

MAGOR WITH UNDY TOWN COUNCIL

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Ordinary meeting of Magor with Undy Town Council

Dear Councillor

You are hereby summoned to attend an Ordinary Meeting of Magor with Undy Town Council on Monday 10th June 2024 at 7.00pm at Magor Baptist Church for the purpose of transacting the business on the below Agenda.

This meeting may also be joined via remote access on Zoom Conference Calling:

<https://us06web.zoom.us/j/82384641815>

Councillors are reminded that they attend this meeting under the provisions of the Town 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

5th June 2024

AGENDA

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- 1 Public Open Forum**
 - 1.1 Public Open Forum (15 minutes at discretion of The Chair).

 - 2 Chairs announcements**
 - 2.1 To receive apologies for absence from Councillors.
 - 2.2 To receive any update and feedback from the Mayor in respect of meetings, functions, events or matters arising.

 - 3 Declarations of Interest**
 - 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 of Previous Meetings**
 - 5.1 To adopt the draft minutes of Ordinary Meeting of 13th May 2024

- 6 Finances**
- 6.1** To receive Microsoft Excel Reconciliation report of bank accounting for month ending 31st May 2024 (Appendix A).
- 6.2** To receive RBS Financial Software reports for month ending 31st May 2024 (Corresponded separately)
- 7 End of year internal audit 23/24**
- 7.1** To receive the observations/recommendations of IAC Audit and Consultancy in respect of the annual Internal Audit Report of 25/05/2024 and agree any actions necessary.
- 8 Rialtas Allotments Management Software**
- 8.1** To receive report from Town Clerk, the quotation provided and agree any actions.
- 9 Grant Applications**
- 9.1** To receive and discuss an application for a Local Community Support Grant of £25,000 from the Magor and Undy Community Hub (MUCH) and agree and agree any actions necessary.
- 10 Council I.T. issues and requirements for new equipment**
- 10.1** To receive a report from the clerk regarding recent significant IT issues experienced by the council office, the remedial work undertaken by Microshade VSM and its impact on workload.
- 10.2** To acknowledge that consequent to the IT issues and to ensure resilience and agree the purchase of a laptop device in line with quotes provided.
- 11 Town Warden Contract**
- 11.1** To note that the person employed of 01st February 2024 under a six-month temporary contract has completed the 13-week probationary period satisfactorily and to consider either extending the probation period to the end of the contract (discretionally) OR to agree to making the contract permanent at the end of the temporary contract period on 31st July 2024.
- 12 Monmouthshire CC Planning Consultations – Please access the portal link to view the following applications**
<http://www.monmouthshire.gov.uk/planning>
- 12.1 DM/2024/00657 - Lydstep House, Dancing Hill, Undy, Monmouthshire, NP26 3BY**
- 13 Town Council Notice Boards**
- 13.1** To receive observations about the Notice Board requirements based upon a report by the clerk shared with the working group on 28th May 2024 relating to condition and management of Notice Boards and to agree actions.
- 14 Undy & Magor Horticultural Society**
- 14.1** From Cllr Kirkham - To note that the society are planning to hold a village show on 22 August 2024 and to agree any actions necessary.
- 15 Next Meeting**
- 15.1** Ordinary Meeting – 1900 hrs Monday 08th July 2024 – Venue TBA

Topic: ORDINARY MEETING OF MAGOR WITH UNDY TOWN COUNCIL
Time: Jun 10, 2024 19:00 London

Join Zoom Meeting

<https://us06web.zoom.us/j/82384641815>

Meeting ID: 823 8464 1815

One tap mobile

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- +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)
- +1 689 278 1000 US
- +1 719 359 4580 US
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Meeting ID: 823 8464 1815

Find your local number: <https://us06web.zoom.us/j/82384641815>

APPENDIX A

EXCEL RECONCILIATION – AGENDA ITEM 6.1

Current account statement balance as at

31/05/2024	13,895.77
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less outstanding cheques

0.00

0.00

**Current Account
Balance**

13,895.77

**Current Account
BPA1 - Gen Dep
TOTAL**

**13,895.77
579,057.24**

**13,895.77
579,057.24**

592,953.01

**Total Receipts inc balances b/fwd
less total payments**

**641,069.41
48,116.40**

592,953.01
