

MAGOR WITH UNDY TOWN COUNCIL MAGOR GYDA CHYNGOR TREF UNDY

Tel: 01633 882 842

e-mail admin@magorundy.org.uk

web: www.magorundy.org.uk

Ordinary Meeting of 19:00 hrs Monday 09th June 2025

Minutes (as adopted 14/07/25) of above meeting of Magor with Undy Town Council At Magor and Undy Community Hub and remotely via Zoom Meetings

Magor with Undy Town Council	In attendance / Apologies-Absent
Mayor, Cllr Frances Taylor	In Person
Deputy Mayor, Cllr Paul Cawley (Chair)	In Person
Cllr Penny Kirkham	Apology received.
Cllr Victoria Hammett-Johnson	In Person
Cllr Carole Hopkins	Apology received.
Cllr Dr Mario Bisi	Apology received.
Cllr M James	Apology received.
Cllr D James	Apology received.
Cllr Neeta Baicher	Online
Cllr Catherine Baker	Online
Officers	
William Lewis – Clerk/RFO	In Person
Rachel Jones – Business Support and Projects Officer	In Person
County Councillors	
John Crook	In Person
Angela Sandles	In Person
Public attendance	
In Person	12
Remotely via ZOOM	9 (intermittent)

PUBLIC OPEN FORUM

In accordance with the Councils Standing Orders 3.3 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.

- Question from Member of Public in the room, regarding recording of the Public Open Forum. Chair permitted Clerk to respond.
- Statement received on behalf of Magor Church in Wales(CiW) Governing Body in relation to Agenda Item 9.1(Appendix A)
- Further representations from Member of Public x 2 in the room in relation to Agenda Item 9.1.

The resident advised that she has requested over a 9 month period for the Town Council to clarify the covenant for the hardstanding at Magor CiW Primary School. The resident feels that access to the hardstanding is being denied by Magor CiW School. The resident felt any security concerns could be mitigated.

The Town Council, formerly Community Council, were joint signatories to the Sycamore Field Deed of Covenant 2016 and as such the resident feels have a responsibility to ensure the terms are not breached.

The resident made reference to members of the Town Council also being School Governors.

- Representation from Member of Public in the room in relation to Agenda Item 10.1 and GDPR regarding website document. Chair permitted Clerk to respond.
- Representation from 2 Member of Public in the room in relation to Agenda Item 10.1 expanding upon the Grant application.

24 Chairs Announcements

24.1 To receive apologies for absence from Councillors.

The Clerk announced that apologies had been received from:

Cllr Carole Hopkins, Cllr P Kirkham, Cllr D James, Cllr M James, Cllr Dr M Bisi, and Cllr N Baicher. Some of these apologies were received very late.

Meeting recording started 7.22pm

24.2 To receive any update and feedback in respect of meetings, functions, events or matters arising.

The Chair referred to Litter Pick event of 07/06/25 the creditable turnout of Volunteers and organisations with emphasis on the weekly work of the Councils village wardens.

Referenced Armed Forces Day for further discussion at that agenda item.

Armed Forces Day, 28th June 2025, Caldicot Castle. This event will be attended on behalf of the council by Deputy Mayor Paul Cawley.

The meeting was interrupted by an unknown person who it appeared had hacked into the online access of an attendee. This unknown person began repeating racist and anti-semitic phrases. Attempts by the Clerk to mute the online attendee were unsuccessful and the Clerk was forced to remove the online participant from the meeting completely. Council recognise that the attendee was hacked and that they bear no responsibility for the incident.

The Chair continued:

Area above Undy Primary School – *The Chair explained that following a request from some residents involved in the Additional Dog Exercise Working Group that the area had been made slightly easier to access and is now available should people wish to use.*

*Announced **Notice boards** consultation will take place on Friday 13th between 10am – 12 noon at Magor Baptist Church.*

Clarification about the start date of the upgrade of Undy Playpark which commences next week consequent to processes and contractor requirements could not proceed earlier. Further discussion will be held at the Agenda item.

The Chair announced the very sad news of the death of Dave Cochrane a key member of the Magor Events Group/Churchmen who has for many years been involved in supporting various community events.

On behalf of the Council our sadness and condolences are extended to his friends and family.

25 Declarations of Interest

- 25.1** To receive any declarations of interest in items on the agenda.
Cllr V Hammett Johnson declared a personal interest in respect of Agenda item 9 Sycamore Playing Field-Deed of Covenant.

