on behalf of the Council (refers OM 26/04/21 Min 122.1) totalling £39.90 under provisions of s112 LGA 1972
- 6.4 To grant £5000 to the MUCH Group regarding funding as detailed in resolution of Minute number 115.1 of Ordinary Meeting of 14th November 2022 under provisions of Section 145(c) Local Government Act 1972
- 7 TRAINING PLAN FOR COUNCILLORS AND STAFF.**
- 7.1 To receive and agree the proposed training plan for Magor with Undy Town Council in accordance with Section 67 of the Local Government and Elections(Wales) Act 2021.
- 8 PUBLIC SPACE PROTECTION ORDERS**
- 8.1 To receive proposals from Council Members of areas of the Community identified as potentially suitable for an application to be made for Public Space Protection Order. (Deferred from OM of 09/01/23)
- 9 ALLOTMENT SITES**
- 9.1 To receive the report completed by Council Clerk and Cllr M James following their inspection of the three sites and consider any quotations which may be received.
- 10 PLANNING - View applications at <http://www.monmouthshire.gov.uk/planning> For consideration by Council**
- 10.1 DM/2022/00484 - Land At Former Tythe House, Church Road, Undy
Full planning application for the construction of 9 dwellings, including means of access, drainage, landscaping, associated engineering and infrastructure works.
- 10.2 DM/2023/00042 - Har Belle, Newport Road
New extension to rear of existing Bungalow. Full width of rear of property to have new dormer roof above. Alterations to existing roof to create habitable space.
- 12 FINGER POSTS**
- 12.1 To receive and consider three quotations for the installation of finger posts corresponded to Council Members and to agree which will be accepted to undertake this work.
- 13 KING CHARLES III CORONATION – MAY 06TH 2023**
- 13.1 To receive any update in respect of progress, consider and agree any further actions required.

- 14 CRAFTY TOGETHER**
 14.1 To agree request of Crafty Together craft group for permission from Council to decorate the bollards for St David's Day 1st March 2023, Easter Holiday and Coronation of HRH King Charles III on 06th May 2023.
- 15 MUGA COURTS (NETBALL POST)**
 15.1 To purchase another set of Netball Posts in consideration of the expansion of membership of Magor with Undy Netball Club and their regular bookings and use of both Netball Courts to facilitate numbers attending.
- 16 FINANCIAL REGULATIONS - REVIEW**
 16.1 To note Financial Regulations were adopted at Ordinary Meeting on 13/1/22 Min No 234.3.b with changes ratified on 24/1/22 Min No 240.3 and agree a review date as soon as practicable.
- 17 MAGOR POST OFFICE UPDATE.**
 17.1 To receive information from Post Office Limited in respect of the future of Magor Post Office and agree actions as necessary.
- 18 MAGOR BREWERY LIAISON**
 18.1 To reconvene previous arrangement with Magor Brewery for regular meetings between them and Magor with Undy Town Council.
- 19 BOUNDARY CHANGES**
 19.1 To receive update in respect of Common Y Coed and Undy Allotments consequent to "The Monmouthshire (Communities) Order 2022.
- 20 MON CC – SERVICE LEVEL AGREEMENT**
 20.1 To receive feedback from Monmouthshire County Council in respect of potential for a Service Level Agreement for grounds maintenance works.
- 21 COUNCILLORS ITEMS OF BUSINESS**
 21.1 To receive report from Cllr Kirkham following her attendance at MUCH group meeting on 08th February 2023
- 22 NEXT MEETING**
 22.1 To agree that the next Ordinary Meeting be brought forward to 06th March 2023 consequent to the unavailability of the Town Clerk on 13th March 2023.

