

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 11th March 2024 at 1900 hrs

Undy Church Hall and Hybrid via Zoom Link:

<https://us06web.zoom.us/j/87118302598>

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

06th March 2024

AGENDA

1 OPEN FORUM

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

2 MAYOR'S ANNOUNCEMENTS AND REPORT

2.1 To receive apologies for absence from Councillors.

To receive any update and feedback from the Mayor on remote meetings, functions, events, Aims & Objectives or matters arising.

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

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

4 CORRESPONDENCE

4.1 To note and agree that correspondence relative to Agenda items has been sent and received by Council Members.

5 MINUTES

5.1 To adopt the draft minutes of Ordinary Meeting held remotely on 12th February 2024.

- 5.2 To adopt the draft minutes of Extraordinary Meeting of 28th February 2024 held at Magor with Undy Town Council Office, The Hayloft, Magor Square at 10:00am Wednesday 28th February 2024 under the provisions of section 1(2) of the Public Bodies (Admission to Meetings) Act 1960
- 6 FINANCE**
- 6.1 To receive Microsoft Excel Reconciliation reports of bank accounting for month end February 2024 on Microsoft Excel (Appendix A).
- 6.2 To receive RBS Financial Software reports for month ending 29th February 2024 (Correspondence sent)
- 6.3 To agree to the following virement regarding acquisition of asset, Wolf-Garten FBM Multi-Change Weeding Brush Cleaning Tool Head for use by Town Team.
- £14.00 from Village Improvements 4800/150 to Equipment 4560/150
- 6.4 To agree and authorise payment for relocating the Christmas Tree pot at Undy Pound (Correspondence sent in advance)
- 7 PURCHASE OF EQUIPMENT FOR MAINTENANCE PROJECTS.**
- 7.1 To agree purchase of power tools and accessories for exclusive use of officers of the Town Team (SLA) within the communities of Magor and Undy. Acquisition of such tools would be listed on Council Assets Register.
- 8 IRPW ANNUAL REPORT 2024**
- 8.1 To receive the annual report and note remuneration amounts remain unchanged and to note Determination 6: Community and Town Councils Mandatory payments
- 9 COMMUNITY YOUTH PROVISION – TOOL KIT**
- 9.1 To consider options for introduction of Youth Provisions in Magor with Undy as detailed within the ‘Tool Kit’ and action as necessary.
- 10 IAC INTERNAL AUDITOR**
- 10.1 To note that Councils appointed Internal Auditor IAC Audit and Consultancy shall conduct Councils Audit on 24th May 2024
- 10.2 To receive the observations of the Interim Internal Audit conducted by IAC on 27/11/23 and action as necessary.
- 11 COUNCIL OFFICE RELOCATION**
- 11.1 To receive an update from Clerk of actions and enquiries undertaken to date, make observations and agree any actions required.
- 12 ADDITIONAL MEMBER OF COUNCIL STAFF**
- 12.1 To receive any update consequent to advertisement of Job Opportunity and determine the interview panel, date and venue for interview of candidates.
- 13 POLICY REVIEWS**
- 13.1 To consider the remaining policies to be reviewed, reach agreement to any amendments and to publish on Town Council website.

- 13.1a Press, Media & Publicity Policy
- 13.1b Safeguarding Policy (Child & Vulnerable Adults Protection)
- 13.1c Social Media Policy
- 13.1d Virtual Public Meetings Protocol

- 14 **MON CC PLANNING APPLICATIONS – Please access the portal link to view the following applications**
<http://www.monmouthshire.gov.uk/planning>

- 14.1 **DM/2024/00080 - - Mod or Removal of Condition** Site Of Tanhurst, Main Road, Undy
Variation of condition no. 2 (list of approved plans) of planning consent DM/2018/01111.

- 14.2 **DM/2024/00259 – Planning application** - Magor Marshland Reserve - Alterations to an existing education centre and associated car parking area, and the construction of a new vehicle store.

- 14.3 **DM/2023/01617 – Planning Appeal - Rose Cottage Grange Wood Knollbury** - Proposed new boundary wall and gateway to dwellinghouse.