26 Correspondence

- 26.1** To note that correspondence relative to agenda items has been received by Council Members.
This was noted by members

27 Minutes of Previous meetings

- 27.1** To adopt the draft minutes of the Ordinary Meeting of 19:00 hrs on 14th April 2025 deferred for further consideration at meeting of 19.05.25.
Cllr Hammett – Johnson referred to minute 199.1 that it be recorded she declared an interest in Agenda 10.1(Planning Consultation) also.

Resolution.

Draft minutes as presented are adopted with the inclusion of amendment of minute 199.1 as proposed by Cllr Hammett-Johnson

- 27.2** To adopt the draft minutes of the Annual Meeting 12.05.25

Cllr Baker questioned voting sequence recorded and acceded to the responses provided by the Chair and other Councillors present.

Resolution.

Draft minutes agreed and adopted.

- 27.3** To adopt the draft minutes of the Ordinary Meeting 19.05.25

Resolution.

Draft minutes agreed and adopted.

28 Finances

- 28.1** To receive Microsoft Excel Reconciliation report of bank accounting for month ending 31st May 2025 **(Appendix A)**.

No representations were made or received.

- 28.2** To receive RBS Financial Software reconciliation reports for month ending 31st May 2025 **(Correspondence shared)**. Reports to be signed by RFO and Cllr M James as soon as reasonably practicable.

Cllr Baker had a technical question about images being cast by meeting equipment and expressed that she was experiencing some discomfort due to meeting images moving on her screen.

Advice was provided by Clerk to adjust her screen settings.

The Chair asked members for comment regarding reconciliation reports.

No representations were made or received.

29 Youth Provision at the HUB

29.1 To receive report from Mon CC Youth Services in respect of year 2024-2025. (Correspondence shared with members).

Positive responses were received from members on how the Youth Club was progressing and the uptake in attendees following its inclusion of year 6 pupils.

29.2 To receive Mon CC Youth Services SLA 2025-26, review renewal, consider and agree action necessary. **(Correspondence shared with members).**

Chair referred to the receipt of the SLA shared with members as part of the Agenda and highlighted that it appears that Monmouthshire CC are the sole provider for these type of youth services and that there aren't alternatives that the Council could go out to tender for, in terms of a like for like service.

Cllr Hammett-Johnson highlighted the possible need for local volunteers to assist with this service especially if the attendance continued to grow

Chair advised the meeting that additional funding had been factored into the Council Budget to support volunteers to do their relevant qualifications.

The Clerk informed the meeting that the proposed SLA with Mon CC for year 2025/2026 was costed at £15,919.67 with additional costs associated with the hire of the hall at The HUB.

Resolution:

Magor with Undy Town Council shall continue with the SLA with Monmouthshire CC Youth Services for the year 2025-2026 together with the hire of the hall at The HUB, the costs for which shall be met from budget provisions for Youth services.

Power to Spend: Local Government (Miscellaneous Provisions) Act 1976 s19

30 Wales National Armed Forces Day

30.1 To consider and agree MUTC becoming a signatory to the Armed Forces Covenant.

Chair announced that the Town Council had been invited to consider becoming a signatory to the Armed Forces Covenant ensures that we take into account the needs of veterans and service personnel in our business. Members agreed.

Resolution.

Deputy Mayor Cllr P Cawley on behalf of Magor with Undy Town Council was designated as the representative and signatory to the Armed Forces Covenant at the Wales National Armed Forces Day event at Caldicot Castle on 28th June 2025

30.2 To consider and agree to the provision of a shuttle bus arranged by Monmouthshire CC to facilitate attendance by local residents to the event at a cost of £250.00

The Chair announced that in response to a request made by County Councillor Sandles enquiries had been conducted with Monmouthshire County Councils transport section and that a shuttlebus service can be provided to transport attendees between Magor Undy and Caldicot Castle. This would facilitate local people to attend and in some way provide traffic easement. The cost of provision of the Shuttlebus Service is £250.00

Resolution.

**Magor with Undy Town Council shall arrange with Monmouthshire County Council transport the provision of a shuttlebus at a cost of £250.00 to carry local people to and from the event.
Power to Spend: Local Government and Rating Act 1997 s27**

31 Undy Play Park

- 31.1** To agree to support the costs of additional works for replacement of safety groundworks around existing play equipment (trampoline and slide) at a net cost of £5,121.43. **(Correspondence shared).**

The Clerk informed the meeting that since the initial assessment it is evident that groundwork below the slide and around the trampoline are quite degraded and should be upgraded. The cost of replacing the safety ground works around the foot of the slide, and the trampoline is not a great deal of money compared to what we've committed to spend, and the longevity is there is guaranteed. There is an additional £36,000 pounds in the play park budget.

