

MAGOR WITH UNDY TOWN COUNCIL CYNGOR TREF MAGWYR GYDA GWNDY

Tel: 01633 882 842

e-mail admin@office.magorundy.org.uk

web: www.magorundy.org.uk

Ordinary Meeting of 19:00 hrs Monday 08th December 2025

Venue: Magor Baptist Church, Magor Square

Virtually: Zoom Communications.

Dear Councillor, you are hereby summoned to attend the meeting as detailed above.

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%2021.pdf
- and Multi-location Meetings Protocol.
http://www.magorundy.org.uk/_UserFiles/Files/POLICY%20REVIEWS%202025/Multi-location%20meetings%20protocol.pdf

Members of the public may attend this meeting in person. It is also open for those who wish to participate online. Those who wish to participate online are required to email the Council at the dedicated email address:

mutcmeetings@office.magorundy.org.uk

no later 1300 hours on Friday 07th November 2025 requesting the Zoom Link and Passcode in accordance with the Town Council Multi-Location Meeting Protocol.

William Lewis



Clerk to Magor with Undy Town Council

03rd December 2025

PUBLIC OPEN FORUM

In accordance with the Councils Standing Orders 3.3(e) a period of not more than 15 minutes for Members of the Public is provided to ask questions and make representations about business on this agenda. Persons who wish to make comment shall not speak for more 5 minutes and they will not take part in any debate.

In accordance with the Councils Standing Orders 3.3(g) the Public Open Forum does not form part of the formal business as detailed on the agenda & will take place prior to the start of the meeting.

1 Chairs Announcements

1.1 To receive Councillor apologies for absence.

1.2 To receive any update and feedback 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 that that associated documents relative to agenda items has been served upon Council Members and published on Council website.

4 Minutes of Previous meetings

- 4.1** To receive and adopt the draft minutes of the Ordinary Meeting of 10th November 2025.
4.2 To receive and adopt the draft minutes of the Extraordinary Meeting of 12th November 2025.

5 Finances

- 5.1 To receive Microsoft Excel record of receipts & payments and reconciliation records in respect of Barclays Bank Accounts and CCLA/PSDF Investment Account:**

- 01st to 30th November 2025 (Associated Document Schedule no 1)

- 5.2 To receive and note RBS Financial Software reconciliation reports for payments and receipts in respect of Barclays Bank Accounts and CCLA/PSDF Investment Account and RBS Budget Document for period ending 30th November 2025.**

- 01st to 30th November 2025 (Associated Document Schedule no 2)

Reports to be signed by RFO and Cllr M James as soon as reasonably practicable.

- 5.3 Frost Fayre - Public Convenience Provision**

To note Council Budget Line 4835 (Toilets/Amenities). Portable Public Toilets for use during the Frost Fayre on 06th December and that payment to Euroloos Limited of a net cost of £395 has been made.

Power to Spend: Public Health Act 1936 s87

- 5.4 Autumn Winter Newsletter**

To note budget line 4285-110 (Newsletter) A payment of £525 has been made to Kudos Limited in respect printing costs for delivery of the Newsletter.

Power to spend: Local Gov Act 1972 s 142

- 5.5 Hedge Cutter Purchase for use by Town Team**

To note a request of the Town Team for the purchase of a Stihl HS82T Hedge Cutter a cost of £350 (net) via Mon CC Grounds and Maintenance team.

If purchase is agreed, to agree to a virement of £100 from budget line 4445-150 (grass cutting) to Budget Line 4560-150 (equipment).

(Power to spend: Local Gov (Misc. Provisions) Act 1976 s19

- 6 Magor with Undy Town Council Placemaking Plan.**

- 6.1** To adopt Magor with Undy Placemaking Plan and to note that this plan has been developed over the previous 18 months in partnership between Council members representing the MUTC Steering Group and Monmouthshire County Council.

7 Grant Applications

- 7.1** To receive and consider an application from Caldicot Food Bank for grant funding of £600 to provide food parcels to support residents of Magor and Undy experiencing short term crisis. (Associated Document Schedule no 4)

- 7.2** To receive and consider an application from Friends of the Hub for grant funding of £721.71 to support expenditure in the provision of activities at the HUB to tackle loneliness, support inclusivity and promote learning opportunities. (Associated Document Schedule no 5)

- 7.3** To receive and consider an application from Gwent Wildlife Trust – Wildlife Warriors for £5,820 to support costs associated activities of the Wildlife Warriors in nature project work and biodiversity. (Associated Document Schedule no 6)

- 8 MUTC Assets Register and Policy.**

- 8.1** To adopt the proposed Asset Register as reviewed during Council workshop of 12th November 2025. (Associated Document Schedule no 7)

- 8.2** To adopt the proposed Asset Policy as reviewed during Council workshop of 12th November 2025. (Associated Document Schedule no 8)
- 9** **MUTC Toil Policy**
- 9.1** To adopt the proposed Toil Policy as reviewed during Council workshop of 12th November 2025. (Associated Document Schedule no 9)
- 10** **Magor Primary School PTFA. Proposed use of Sycamore Field.**
- 10.1** To note that Magor Primary School PTFA has notified the Town Council of the intended use of Sycamore Field on Thursday 16th July 2026 between 3pm and 6pm for the end of term Fun Day.
- 11** **M.U.C.H. Update**
- 11.1** To note any update Town Council representative to the HUB.
- 12** **Clerks Meeting Report**
- 12.1** To note the report of the Clerk summarising duties and work undertaken by staff and Councillors during September and October 2025. (Associated Document Schedule no 10)
- 13** **Members Item of Business**
- 13.1** To receive a written motion in accordance with Standing Order 9 from Cllr M Boyland and agree action as necessary. (Associated Document Schedule no 11)
- Motion:** That the Council makes a one-off donation to the charity Crisis to support their “Crisis at Christmas” campaign, helping people experiencing homelessness during the cold winter months.
- Proposal:** Suggest a collective donation from the Council of 50 'gifts', totalling £1,490.
- To note that advice was sought and received in respect of this item.*
- Should Council wish to support this motion either wholly or in-part it will be necessary to agree to a virement of an amount from budget line 4210/110 (Grants & Donations) to 4230/110 (Section 137 Expenditure)*
- 14** **Date of Next Ordinary Meeting**
- 14.1** 1900 hours Monday 12th January 2026 at Magor Baptist Church.