

# 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 09<sup>TH</sup> September at 7.00pm at Magor Baptist Church for the purpose of transacting the business on this meeting Agenda.

This meeting may also be joined via remote access on Zoom

<https://us06web.zoom.us/j/82029965418>

*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

04<sup>th</sup> Sept 2024

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### Public Open Forum

Members of the public may make representations, answer questions and provide evidence at a meeting in respect of the business on the agenda. This does not mean that members of the public can take part in debate, but they shall be given a reasonable opportunity to make representations about business to be discussed. (Standing Order 3.3(d)).

The Public Open Forum shall be for a period of not more than 15 minutes during which members of the public may comment upon any matter on the Meeting Agenda (Standing Orders 3.3(e)).

Subject to standing order 3.3 (e), a member of the public shall not speak for more than 5 minutes. (Standing Order 3.3 (f))

### 1 Chairs Announcements

1.1 To receive apologies for absence from Councillors.

1.2 To receive any update and feedback from the Mayor in respect of meetings, functions, events or matters arising.

### 2 Declarations of Interest

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 received by Council Members.

#### **4 Minutes of Previous Meetings**

- 4.1 To adopt the draft minutes of Extraordinary Meeting of 29<sup>th</sup> May 2024 (***Deferred at Extraordinary meeting of 15th July 2024***) in consideration of proposed changes and amendments corresponded electronically with Council on 13/07/24 and re-sent on 02/09/24
- 4.2 To adopt the draft minutes of Ordinary Meeting of 10<sup>th</sup> June 2024 (***Deferred at Extraordinary meeting of 15th July 2024***) in consideration of proposed changes and amendments corresponded electronically with Council on 13/07/24 and re-sent on 02/09/24.
- 4.3 To adopt the draft minutes of Ordinary Meeting of 08<sup>th</sup> July 2024
- 4.4 To adopt the draft minutes of Extraordinary Meeting of 15<sup>th</sup> July 2024

#### **5 Finances**

- 5.1 To receive Microsoft Excel Reconciliation report of bank accounting for month ending 31<sup>th</sup> July and 31<sup>st</sup> August 2024 (**Appendix A**)
- 5.2 To receive RBS Financial Software reports for month ending 31<sup>st</sup> July 2024 and 31<sup>st</sup> August 2024

#### **6 Addition of an allocated space for Dog Walking.**

- 6.1 To receive a report regarding details of work to be undertaken in the creation of an allocated area for dog walking and dog exercise and to proceed with the proposed development as detailed in the report and agree any further actions necessary.

#### **7 Sycamore Playing Field – PSPO/Deed of Covenant-Picnic Benches and Waste Bins**

- 7.1 To note that in accord with a previous resolution (Min 17.1) the Town Council have received written confirmation from Roger James Clements and Partners (Solicitors). Their independent legal opinion is that that the PSPO does not breach the Deed of Covenant.
- 7.2 To receive and note the details in respect of the acquisition and installation of picnic benches in accordance with resolution (Min 245.1)
- 7.3 To note that with the introduction of picnic benches littering has increased and to agree the acquisition of new litter bins to be located at the site of the picnic benches
- 7.4 To note that the litter bin in the Children’s Play Park is insufficient to meet need and agree to the acquisition of an additional bin.

#### **8 Christmas Trees**

- 8.1 To note that the supply, installation and collection of large Christmas Trees is a specialist service and local suppliers are limited.
- 8.2 To consider quotations received from two suppliers.
- 8.2 To agree that the Councils preferred supplier John Reece shall be contracted to provide three Christmas Trees for Magor Square, Main Road/Newport Road and Undy Pound in consideration that his business stored the concrete block purchased to facilitate the installation of a Christmas Tree at Magor Square in 2023 and to agree to suspend Financial Regulation 10.3.

#### **9 Magor Square Christmas Carol Service**

- 9.1 To consider and agree actions in support of Magor Square Carol Service in conjunction with the Netherwent Ministry Area and the Magor Baptist Church.
- 9.2 To consider and agree how much to donate to the Severn Tunnel Band if they are available for the Magor Square Carol Service.

#### **10 Monmouthshire CC Planning Application Consultations** **Please access the portal link to view the following applications** <http://www.monmouthshire.gov.uk/planning>

- 10.1 **DM/2024/02067 – 24 Netherwent View, Magor** – Proposal for constructing a front porch extension to add a main entrance to the property. The extension will incorporate a cloakroom, enhancing the residence s functionality and curb appeal.

