

# 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 11<sup>th</sup> September: 1900 hrs**

**Venue:** Remote meeting via ZOOM: Link: <https://us06web.zoom.us/j/86538033831>

***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

06<sup>th</sup> September 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, functions, events, Aims & Objectives 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 and agree that correspondence relative to Agenda items has been sent and received by Council Members.

### **4 MINUTES**

**4.1** To adopt the draft minutes of Ordinary Meeting held remotely on 10<sup>th</sup> July 2023.

**4.2** To adopt the draft minutes of (hybrid) Extraordinary Meeting held remotely on 17<sup>th</sup> July 2023 at Undy Church Hall

**4.3** To adopt the draft minutes of Extra-Ordinary Meeting held remotely on 11<sup>th</sup> August 2023

- 4.4 Minutes to be initialled and signed by Chair as soon as practicable.
- 5 FINANCE**
- 5.1 To receive Excel Bank Reconciliation of General Reserve Account and Current Account for month endings:  
a) 31/07/23 (Appendix A)  
b) 31/08/23 (Appendix B)
- 6 MON CC. GYPSY & TRAVELLER PITCH NEEDS - LAND IDENTIFICATION - UPDATE**
- 6.1 To receive the report submitted to Mon CC in respect of their decision of Council Cabinet of 26<sup>th</sup> July 2023 that land at Langley Close and Dancing Hill shall remain in their process of identifying land for development despite recommendation of Scrutiny Meeting ***To not recommend any of the pieces of land to cabinet to formally consult upon.***  
(Correspondence copied to members of MUTC)
- 6.2 To note that the Mayor on behalf of the Town Council has registered a formal complaint with the Ombudsman concerning breaches of the Code of Conduct of Monmouthshire County Councillor Sara Burch.  
(Correspondence copied to members of MUTC)
- 6.3 To note Monmouthshire County Council Cabinet announcement that they will meet on Wednesday 4<sup>th</sup> October to review an updated shortlist of site options and decide when to start the public consultation for up to 13 Gypsy, Roma and Traveller pitches in the County.
- 6.4 To note and receive the quotation from Andrea Pellegram Limited a specialist planning consultancy as required by resolution under minute number 63.2 at Extra-ordinary meeting of 11<sup>th</sup> August 2023.  
(Correspondence copied to members of MUTC)
- 7 CHRISTMAS 2023**
- 7.1 To receive quotations received for Christmas Trees for Magor Square and Undy Pound having due regard to the siting requirements in respect of the tree at Magor Square.
- 7.2 To consider and agree actions in support of Magor Square Carol Service in scheduled for 6.30pm Friday 08<sup>th</sup> December 2023 in conjunction with the Netherwent Ministry Area and the Magor Baptist Church.
- 7.3 To consider and agree how much to donate to the Severn Tunnel Band if they are available for the Magor Square Carol Service.
- 8 VILLAGE WARDEN/LITTER PICKER VACANCY**
- 8.1 To receive and agree the revised job description for the position of Village Warden and to agree to advertise for the appointment of a Village Warden. (Correspondence copied to members of MUTC)
- 9 OUTSTANDING REVIEWS OF POLICIES**
- 9.1 To arrange workshop date(s) for completion of reviews of policies. (Correspondence copied to members of MUTC)
- 10 REMEMBRANCE SUNDAY 12<sup>th</sup> NOVEMBER 2023**
- 10.1 To note and consider arrangements for the Remembrance service on Sunday 12<sup>th</sup> November and agree any actions necessary.
- 10.2 To note and consider an invitation to the Lord Lieutenant or Deputy Lord Lieutenant for Gwent.
- 10.3 To consider wreath requirements and amount of donation (under authority of Section 137 of Local Gov Act 1972).
- 11 ALLOTMENTS PROJECT UPDATE**
- 11.1 To note that program of works in respect of Green Moor Lane and Sycamore Terrace has been completed aside from marking out of the 8 previously dormant plots
- 11.2 To note that work required at Undy Allotments has escalated since original specification resulting in an increase in cost. (Correspondence copied to members of MUTC)

