

MAGOR WITH UNDY COMMUNITY COUNCIL

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Dear Councillor

You are hereby summoned to attend remotely an Ordinary meeting of Magor with Undy Community Council to be held via Zoom <https://zoom.us/j/97765489131> on Monday 26th April 2021 at 7pm for the purpose of transacting the following business:

Councillors are reminded that they attend this meeting under the provisions of the Community Council's Code of Conduct.



Beverly Cawley
Clerk to the Council

21st April 2021

AGENDA

- 1 Open Forum**
Public Open Forum (15 minutes at discretion of Chair)
- 2 Chair's Announcements**
 - 2.1 To receive apologies for absence from Councillors
 - 2.2 To receive any update and feedback from the Chair on remote meetings
- 3 Declarations of interest in items on the agenda – Forms to be completed**
 - 3.1 To receive any declarations of interest in items on the agenda
- 4 To Resolve - Exclusion of Press and Public - by virtue of The Public Bodies (Admission to Meetings) Act 1960, the press and public are excluded from discussions on agenda item 5.3.b on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted**
- 5 Minutes (attached)**
 - 5.1 To adopt the minutes of the Ordinary Meeting held remotely on 8th March 2021
 - 5.1.a Chair to sign the minutes
 - 5.2 To adopt the minutes of Planning Committee Meeting held remotely on 22nd March 2021
 - 5.2.a Chair to sign the minutes
 - 5.3 To adopt the minutes of the Human Resources Committee Meeting held remotely on 1st March 2021, and any recommendations. *(deferred 1/3/21)*
 - 5.3.a Chair to sign the minutes
 - 5.3.b To consider recommendations of the Human Resources Committee Meeting *(attached)* *(refer to Committee Terms of Reference – 'No discharge of functions'/'To make recommendations to Full Council')*
- 6 Finance**
 - 6.1 To confirm the Bank Reconciliation of the Council's Bank Accounts to 31st March 2021 *(attached)*

- 6.2 To approve list of payments *(to follow)*
- 6.3 To note that the RBS Finance Package needs to be converted across from Receipts and Payment to Income and Expenditure in readiness for the 2021/2022 Financial Year, as the Precept will have been in excess of £200k for three years.
- 6.4 Torfaen County Borough Council LGPS:- To note the LGA (the Local Government Association) has issued LGPS pension contributions table for the 2020/21 financial year – an increase of 0.5%. *(attached)*
- 6.5 To approve remote attendance of clerk to the joint OVW/SLCC event 13th May 2021 at the cost of £45 *(attached)*
- 6.6 To note that the cost of emptying dog waste bins (Merlin Waste) will rise by 10p to £4 per bin with effect from 1st April 2021
- 6.7 To note that the Information Commissioners Office registration has been renewed as at 24th March 2021 at the cost of £35
- 6.8 To consider renewal of contract with Chepstow Accountancy Services Ltd in respect of salary administration for the financial & tax year commencing April 2021. *(attached)*
- 6.9 To consider renewal of One Voice Wales Membership for 2021-2022 at the cost of £885 *(attached) (under LGA 1972 s 143)*
- 6.10 To note that holiday back pay, as previously discussed, has been paid to Litter Pickers as per HMRC and ACAS guidance.
- 6.11 To consider renewal of Gwent Wildlife Trust Membership for 2021-2022 at the cost of £36 *(attached) (Under LGA 1972 s137)*
- 6.12 To note Valuation and Interim Certificate No 1, from Morgan & Horowskyj Architects in respect of the Procurator House repairs *(attached)*
- 6.12.a To note payment of corresponding interim invoice to Marsh & Co for the sum of £9925.87 [(under Financial Regulations 5.5.a) *(under OSA 1906 s.9 & 10 and LGA 1972 s144)*]
- 6.12.b To note payment of interim invoice from Morgan & Horowskyj Architects for professional services in connection with management of Quinquennial works on Procurators House for the sum of £1828.75 [(under Financial Regulations 4.1) *(under OSA 1906 s.9 & 10 and LGA 1972 s144)*]

7 Start-Up Grants

- 7.1 To receive and consider Start-Up grant application for £500 from newly formed resident led group 'Residents Against Speeding'

8 Correspondence

- 8.1 To note miscellaneous correspondence emailed direct to Members as appropriate during remote working conditions