- 11 Magor with Undy Town Regeneration-Placemaking Plan**
- 11.1** To note that the Steering Group Meetings have been arranged for 13<sup>th</sup> September 2024, 08<sup>th</sup> November 2024 and 13<sup>th</sup> December 2024 and agree actions to be taken following the meetings.
- 12 Current projects: Undy – Undy Play Park working group**
- 12.1** To note that members of the working group have been invited to a presentation of a proposal from a potential supplier on 10/09/24.  
To note at that the time of writing a site meeting had been arranged for another provider on 04/09/24.
- 13 Magor with Undy Newsletter**
- 13.1** To consider the production and publishing of a Newsletter for distribution within the communities and action as necessary.
- 14 Mill Common Woodland Project**
- 14.1** To note receive information and an update of a public meeting about the Mill Common Woodland Project and to consider and agree any actions necessary.
- 15 Town Council Notice Boards**
- 15.1** To receive report from the Council Working Group and agree actions necessary.
- 16 Remembrance Sunday 10<sup>th</sup> November 2024**
- 16.1** To consider arrangements for the Remembrance service on Sunday 10<sup>th</sup> November and agree any actions necessary.
- 16.2** To agree to send invitation to the office of the Lord Lieutenant for Gwent.
- 16.3** To agree amount of donation for acquisition of Poppy Wreath from RBL (under authority of Section 137 of Local Gov Act 1972).
- 17 Magor and Undy Community Hub (MUCH)**
- 17.1** To receive and note update from Cllr Penny Kirkham (Town Council representative to MUCH) on general matters pertaining and agree actions if necessary.
- 17.2** To receive update in respect of MCC Provision of Youth Activities which commenced on Tuesday 30<sup>th</sup> July 2024 and agree any action necessary.
- 18 Gypsy and Traveller Land Identification Update**
- 18.1** To receive and note update from Cllr Frances Taylor and consider any further actions as necessary.
- 19 Undy & Magor Horticultural Society Home and Produce Show**
- 19.1** To receive feedback regarding the event held at Undy Memorial Hall on 24<sup>th</sup> August 2024.
- 20 Magor Surgery**
- 20.1** To note that Caldicot Medical Group has taken a decision to close Magor Surgery in the afternoons as at 1<sup>st</sup> August and agree any actions necessary.
- 21 Mill Common Playpark**
- 21.1** To consider a proposal from a resident to improve the play area at Mill Common (adjacent to Millfield park and agree any actions necessary.

**22 MEMBERS ITEMS OF BUSINESS (subject to receipt of background papers)**

**22.1 MOTION: Councillor Neeta Baicher.** That this Council start preliminary investigation into the possible provision of public toilets within Magor with Undy Town and that a working group be created to work with our Business Support and Projects Officer to facilitate this.

**DESIRED OUTCOME/BENEFITS OF PROPOSAL/MOTION:** To provide a much-needed public toilet facility within Magor with Undy Town area. Create a budget for the upkeep & maintenance of such a facility.

**23 Date Of Next Meeting**

23.1 To agree date of next meeting and receive apologies if applicable.

Zoom meeting.

Topic: My Meeting

Time: Sep 9, 2024 19:00 London - Join Zoom Meeting - <https://us06web.zoom.us/j/82029965418>

Meeting ID: 820 2996 5418

One tap mobile

+15642172000,,82029965418# US

+16469313860,,82029965418# US

Dial by your location

- +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
- +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

Meeting ID: 820 2996 5418

Find your local number: <https://us06web.zoom.us/j/82029965418>

**Appendix A**

**Excel Reconciliation Report as at 31/07/24**

**MAGOR WITH UNDY TOWN COUNCIL**

<b>Current account statement balance as at</b>		
<b>31/07/2023</b>		<b>19,482.05</b>
less outstanding cheques		
Current Account Balance		<b>19,482.05</b>
CCLA-PSDF	450000	450000
Current Account	19,482.05	19,482.05
BPA1 - Gen Dep	76,079.61	76,079.61
TOTAL		<b>545,561.66</b>
Total Receipts inc balances b/fwd		659,883.84
less total payments		108,907.60
Balance		<u>550,976.24</u>

**Excel Reconciliation Report as at 31/08/24**

**MAGOR WITH UNDY TOWN COUNCIL**

<b>Current account statement balance as at</b>		
<b>31/08/2023</b>		<b>114,783.17</b>
less outstanding cheques		
Current Account Balance		<b>114,783.17</b>
CCLA/PSDF	451,723.69	451,723.69
Current Account	114,783.17	114,783.17
BPA1 - Gen Dep	66,079.61	66,079.61
TOTAL		<b>632,586.47</b>
Total Receipts inc balances b/fwd		773,728.16
less total payments		135,727.11
Balance		<u>638,001.05</u>