

# MAGOR WITH UNDY TOWN COUNCIL

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## Minutes of the Ordinary Meeting of Magor with Undy Town Council held remotely on Monday 23<sup>rd</sup> October 2023 at 6.30pm

### **COUNCILLORS:**

Mayor Cllr Carole Hopkins

Cllr Penny Kirkham

Cllr Paul Cawley

Cllr Neeta Baicher

Cllr Catherine Baker

**IN ATTENDANCE:** William Lewis – Clerk to Council

**MEMBERS OF PUBLIC:** Nil

### **APOLOGIES:**

Cllr Donna James	Cllr Mike James	Cllr Frances Taylor
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**6.35pm** *Commencement of meeting delayed by 5 minutes as clerk was engaged in telephone call with Cllr Baker who had IT connection issues.*

### **100 Chair's Announcements**

100.1 To receive any apologies for absence from Councillors.

*Apologies received as detailed in heading.*

### **101 Correspondence**

101.1 To note that correspondence relative to matters on Meeting Agenda had been sent to Council Members.

*It was agreed that correspondence had been served and received.*

### **102 Change to Email Account**

102.1 To receive report from The Clerk together with proposed details of change from Microshade Business Consultants Ltd and agree actions.

*The Clerk referred to correspondence and expanded upon the problems of long delays and failed delivery of emails sent to the two email accounts used daily in attending to all Council business and that important matters were being delayed. That despite repeated attempts by Vision ICT (webmail host) and Microshade VSM (software and security programs) the issue could not be identified.*

*Council were informed that all 12 email accounts used by Councillors and administration were hosted by Vision ICT and that the issue could be resolved by migrating the administration email accounts to Microshade VSM to host those accounts, while the Councillors email accounts would remain with Vision ICT.*

*Cllr Baker informed members that similar issues had been experienced with a neighbouring Town Council and that the proposed changes had attended to the issue without conflict.*

*Cost was discussed and Council were informed that the proposed changes would result in an annual increase for email hosting would be £50.00*

***It was resolved:***

***To approve the proposed change of hosting of administration email accounts to Microshade VSM.***

**103 Town Councillor Election 23<sup>rd</sup> November 2023 – Poll Cards**

103.1 To receive correspondence (Notice of Election) from Mon CC democracy and agree actions.

*Council acknowledged the communication from Mon CC regarding the provision of Polling Cards to the residents of the wards for election.*

*Cllr Kirkham also expressed that in addition to instruction for information to be displayed in notice boards that it also required to be published and shared on Council website and Social Media account.*

***It was resolved:***

***To accept Monmouthshire CC to attend to provision of Polling cards to affected wards and receive postage costs incurred. To publish election details on Council website and Social Media account.***

**104 EXCLUSION OF PRESS & PUBLIC UNDER SECTION 1 (2) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

104.1 To agree the exclusion of the Press and Public to the following agenda item (4.1) pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 as some of the business to be transacted has commercial interest of others and considered confidential, the disclosure of which would be prejudicial.

***It was resolved:***

***To exclude press and public from the following item on the Agenda consequent to the commercial interest of third parties which is considered confidential.***

**105 Proposal to relocate Council Office**

**105.1 Resolved:**

EXCLUSION OF PRESS & PUBLIC UNDER SECTION 1 (2) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

**106 THE MEETING CONCLUDED AT 7.07PM**