- 11.3** To consider virement of monies to Allotment budget in order to facilitate revised cost of project.
- 12 COUNCIL VACANCIES**
- 12.1** To note the resignations of two Town Council members for Magor East Ward and Undy Ward and consider advertisement of vacancies.
- 12.2** To agree an advert and timescale for advertisements, and agree a process of selection.
- 13 PLANNING APPLICATIONS - View applications at <http://www.monmouthshire.gov.uk/planning>**
- 13.1** DM/2023/01184 – Rose Cottage, Knollbury – for consideration
- 13.2** DM/2023/01191 – The Paddocks, Knollbury – for consideration
- 13.3** DM/2023/01193 – 17, Elm Avenue – for consideration
- 13.4** DM/2023/01205 – 22, Hunters Ridge – for consideration
- 13.5** DM/2023/01045 – Tesco Wind Turbine – to note that due to time constraints a representation opposing this application has been served upon Mon CC Planning Office. (Correspondence copied to members of MUTC)
- 13.6** E23/311 – Blackwall Lane – Unauthorised Works. To note that following reports received and observations conducted by Cllr Cawley a report was served on Mon CC Planning Office in respect of alleged unauthorised works.
- 14 FINGERPOSTS ISSUE**
- 14.1** To note that an English to Welsh translation error on three arms of the installed fingerposts has been identified and agree to the arrangements for remedial action. (Correspondence copied to members of MUTC)
- 15 GRANT APPLICATION**
- 15.1** To consider an application for a Local Community Support Grant from Severn Area Rescue Association (SARA) for grant/donation of £900.00 to assist in meeting the rising costs for maintaining service levels associated with Search and Rescue. (Correspondence copied to members of MUTC)
- 15.2** To consider an application for a Local Community Support Grant from Phoenix Netball Club (formerly Magor and Undy Netball Club) for grant/donation of £2000.00 for the purchase of new equipment such as balls, training equipment, hire of the courts. Also, to put leaders without first aid training through their first aid training course. (Correspondence copied to members of MUTC)
- 16 MAGOR AND UNDY COMMUNITY HUB (MUCH) – YOUTH ACTIVITY PROVISION.**
- 16.1** To note that the MUCH is now open and they have block-booked each Tuesday between 4:00pm and 7:00pm for youth activities. However, they have not received any expression of interest response from organisations or clubs to run any activity.

Invitation to a scheduled Zoom meeting.

Topic: Ordinary Meeting

Time: Sep 11, 2023 19:00 London

Join Zoom Meeting

<https://us06web.zoom.us/j/86538033831>

Meeting ID: 865 3803 3831

One tap mobile +16694449171,,86538033831# US +16699006833,,86538033831# US (San Jose)	
Dial by your location • +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	<ul style="list-style-type: none"><li>• +1 309 205 3325 US</li><li>• +1 312 626 6799 US (Chicago)</li><li>• +1 346 248 7799 US (Houston)</li><li>• +1 360 209 5623 US</li><li>• +1 386 347 5053 US</li><li>• +1 507 473 4847 US</li><li>• +1 564 217 2000 US</li><li>• +1 646 931 3860 US</li></ul> <p>Meeting ID: 865 3803 3831 Find your local number: <a href="https://us06web.zoom.us/j/86538033831">https://us06web.zoom.us/j/86538033831</a></p>

**APPENDIX A - Bank Reconciliation on excel 31/07/23**

**MAGOR WITH UNDY TOWN COUNCIL**

<b>Current account statement balance as</b>			
<b>at</b>			
	<b>31/07/2023</b>	<b>10,573.06</b>	
less outstanding cheques			
	0.00	0.00	
Current Account Balance		<b>10,573.06</b>	
			0.00
Current Account	10,573.06	10,573.06	
BPA1 - Gen Dep	458,833.02	458,833.02	
TOTAL		<b>469,406.08</b>	
Total Receipts inc balances b/fwd		539,438.40	
less total payments		<u>70,032.32</u>	
		<u>469,406.08</u>	

## **APPENDIX B - Bank Reconciliation on excel 31/08/23**

<b>Current account statement balance as at</b>			
<b>31/08/2023</b>		<b>4,487.76</b>	
less outstanding cheques			
	0.00	0.00	
Current Account Balance		<b>4,487.76</b>	
Current Account	4,487.76	4,487.76	0.00
BPA1 - Gen Dep	558,833.02	558,833.02	
TOTAL		<b>563,320.78</b>	
Total Receipts inc balances b/fwd		646,327.15	
less total payments		<u>83,006.37</u>	
		<u>563,320.78</u>	