- 14.4 **DM/2023/00511 – Re-consultation - Jubilee Cottage, Vinegar Hill** - Rear two storey extension with carport below.

- 15 **PROVISION OF A BENCH ADJACENT TO WITBY BUS STOP (Cllr Baicher)**
- 15.1 To receive report from Clerk dependant on information being provided by Mon CC Passenger Transport Unit.

- 16 **SUMMER PLANTING IN TOWN/VILLAGE**
- 16.1 To note that advertisement of this has been posted on website, social media and by direct communication by email to four businesses engaged in such work and that as of 06th March 2024 Council have received one expressions of interest.

- 17 **D-DAY 80 FLAG OF PEACE - COMMUNITY & TOWN COUNCILS**
- 17.1 To consider the purchase of a commemorative flag as detailed in correspondence from One Voice Wales with due regard to this Councils particular circumstance and the Motion of Cllr Cawley (Agenda item

- 18 **ADDITIONAL DOG WASTE BIN AT SILURIAN ROAD**
- 18.1 To consider requests of residents to County Councillor John Crook for locating another dog waste bin at Silurian Road.

- 19 **COMMUNITIES LITTER PICK**
- 19.1 To consider the arrangement of a Community Litter Pick in the communities of Magor and Undy

- 20 **MEMBERS ITEMS OF BUSINESS (subject to receipt of background papers)**
- 20.1 **MOTION: (Councillor Paul Cawley) MONMOUTHSHIRE COUNCIL COUNCIL PROPOSED BUS SCHEDULE**
 That this Council approach Monmouthshire County Council Transport Department and request a service stop at Redwick Road Magor for people travelling to and from Underwood especially during business hours ie 8.30am and 5.30 pm

- 20.2 MOTION:** (Councillor Paul Cawley) **COMMON-Y-COED PLANTATION**
That this Council set up a maintenance schedule with a specialist contractor to return the site to its former status, and that Council consider setting aside any surplus budget to undertake the development of the lower section into a wildflower meadow as per the design plans produced to Council by the Wildlife Warriors in their presentation in July 2014.
- 20.3 MOTION:** (Councillor Paul Cawley) **STATE OF HIGHWAYS AT NEW BOVIS DEVELOPMENT**
That this Council request Monmouthshire County Council Highways to conduct regular checks at these sites, to prevent further damage and resident inconvenience.
- 20.4 MOTION:** (Councillor Paul Cawley) **80TH ANNIVERSARY OF D-DAY**
That this Council create a small working group to arrange a beacon and all associated Risk Assessments, advertisement etc.
- 20.5 MOTION:** (Councillor Paul Cawley) **VILLAGE PRODUCE & HANDICRAFT SHOW**
That this Council once again revive the Annual Village Produce and Handicraft Show, and set up a small working group of Councillors and/or residents.
- 21 FUTURE COUNCIL MEETINGS**
21.1 Ordinary Meeting scheduled for 19:00 hours Monday 08th April 2024

Join Zoom Meeting

<https://us06web.zoom.us/j/87118302598>

Meeting ID: 871 1830 2598

One tap mobile

+16892781000,,87118302598# US - +17193594580,,87118302598# US

Dial by your location

**• +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), • +1 360 209 5623 US, • +1 386 347 5053 US
• +1 507 473 4847 US, • +1 564 217 2000 US, • +1 646 931 3860 US, • +1 669 444 9171 US
• +1 669 900 6833 US (San Jose)**

Meeting ID: 871 1830 2598

Find your local number: <https://us06web.zoom.us/j/kc9WnD0UEk>

Appendix A

Excel Accounting Spreadsheet – February Reconciliation

MAGOR WITH UNDY TOWN COUNCIL

Current account statement balance as at		
29/02/2024		7,143.95
less outstanding cheques		
	0.00	0.00
Current Account Balance		7,143.95
Current Account	7,143.95	7,143.95
BPA1 - Gen Dep	541,989.66	541,989.66
TOTAL		549,133.61
Total Receipts inc balances b/fwd		0.00
less total payments		0.00
		<u>0.00</u>