

AGOR 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 09th October 1900 hrs

Venue: Remote meeting via ZOOM: Link: <https://us06web.zoom.us/j/83624620444>

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

04th October 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 11th September 2023.

- 5 FINANCE**
- 5.1** To receive MUTC Excel Bank Reconciliation (Appendix A) and RBS Reconciliation (correspondence to follow) for month ending 30th September 2023.
- 5.2** To note that the date for Annual Finance Meeting is 14th December 2023 and to schedule a workshop to prepare for that meeting.
- 6 MON CC. GYPSY & TRAVELLER PITCH NEEDS - LAND IDENTIFICATION – CANDIDATE SITES**
- 6.1** To receive update on Mon CC process in respect of the sites identified at Dancing Hill and Langley Close.
- 6.2** To receive details of actions undertaken by MUTC and others regarding protection of MUTC Amenity Land and Green Open Spaces from development. (Correspondence served).
- 6.3** To employ the services of an Ecology expert for the assessment of Candidate Sites (Langley Close and Dancing Hill) pursuant to protection of MUTC Amenity Land and Green Open Spaces from development.
- 6.4** To consider the contracting of an Ecology expert and discuss budgetary considerations to facilitate this.
- 7 TRAFFIC MANAGEMENT FOR COMMUNITY EVENTS**
- 7.1** To receive that training and authorisation is required to apply for and execute road closures in respect of community events. (Correspondence served).
- 7.2** To agree that the Clerk and two members of the Magor Churchmen/Events Group shall attend the training arranged by Mon CC at Raglan Training Centre on 11th October 2023. (Correspondence served)
- 7.3** To note that the cost of training is £205 per person and to discuss and agree budgetary considerations to meet the cost.
- 8 TOWN WARDEN/LITTER PICKER**
- 8.1** To consider the revised job description and agree to advertise this employment opportunity as soon as practicable. (Correspondence served)
- 8.2** To agree that the appointed post-holder shall be paid in accordance with current National Living Wage. (Correspondence served).
- 9 PROJECTS OFFICER/ADMINISTRATIVE ASSISTANT**
- 9.1** To consider the appointment of a Projects Officer or Admin Assistant to support the office of Town Clerk and agree for the preparation of a business case.
- 10 DOG WASTE BINS and PSPO**
- 10.1** To receive correspondence from Merlin Environmental Services advising of a price increase per bin collection from 1st April 2024 and consider any actions. (Correspondence served)
- 10.2** To consider a request from a member of the community for the provision of an additional dog waste bin at Silurian Road, Undy. (Correspondence served).
- 10.3** To receive report from Give Dog Fouling the Red Card meeting of 14th September 2023 and consider any actions necessary. (Correspondence served).
- 10.4** To note that Monmouthshire County Council have begun a consultation on a Draft Public Space Protection Order and to share this information to afford residents the opportunity to respond.
- 11 EXTENSION OF TEMPORARY CLOSURE OF FOOTPATHS in MAGOR WITH UNDY**
- 11.1** To receive from Mon CC Rights of Way Enforcement Officer of extension of closure orders of footpaths, his reply to concerns of members of MUTC and to consider any actions necessary.

- 12 TTRO CONSULTATION 11th – 17th OCTOBER**
- 12.1** To receive notification from MCC of an application for a TTRO at Silurian Road, Undy to implement a physical barrier to traffic, allowing for a pedestrian/cycle walkway to be installed across Silurian Road and consider any actions as necessary. (Correspondence served).
- 13 MCC PLAY – MONLIFE SUMMER REPORTS**
- 13.1** To receive Monlife report on delivery of service activities for young persons & children during summer 2023 and consider any actions necessary.
- 14 POLICY REVIEWS**
- 14.1** To receive and agree review of 'General Risk Assessment Policy' completed at workshop on 29/09/23. (Correspondence served).
- 14.2** To receive and consider proposed amendments to 'Effectiveness of Internal Audit' policy and agree to actions necessary for completion of its review.
- 14.3** To receive and consider proposed amendments to 'Internal Control Procedures' policy and agree to actions necessary for completion of its review.
- 15 MONCC PLANNING APPLICATIONS**
<http://www.monmouthshire.gov.uk/planning>
- 15.1 DM/2023/01249** Change of use of existing traditional barns to provide a residential dwelling, associated domestic outbuilding and curtilage - Location: Magor Pill Farm
- 15.2 DM/2023/01297** Proposed construction of a two-storey side and rear extension. Location: 6 Arlington Close
- 15.3 DM/2023/01312** Second storey side extension, rear/side ground floor extension and replace rear doors and side lights with bi fold doors. Location: 9 Windsor Drive
- 16 MAYORAL PENDANT**
- 16.1** To receive graphics and cost of a Mayoral Pendant and agree upon which design should be acquired. (Correspondence served).
- 17 COMMUNITY GRANT APPLICATION**
- 17.1** To note receipt of letter of thanks from Severn Area Rescue Association (SARA) in respect of grant of their application for £900 agreed at Ordinary Meeting of 11th September 2023.

Topic: Ordinary Meeting Time: Oct 9, 2023 19:00 London

Join Zoom Meeting - <https://us06web.zoom.us/j/83624620444>

Meeting ID: 836 2462 0444

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APPENDIX A

MUTC EXCEL BANK RECONCILIATION

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