

# MAYOR WITH UNDY TOWN COUNCIL MAYOR 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 08<sup>th</sup> January 2024 at 1900 hrs**

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

<https://us06web.zoom.us/j/85909342849>

***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

03<sup>rd</sup> January 2024

## 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 11<sup>th</sup> December 2023.

### **5 FINANCE**

- 5.1** To receive Councils Bank Reconciliation reports on Microsoft Excel (Appendix A) and RBS Financial Software for month ending 31<sup>st</sup> December 2023.
- 6** **LAND IDENTIFICATION FOR GYPSY&TRAVELLER PITCHES.**
- 6.1** To note that consultation period ended on 22/12/23 and the representation of MUTC served on Mon CC.
- 6.2** To receive any updates.
- 7** **COUNCIL OFFICE RELOCATION**
- 7.1** To receive an update from Clerk of actions and enquiries undertaken to date, make observations and agree any actions required.
- 8** **ADDITIONAL MEMBER OF COUNCIL STAFF**
- 8.1** To receive proposed job description and agree actions as necessary.
- 9.** **TOWN REGENERATION PLACEMAKING PLAN**
- 9.1** To consider the draft document shared by Daniel Fordham, Regeneration Manager, Monmouthshire County Council and action as necessary.
- 10** **POLICY REVIEWS**
- 10.1** To consider policies subject of review, reach agreement to any amendments and to publish on Town Council website.
- 10.1a** Recruitment and Selection Policy
- 10.1b** General Privacy Notice
- 10.1c** Local Resolution Protocol
- 10.1d** Publication Scheme
- 10.1e** Sickness
- 10.1f** Unacceptable Actions by Individuals policy
- 11** **MON CC PLANNING APPLICATIONS – Please access the portal link to view the following applications**  
<http://www.monmouthshire.gov.uk/planning>
- 11.1** **DM/2023/01717 - Land At The West Side Of Black Wall Lane - Construction of wooden stable block and wooden field shelter.**  
 To receive report from Councillors Cawley and Hammett-Johnson.
- 12** **PROVISION OF A BENCH ADJACENT TO WITBY BUS STOP (Cllr Baicher)**
- 12.1** To consider purchase and locating a bench seat adjacent to bus stop where waiting facilities are restrictive for the disabled and elderly.
- 13** **COMMONWEALTH DAY - 11th of March 2024.**
- 13.1** To receive an update on proposed service
- 14** **SCHOOL GOVERNOR APPOINTMENT**
- 14.1** To consider the appointment of a member of the Town Council as Minor Authority Representative to Magor Church in Wales Primary School.
- 15** **D-DAY 06<sup>th</sup> JUNE 2024 – LAMP LIGHT OF PEACE**
- 15.1** To consider whether the Council should engage in this event.
- 16** **FUTURE COUNCIL MEETINGS**
- 16.1** Finance Meeting scheduled for 1900 hours Monday 22<sup>nd</sup> January 2024
- 16.2** Ordinary Meeting scheduled for 19:00 hours Monday 12<sup>th</sup> February 2024

**APPENDIX A**

**Agenda item 5.1 Copy of Excel Bank Account reconciliation to 31/12/23**

<b>Current account statement balance as at</b>		
<b>31/12/2023</b>		<b>15,493.29</b>
less outstanding cheques		
	0.00	0.00
Current Account Balance		<b>15,493.29</b>
Current Account	15,493.29	15,493.29
BPA1 - Gen Dep	571,989.66	571,989.66
TOTAL		<b>587,482.95</b>
Total Receipts inc balances b/fwd		771,180.09
less total payments		<u>183,697.14</u>
		<u>587,482.95</u>

Topic: MUTC Ordinary meeting  
Time: Jan 8, 2024 19:00 London

Join Zoom Meeting  
<https://us06web.zoom.us/j/85909342849>

Meeting ID: 859 0934 2849

One tap mobile  
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+13092053325,,85909342849# US

Dial by your location

<ul style="list-style-type: none"><li>• +1 305 224 1968 US</li><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></ul>	<ul style="list-style-type: none"><li>• +1 507 473 4847 US</li><li>• +1 564 217 2000 US</li><li>• +1 646 931 3860 US</li><li>• +1 669 444 9171 US</li><li>• +1 669 900 6833 US (San Jose)</li><li>• +1 689 278 1000 US</li></ul>	<ul style="list-style-type: none"><li>• +1 719 359 4580 US</li><li>• +1 929 205 6099 US (New York)</li><li>• +1 253 205 0468 US</li><li>• +1 253 215 8782 US (Tacoma)</li><li>• +1 301 715 8592 US (Washington DC)</li></ul>
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Meeting ID: 859 0934 2849

Find your local number: <https://us06web.zoom.us/u/kcmrgYaVuf>