Cllr Hammett-Johnson, a member of the Playpark working group commended the work undertaken by the Projects Officer Rachel Jones in organising the presentation of tenders, information and graphics at several stakeholder consultations, local schools, Ready Steady Go Charity who were all pleased to be included.

Cllr Hammett-Johnson proposal that Council should upgrade the groundworks for the slide and trampoline to provide longevity and enhance the previously agreed upgrades was seconded by members.

Resolution.

**The groundworks around the slide and trampoline shall be renewed by the contractors as detailed in the quotation at a net cost of £5121.43 from the Councils Playparks budgetline.
Power to spend: Local Gov (Misc. Provisions) Act 1976 s.19**

- 31.2** To agree to support the cost of a Mon CC compliant litter bin at £449.00

Members agreed to purchase of requisite Litter Bin

Resolution.

Council shall purchase Monmouthshire CC complaint Litter Bin to be located within Undy Playpark.

Power to spend: Litter Act 1983, ss5,6

- 31.3** To agree to support an Opening Launch of the Playpark and make a budgetary provision of up to £500.00

Resolution.

Up to £500.00 shall be allotted for the provision of facilities and refreshments associated with the opening and launch of Undy Playpark

Power to spend: Local Government Act 1972 s 145

32 Sycamore Playing Field-Deed of Covenant

- 32.1** To receive and note the update of the Clerk to the Council.

Clerk referred to a representation during the Public Open Forum and confirmed that there were no background papers to share but that Monmouthshire County Council has communicated with MUTC that Magor CiW School has expressed safeguarding and security concerns should the hardstanding area be accessed outside of school hours in accordance with the deed of covenant and that The Chief Officer for Education is supportive of this view. Officers of Mon CC have been instructed to explore the possibility of varying the deed.

Chair acknowledged the information and an awareness of the considerations of safety and security and the expectation of further correspondence for parties to meet in consideration of a variation of the Deed of Covenant.

19:56hrs At 7.56pm Cllr C Baker apologised and expressed to the meeting that she had become unwell and left the meeting.

Meeting was suspended as being inquorate and recording stopped.

19:58hrs Cllr N Baicher (online) was admitted to the meeting.

Meeting resumed and recording re-commenced.

33 Grant Application

33.1 To receive a Grant Application and associated documentation from Magor Rugby Football Club for the provision of equipment and the establishment of a Junior Rugby section. (Correspondence shared).

Members agreed that this was a good application and welcomed the vision and proposals contained in the presentation from Magor RFC members during the Public Open Forum.

Resolution.

Grant application for the sum of £6,060.61 was approved for the purchase and acquisition of equipment and marketing as detailed within the application.

Power to spend: Local Gov (Misc. Provisions) Act 1976 s.19

34 Consideration of Planning Consultations

<https://planningonline.monmouthshire.gov.uk/online-applications/?lang=EN>

34.1 DM/2025/00590 – Clear Mount, Vinegar Hill, Undy NP26 3EJ

Free standing single-storey shed with attached car port at frontage of house.

Resolution.

Clerk to check with Mon CC Planning regarding the holding objection of Dwr Cymru Welsh Water.

34.2 DM/2025/00661 – Heol Gwyndaf, Undy NP26 3FZ

Garage Conversion.

Resolution.

MUTC make no representation in respect of this consultation.

20:06hrs It was noted that Cllr Baicher was no longer online with the meeting thus rendering the meeting inquorate.

Chair announced that no further business could be transacted, thanked attendees and advised that the remainder of the agenda items would be discussed as soon as practicable. The meeting closed at 20.06.

- 34.3** **DM/2024/01275 – Red Moor, Cowleaze, Magor NP26 3LE**
Single storey rear extension. Raising of existing roof including addition of pitched roof dormers and associated works.

Not discussed due to meeting becoming inquorate and deferred.

35 **Noticeboards Project**

- 35.1** To receive update and note a public consultation has been scheduled between 10:00 and 12:00 midday at Magor Baptist Church.

As announced by Chair under minute 24.2

Not discussed due to meeting becoming inquorate and deferred

36 **Town Clerk Report May 2025 (For Information)**

- 36.1** To receive and note the report of work undertaken by Town Council Staff and Members of the Town Council for the period 15th May 2025 to 4th June 2025. **(Correspondence shared with members).**

Not discussed due to meeting becoming inquorate and deferred.

37 **Next Ordinary Meeting**

- 37.1** To note that the next Ordinary Meeting of the Town Council is scheduled for 1900 hrs on Monday 14th July 2025. **(Venue to be arranged)**

Not discussed due to meeting becoming inquorate and deferred.

