

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 November 2023 at 1900 hrs

Venue: Magor Baptist Church, Magor Square.

This meeting shall also be available by remote access on Zoom Conference via the following link:

<https://us06web.zoom.us/j/89533624876>

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 November 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 09th October 2023. (Sent to members ahead of meeting)

- 4.2 To adopt the draft minutes of Extra-Ordinary Meeting held remotely on 23rd October 2023. (Sent to members ahead of meeting)
- 5 **FINANCE**
- 5.1 To receive Councils Bank Reconciliation reports on Microsoft Excel (Appendix A) and RBS Financial Software for month ending 31st October 2023. (Correspondence sent to members ahead of meeting)
- 5.2 To receive that the National Joint Council for Local Government Services has reached agreement on rates of pay applicable from 1 April 2023 to 31 March 2024, which have been agreed with SLCC and ALCC.
(Correspondence sent to members ahead of meeting)
- 5.3 To adopt the new rates from SCP1 to SCP62 and to make salary back-payments for the period 1st April 2023 to 31st October 2023 for two employees in Councils November Salary run
- 6 **LAND IDENTIFICATION FOR GYPSY&TRAVELLER PITCHES (update)**
- 6.1 To receive update of process.
- 7 **MUTC SCHEDULE OF FEES and ASSOCIATED POLICIES. (Correspondence sent to members ahead of meeting)**
- 7.1 To review the fees applied to hire of MUGA court and action as necessary
- 7.2 To review rent applied to plots at Green Moor Lane, Sycamore Terrace and Undy Allotments and action as necessary
- 7.3 To review existing Allotment Tenancy Conditions and agree to proposed amendments.
- 8 **ADDITIONAL MEMBER OF COUNCIL STAFF**
- 8.1 To consider the draft business case for employment of someone in either the role of Projects Officer or Administration Assistant. (Correspondence sent to members ahead of meeting)
- 9 **LITTER PICKER/TOWN WARDEN – UPDATE**
- 9.1 To receive update from the Clerk in respect of applications received and action as required.
- 10 **PRE-PLANNING APPLICATION WALES 1**
- 10.1 To consider a pre-planning application received on behalf of Daisyvale Ltd for permission to construct an Industrial Unit for B2/B8 use on land they control between the new Cubex development and the Ty Magor hotel on the B4245. (Correspondence sent to members ahead of meeting)
- 11 **MON CC PLANNING APPLICATIONS**
<http://www.monmouthshire.gov.uk/planning>
(Correspondence sent to members ahead of meeting)
- 11.1 **DM/2023/01371 - 24 Rockfield Grove, Undy**
Single storey side extension Granny Annexe.
- 11.2 **DM/2023/01304 - Windy Ridge**
Tump Lane. Replacement dwelling and new car-port
- 11.3 **DM/2023/01440 – Cartref, St Bride's Road**
Proposed two storey side extension.
- 12 **EQUIPMENT FOR PURPOSING HYBRID MEETINGS**
- 12.1 To note resolution 133.2 of 27/09/2021 which read:
Resolved: That the clerk speak with the Ebenezer Baptist Church with regards to the availability of rooms, Wi-Fi and restriction on numbers permitted etc. going forward.
Resolved: That the clerk investigate the cost of equipment and options available to run a hybrid meeting from any venue that has Wi-Fi, and to bring back the information to a future meeting for discussion.

- 12.2** To consider the acquisition of Owl 3 and Expansion Mic, a portable device to set up 'Hybrid' meetings where there is an internet connection. (Correspondence sent to members ahead of meeting)
- 13** **ROGIET TO UNDY – ACTIVE TRAVEL ROUTE CONSULTATION**
- 13.1** To receive any responses and observations to this consultation and action as necessary. (Correspondence sent to members ahead of meeting)
- 14** **SERVICE LEVEL AGREEMENT - TOWN TEAM STORAGE UNIT**
- 14.1** To agree the transfer of Mon CC (Town Team) steel storage unit from Caldicot Car Park to Withy Close Car Park. (Correspondence sent to members ahead of meeting)
- 15** **MAGOR WITH UNDY WALKWAY STATION CONSULTATION**
- 15.1** To receive any responses and observations to this consultation and action as necessary. (Correspondence sent to members ahead of meeting)
- 16** **COUNCIL OFFICE RELOCATION**
- 16.1** To receive chronological report of actions and enquiries undertaken to date, make observations and agree any actions required. (Correspondence sent to members ahead of meeting)
- 17** **WALES AIR AMBULANCE FUNDING REQUEST**
- 17.1** To receive and consider request for grant funding of an unspecified amount by Wales Air Ambulance registered charity. (Correspondence sent to members ahead of meeting)

Topic: Hybrid Ordinary Meeting

Time: Nov 13, 2023 19:00 London

Join Zoom Meeting

<https://us06web.zoom.us/j/89533624876>

Meeting ID: 895 3362 4876

on your mobile

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+16892781000,,89533624876# US

Dial by your location

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• +1 929 205 6099 US (New York)	• +1 386 347 5053 US
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Meeting ID: 895 3362 4876

Find your local number:

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APPENDIX A (Agenda item 5.1)

MAGOR WITH UNDY TOWN COUNCIL

Current account statement balance as at	
31/10/2023	6,615.46
less outstanding cheques	

0.00 0.00

Current Account Balance	6,615.46
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Current Account	6,615.46	6,615.46
BPA1 - Gen Dep	510,126.03	510,126.03
TOTAL		516,741.49

Total Receipts inc balances b/fwd	648,116.39
less total payments	<u>131,374.90</u>
	516,741.49