

# MAGOR WITH UNDY TOWN COUNCIL MAGOR GYDA CHYNGOR TREF UNDY

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## Ordinary Meeting

### Minutes of the Ordinary Meeting of Magor with Undy Town Council held At Magor and Undy Community Hub and remotely via Zoom Conference calling Monday 15<sup>th</sup> April 2024

#### COUNCILLORS IN ATTENDANCE

Chair: Mayor Cllr Carole Hopkins <i>Remotely</i>	Cllr Frances Taylor <i>In person</i>	Cllr Donna James <i>In Person</i>	Cllr Mike James <i>In Person</i>	Cllr Victoria Hammett-Johnson <i>In Person</i>
Cllr Paul Cawley <i>In Person</i>	Cllr Penny Kirkham <i>Remotely</i>	Cllr Neeta Baicher <i>Remotely</i>		

#### APOLOGIES:

Cllr Catherine Baker	Cllr Dr Mario Bisi			
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**IN ATTENDANCE:** William Lewis – Clerk to Council

**MEMBERS OF PUBLIC:** Kari Davies - Manager of Magor and Undy Community Hub

#### 215 Public Open Forum

215.1 Public Open Forum (15 minutes at discretion of The Chair).

***The Chair invited Kari Davies to provide information consequent to Agenda Item 9, Youth Provision and what could be facilitated at the M.U.C.H. Please refer to Minute No 233.1***

#### 216 Chairs announcements

216.1 To receive apologies for absence from Councillors.

***Apologies received from Councillors Baker and Bisi.***

216.2 To receive any update and feedback from the Mayor on remote meetings, functions, events, Aims & Objectives or matters arising.

**Mayor referred to item 9 of the agenda.**

#### 217 Declarations of Interest

217.1 To receive any declarations of interest in items on the agenda.

***No declarations received.***

- 218 Correspondence**  
**218.1** To note and agree that correspondence relative to Agenda items has been sent and received by Council Members.  
***Receipt of correspondence was acknowledged.***
- 219 Minutes of Previous Meetings**  
**219.1** To adopt the draft minutes of Ordinary Meeting of 11<sup>th</sup> March 2024  
***Agreed and adopted.***
- 219.2** To adopt the draft minutes of Extraordinary Meeting of 25<sup>th</sup> March 2024  
***Agreed and adopted.***
- 220 Finances**  
**220.1** To receive Microsoft Excel Reconciliation reports of bank accounting for month ending 31<sup>st</sup> March 2024. (Appendix A).  
***Received and agreed.***
- 220.2** To receive RBS Financial Software reports for month ending 29th February 2024 (Corresponded separately)  
***Received and agreed.***
- 221 The Public Sector Deposit Fund/CCLA:**  
**221.1** To consider investment of Council Funds consequent to observations of Internal Auditor and presentation by Jamie Charters (CCLA) at Ordinary meeting of 12/02/24.  
***It was resolved:***  
***To open an account with the CCLA Public Sector Deposit Fund.***
- 221.2** To agree upon the amount of the Investment (If agreement reached at Agenda Item 7.1)  
***It was resolved:***  
***An investment of £450,000 shall be made to the PSDF/CCLA.***
- 222 Council Office Relocation**  
**222.1** To receive an update in respect of proposed leasehold of Unit 3, Salisbury House, Magor Square and agree any actions necessary to attend to requirements for occupation.  
*The Clerk updated members of the status of arrangements regarding works and occupation of the premises and costs likely to be incurred in excess of the budget heading 4145 Office Accommodation.*  
***It was resolved:***  
***That a good quality laminate flooring surface shall be laid and in respect of the likely overspend on budget heading 4145(Office Accommodation) the sum of £5000 shall be vired from Budget Heading 4120 (Professional Fees)***
- 223 Community Youth Provision**  
**223.1** To receive an update following liaison with Monmouthshire Youth Services to progress Youth Provisions in Magor with Undy.  
*There was detailed discussion among members in consideration of:*
- *The use of the M.U.C.H. and the allotted use of the facility between the hours of 4:00pm and 7:00pm on Tuesdays of each week.*
  - *What Mon CC Youth Services were able to provide. and the costs of using such service.*
  - *Alternative times and days for provision of Youth Provision.*
  - *Training by Mon CC for Volunteers.*
  - *Additional summer activities as provided in previous years.*
  - *Costs provided by Mon CC you supply of youth workers.*

- *Arrangement with Mon CC Youth services to commence with a period of engagement with the communities youth to determine what activities and interests should be arranged.*

***It was resolved:***

***A proposal was made and agreed that a budget with a ceiling of £20,000 facilitated from Grants and Donations Budget Heading for the provision of Community Youth Services provided by Monmouthshire County Council 2024-2025 inclusive of Summer program of activities. It was further agreed that arrangements shall be made for Monmouthshire Youth Services to begin an initial period of engagement and consultation within the community to establish what types of activity and services are favoured by the children and young people in the community.***