9 Planning Committee - View applications at <http://www.monmouthshire.gov.uk/planning>

- 9.1 To consider:
 - 9.1.a **DM/2019/00293:** Retrospective planning consent for the change of use of former agricultural buildings to a B2 vehicle repair/restoration. Erection of security gates at the site entrance - Great House Farm, The Elms To Bridgend Farm Lane, Undy
 - 9.1.b **DM/2021/DM/2021/00358-** Reserved Matters – Provision of 5575m2 B1 employment space on parcel C1 – Rockfield Farm, The Elms, Undy.
 - 9.1.c **DM/2021/00445** - Single garage at the front of property - 6 Landau Close, Undy
 - 9.1.d **DM/2021/00528** – Proposed residential development of 4no detached dwellings with private on-site parking. Altered existing access to provide new access road with turning area on site – Hollybush, Vinegar Hill, Undy

- 9.1.e **DM/2021/00581** – extension to rear of house to extend kitchen/diner area, to convert current garage area to a play room, insert window to side of house to incorporate re-configured bedroom design and demolish and rebuild outhouse moving location closer to boundary line – Darlea, Bridewell Gardnes, Undy
- 9.2e **STRO50 - Street Trading Consent Application - Mobile Trader** - a mobile ice cream van, trading in all streets in Undy & Magor.(circulated)
- 9.3 To note Mon CC weekly new and decided planning lists
<https://www.monmouthshire.gov.uk/planning-3/weekly-planning-lists/>
- 10 Staffing** (note: to exclude press and public only if discussions dictate)
- 10.1 To note that the Administration Assistant had tendered her resignation of employment which concludes with the Council on 16th April 2021.
- 10.2 To consider Council staffing needs
- 11 Independent Remuneration Panel for Wales: Annual Report 2021 to 2022**
(b/fwd. from 8/3/21)
- 11.1 To receive the IRPW Annual Report 2021 to 2022 (refers Town & Community Councils: pages 40–47, 48, 54 & 55)
<https://gov.wales/independent-remuneration-panel-wales-annual-report-2021-2022>
- 11.2 To note a Council resolution is required to adopt (or not) non-mandatory determinations 43,45,46,47,48,49 (see table 9 – pages 45 & 46 of IRPW Annual Report 2021-2022)
- 11.3 To consider item 13.36 of the IRPW Annual Report 2020-2021:
- 11.3.a To resolve when the payment is actually to be made to the member (determinations 42,43,48,49).
- 11.3.b To resolve how many payments, the total amount payable is broken down into;
- 11.3.c To resolve whether and how to recover any payments made to a member who leaves their role during the financial year
- 12 Costs for Works/Materials**
- 12.1 To consider quotations received in respect of summer planting and watering for Community Council owned planters/pots. (to follow)
- 12.2 To consider quotations received in respect of grass 80% and wildflower 20% mix for the landscaping of Sycamore Sports Field, adjacent to the MUGA
- 12.3 To consider costs to purchase Turf Reinforcement Mesh and J pegs for the landscaping (footway) of Sycamore Sports Field, adjacent to the MUGA
- 13 Local Government and Elections (Wales) Act 2021**
- 13.1 To note a summary of the key provisions of the Local Government and Elections (Wales) Act 2021 for the Community and Town Council Sector
- 14 War Memorial**
- 14.1 To note positive feedback in respect of the Covid-19 Families (Wales) event on 23rd March 2021 when the War Memorial was lit up yellow.
- 14.2 To note that Monmouthshire CC contractor has undertaken an investigation of the old floodlights and claims they have never been connected/worked.
- 14.2.a To consider whether to pursue costs to repair/install/replace
- 15 Coronavirus Memorial Bench (Covid-19 Families Wales)**
- 15.1 To consider options for a rustic memorial bench to be sited in the Community Orchard

16 Consultations

- 16.1 Welsh Government: The General Power of Competence (Commercial Purpose) (Conditions) (Wales) Regulations 2021 <https://gov.wales/local-authority-power-trade> (by 11th June 2021)

17 Flooding

- 17.1 To Note a written report from Cllr John Crook in respect of flooding issues in the area, and agree any actions required. (attached)

18 Reports

- 18.1.a To receive the Clerk's written Report and any verbal update in respect of on-going issues and agree any actions (*attached*)
- 18.1.b To note actions taken in respect of 'Operation Forth Bridge'
- 18.2 To receive any reports from Council representatives on outside bodies and agree any actions.
- 18.3 To receive a copy of the on-going action plan and note the current status

19 Councillors Items of Business For Discussion

- 19.1 **Motion: Cllr F Taylor - (b/fwd. from 8/3/21)**
"That this council agree to take such action as is necessary to secure and protect the land adjacent to Undy School on Penny-farthing Lane as a managed wild space for public use in perpetuity". (attached)

20 Future Meeting Content

- 20.1 To accept proposals from Councillors for items to be included at future meetings

21 Meeting Dates

- 21.1 Planning Committee – Monday 26th April 2021 at 7pm
- 21.2 Annual Meeting – Thursday 6th May 2021 at 7pm
- 21.3 Ordinary Meeting – Monday 10th May 2021 at 7pm