Topic: MwUTC Ordinary Meeting
 Time: Feb 13, 2023 19:00 London

Join Zoom Meeting
<https://us06web.zoom.us/j/89123331240>

Meeting ID: 891 2333 1240

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Dial by your location

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+1 646 931 3860 US

+1 669 444 9171 US

+1 669 900 6833 US (San Jose)

+1 689 278 1000 US

+1 719 359 4580 US

+1 929 205 6099 US (New York)

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

+1 301 715 8592 US (Washington DC)

+1 305 224 1968 US

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 346 248 7799 US (Houston)

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Meeting ID: 891 2333 1240

Find your local number: <https://us06web.zoom.us/j/kvqBSsD1b>

Appendix A

Income

09/01/23	FP 0326		BARCLAYS BANK	LOYALTY REWARD	0.75
10/01/23	FP 0327		TENNIS SQUAD	MUGA COURT HIRE	180.00
20/01/23	FP 0329		LEIGH PP&AK	ALLOTMENT FEE 22/23	12.00
20/01/23	FP 0330		RUSHWALLTURB	COMM CONTRIBUTION	4,000.00
20/01/23	FP 0331		SAUNDERS S	ALLOTMENT FEE 22/23	12.00
23/01/23	FP 0333		A BARBER X 3 plots	ALLOTMENT FEE 22/23	36.00
24/01/23	FP 0334		KARI DAVIES	F'LIGHT TOKENS x20	20.00
25/01/23	FP 0336		A ROBINSON	ALLOTMENT FEE 22/23	12.00
25/01/23	FP 0337		J DAVIES	ALLOTMENT FEE 22/23	12.00
27/01/23	FP 0350		RIALTAS	REFUND PAYMENT	395.15

Expenditure

3/1/23	SO 0320	NJ RIORDAN WHILD	HAYLOFT RENT (4 WEEKS)	675.00
4/1/23	DD 0321	RESTORE DATASHRED	CONFIDENTIAL WASTE.DEC 2022	68.34
5/1/23	DD 0322	ZOOM	CONFERENCE CALLING	14.39
9/1/23	DD 0323	BARCLAYS BANK	CHARGES 14/11/22-12/12/22	11.50
9/1/23	BACS 0324	COOLHEAT PLUMBING	BURST/FROZEN PIPE - P'CABIN	192.00
9/1/23	BACS 0325	MERLIN ENVIRONMENTAL	DOG WASTE BINS - DEC 2022	998.40
17/1/23	DD 0328	EE LIMITED	MOBILE PHONE CONTRACT	24.00
23/1/23	DD 0332	SOLUTIONS IN TECHNOLOGY	TEELPHONE AND BROADBAND	71.98
25/1/23	DCD 0335	AMAZON	DRAUGHT PROOFING HAYLOFT	25.97
26/1/23	BACS 0338	JOHN REECE	CHRISTMAS TREES	720.00
26/1/23	BACS 0339	MICROSHADE	SOFTWARE HOSTING	111.48
26/1/23	BACS 0340	MON CC	LEASE FOR SYCAMORE FIELD	5.00
26/1/23	BACS 0341	RIALTAS (payment error- FP 0350)	RBS SOFTWARE&SUPPORT	395.15
26/1/23	BACS 0342	SLCC	MEMBERSHIP FEE	279.00
26/1/23	BACS 0343	NJ RIORDAN WHILD	OFFICE ELECTRIC 241122-240123	179.26
26/1/23	SO 0344	NJ RIORDAN WHILD	HAYLOFT RENT (4 WKS due 310123)	675.00
26/1/23	BACS 0345	STAFF SALARIES	FOR JANUARY 2023	2,565.10
26/1/23	BACS 0346	HMRC	STATUTORY DEDUCTIONS-JAN	1,080.66
26/1/23	BACS 0347	TORFAEN CBC	PENSION CONTRIBUTIONS-JAN	710.09
26/1/23	BACS 0348	CHEPSTOW ACCOUNTANCY	SALARY ADMIN JAN 2023	16.50
26/1/23	BACS 0349	CITY ILLUMINATIONS	CHRISTMAS LIGHTING	6,000.00
26/1/23	BACS 0351	RIALTAS (Corrected payment)	RBS SOFTWARE&SUPPORT	395.15