**224** Monmouthshire CC Planning Consultations – Please access the portal link to view the following applications

<http://www.monmouthshire.gov.uk/planning>

**224.1** DM/2024/00377 – 38, Rockfield Way – Single storey extension.

***It was resolved:***

***No representations were received and planning consent may be approved subject to neighbours.***

**224.2** DM/2024/00319 – 2, Arlington Close – Single storey extension to rear/side

***It was resolved:***

***No representations were received and planning consent may be approved subject to neighbours.***

**225** Dog Waste Collection-Contract Renewal

**225.1** To receive details of annual contract renewal with Merlin Environmental Services and agree actions.

Cllr James queried section 1.2 of contract which reads: *The bins are predominantly 45ltrs in capacity and any existing bins that are larger will be replaced with 2 x 45ltr bins where necessary.*

***It was resolved:***

***To accept renewal of the contract subject to clarification of requirements of section 1.2 of the contract and suspend Financial Regulations(10.3, 11.1a(i) and 11.1g) consequent to Merlin Environmental Services being the only company regionally who provide this service***

**2000** **Councillor Baicher gave apologies and left the meeting**  
**hrs**

**226** Summer Bunting – Magor Square

**226.1** To consider provision of ‘Bunting’ to decorate Magor Square for this Summer events and activities.

Members were provided details of suitable bunting found via searching online.

***It was resolved:***

***That £1000 under the Civic Service Events was agreed for the purchase of bunting. The power to spend by virtue of Sections 137 and 145(c) of & Local Gov Act 1972***

**227** Worthy Field Sport and Recreation.

**227.1** To consider the acquisition of equipment and facilities for Worthy Sports Field and action as required.

*Members were informed by Cllr Taylor that arrangements had been made with Mon CC for the temporary re-location of the goalposts in order to repair and seed the damaged turf and that an*

*enquiry has been raised with Monmouthshire CC Grounds Maintenance Team for the provision of goal post nets for which no cost had yet been communicated. Council were requested to agree to the purchase and acquisition of the goal post nets.*

***It was resolved:***

***To purchase the Goal Post nets. The power to spend by virtue of Section 19 Local Gov (Misc Provisions) Act 1976.***

**228 Sycamore Field Sport and Recreation Facilities**

**228.1** To consider the acquisition of equipment and facilities for Sycamore Sports Field and action as required.

***It was resolved:***

***That a working group shall be formed to develop an action plan to introduce services and facilities within Sycamore Field.***

**229 Sycamore Terrace Allotments**

**229.1** To consider a request from Stepping Stones Nursery – Magor CiW School for the allocation of an allotment plot at Sycamore Terrace.

*Council were advised that although there is a waiting list for allotment plots, all are associated with Undy Allotments.*

*Members raised some concerns regarding welfare of children in consideration of their age and suitability of a large allotment plot that requires significant clearance of brambles etc. It was suggested that alternative measures of provision of assistance to introduce gardening provisions within school grounds or Sycamore Field.*

***It was resolved:***

***The clerk will liaise with the enquirer regarding issues raised and bring back to a future meeting.***

**230 Town Council Notice Boards**

**230.1** To agree the appointment of a ‘Working Group’ to review the condition and future of the current notice boards.

***It was resolved:***

***Members should contact the clerk so that a working group can be created as soon as practicable.***

**231 80<sup>th</sup> Anniversary of D-Day (Lighting of a Beacon)**

**231.1** To note that Resolution 209.4 (Council Meeting 11/03/24) cannot be proceeded with as a consequence of Insurance Requirements of NRW which were restrictive and costly.

*Members received details from Councillor Cawley in respect of this development.*

***It was resolved***

***That resolution 209.4 would not be proceeded with due to implications raised.***

**231.2** To consider alternative measure to commemorate 80<sup>th</sup> Anniversary of D-Day.

Councillor Cawley informed members that arrangements were underway between neighbouring Community and Parish Councils of for a small service at the War Memorial at 10:45am on Thursday 06<sup>th</sup> June 2024

***It was resolved:***

***That Councillor Cawley will lead on the arrangements for this service on behalf of the Council and that the clerk shall make necessary arrangements with Monmouthshire CC for the Event Notification and Road Closure of part of Magor Square for this service.***

**232 Pre-Order Consultation - Path Diversion Rockfield Farm, Undy.**

**232.1** To consult upon and provide response to proposed footpath diversion to Monmouthshire CC Assistant Rights of Way Officer.

Members discussed the proposed footpath diversions and while there were no objections it was suggested that the information required to be publicised on Council website and Facebook.

***It was resolved:***

***The Clerk shall report back to Mon CC and publicise as appropriate.***

**233 Future Scheduled Meetings**

**233.1** Monday 13<sup>th</sup> May 2024 at 1900 hrs – Ordinary Meeting

**233.2** Thursday 16<sup>th</sup> May 2024 at 1900 hrs - Annual Statutory Meeting



