

**MAGOR WITH UNDY COMMUNITY COUNCIL**  
**CYNGOR CYMUNED MAGWYR A GWYNDY**

**Minutes of Ordinary meeting of Magor with Undy Community Council held at 12 noon on Thursday 12<sup>th</sup> April 2018 in Ebenezer Baptist Church School Room**

<b>Present:</b> Cllr D James (Chair)	Cllr S Bailey (Vice Chair)
Cllr A Boyland	Cllr M Boyland
Cllr J Crook	Cllr R Montgomery
Cllr K Plow	Cllr S Raggett (12.05pm)

**Min** [In Attendance: A Sandiford, Member of Public]  
**2017/18**

**140 15 Minute Public Open Forum**

**Prior to the start of Community Council business, 15 minutes is set aside for members of the public to address the Community Council.**

The chair welcomed Peter Wilson, Royal British Legion to the meeting who requested assurance that reparation works to the war memorial would not be put on hold in the absence of the clerk.

**141 Apologies**

Apologies were received and accepted from Cllrs N Baicher, J Barrell, G Cook, S Franklin, E-J Taylor

**It was resolved to accept late correspondence from Mon CC and One Voice Wales on to the agenda – see Mins 146.6 and 146.7 below**

**142 Declarations of interest in items on the agenda – Forms to be completed**

Mrs A Sandiford declared an interest in Min 147.1

**143 Chair's Announcements**

The Chair made the following announcements:

- Flowers and a card had been sent to the clerk
  - Appreciation to AS for covering the office and sincere thanks were expressed to Cllrs S Bailey, A Boyland and M Boyland for their efforts for an extremely busy month
  - Chair undertaken 77 voluntary hours in the past month
  - Attended Mon CC pop-up hub in March
  - Urgent health & safety works had been carried out at the entrance to Sycamore play park by a local landscaper
  - Cllrs D James and M Boyland to meet informally on 16.4.18 with a proposed consultant regarding the business case for s.106 capital funding for the Sycamore Sports Fields, Tennis Courts and Multi Use Games Area (MUGA)
  - Quotes for summer bedding on the roundabout have been requested.
  - OVW training vacancies for 23.4.18 – interested members to contact MUCC office
- Completed Wales Audit Office survey looking at how well local authorities work with and support Town and Community Councils

**143 Minutes****To adopt the minutes of Ordinary Meeting held 13.3.18 [attached]**

*In the absence of the clerk the minutes had been formulated by AS from notes of the meeting.*

The minutes were adopted and duly signed by the chair

**144 Correspondence****To receive and consider miscellaneous correspondence set out in schedule [attached]**

The chair apologised to Cllr K Plow for his monthly report being omitted from the schedule.  
No issues were raised on the schedule.

**145 To consider motions for One Voice Wales Annual General Meeting [attached]**

The chair outlined the process for the OVW Annual General Meeting.

**Resolved:** that Members submit any proposed motions and explanatory notes to the office for consideration at the next meeting.

**146 Finance****146.1 To confirm the Bank Reconciliation of the Council's Bank Accounts [attached]**

**Resolved:** to approve and adopt the Bank Reconciliation.

**146.2 To receive and adopt the monthly accounts for payment.**

Payee	Description	Net	VAT	Gross
PWLB	loan repayment	5,415.68		£5,415.68
Various	staff salaries	3,348.77		£3,348.77
Various	statutory deductions	2,226.57		£2,226.57
Solutions in Technology	telephony	98.00	19.60	£117.60
British Telecom	telephony	28.97	5.79	£34.76
SSE SWALEC	Electricity - floodlighting	78.83	3.94	£82.77
Various	staff salaries	4,348.97		£4,348.97
Various	statutory deductions	1,928.77		£1,928.77
Monmouthshire County Council	Grounds Maintenance & Playground Inspections	3,106.75	621.35	£3,728.10
K Plow	mileage	27.14		£27.14
Konica Minolta	photocopier rental	99.15	19.83	£118.98
Wales Audit Office	external auditor	417.75		£417.75
Viking Direct	stationery	113.39	22.68	£136.07
Gwent Wildlife Trust	Membership	36.00		£36.00
Viking Direct	stationery	32.24	6.45	£38.69
Monmouthshire County Council	rent - skate park	75.00		£75.00
Monmouthshire County Council	Christmas trees	360.00	72.00	£432.00
Monmouthshire County Council	summer playscheme contribution	4,000.00		£4,000.00
Monmouthshire County Council	rent - sycamore sports field & courts	5.00		£5.00
Monmouthshire County Council	Wheelie bin	286.00		£286.00

Viking Direct	stationery	122.41	24.48	£146.89
Vision ICT	web hosting & support	240.00	48.00	£288.00
Merlin Waste	dog bin maintenance	406.80		£406.80
City Illuminations	Christmas lighting	4,525.00	905.00	£5,430.00
Monmouthshire County Council	Annual playground inspections	421.14	84.23	£505.37
Konica Minolta	photocopier print costs	1,010.50	202.10	£1,212.60
Merlin Waste	dog bin maintenance	406.80		£406.80
British Telecom	telephony	15.97	3.19	£19.16
SOLUTIONS IN TECHNOLOGY	telephony	98.78	19.76	£118.54
Information Commissioners Office	data protection reg fee	35.00		£35.00
The Flower Shed	Chairs expenses RE FLOWERS	30.00		£30.00
One Voice Wales	training fee	40.00		£40.00
Various	staff salaries	4,011.07		£4,011.07
Various	statutory deductions	5,694.37		£5,694.37
Caldicot Printing	Newsletter	240.00		£240.00
Storm Marketing	Delivery of Newsletter	67.20	11.20	£67.20
D Bowkett	Sycamore play park entrance	215.00		£215.00
<b>TOTAL INVOICES</b>				<b>£45,671.42</b>

**Resolved:** to approve and adopt the monthly accounts for payment.

**146.3 To approve attendance at OVW/SLCC Joint Conference 16.5.18 at Metropole Hotel, Llandrindod Wells at a cost of £75 per delegate.**

**Resolved:** To approve two MUCC representatives attend the conference if available.

**146.4 To ratify health & safety works at entrance to Sycamore play park at a cost of £215.**

The chair advised that although urgent health & safety works had been carried out at the entrance to Sycamore play park the chippings were now being spread to the surrounding grassed area.

**Resolved:**

- To ratify the above health & safety works to Sycamore play park
- To request the landscaper undertake further works to contain the chippings

**146.5 To note increase in dog bin collection charges to £3.75 per bin from 1.4.18.**

Noted

**146.6 To consider invitation to renew membership of One Voice Wales 2018/19.**

**Resolved:** To renew membership of OVW for 2018/19 at a cost of £771.

**146.7 To approve costs for annual playground inspections 2018/19 - £231.79.**

**Resolved:** To approve.

## **147 Committees**

### **147.1 To receive draft minutes of Admin & Personnel Cttee held 29.3.18 and consider the recommendations [attached]**

**Resolved:** to approve the minutes and recommendations of Admin & Personnel Committee 29.3.18.

*Mrs A Sandiford declared an interest in Min 036.1.*

## **148 Consultations**

### **To receive consultations and invitations to comment, and consider responses**

#### **148.1 Welsh Government – Consultation on Edition 10 of Planning Policy Wales (closing date 18.5.18)** <https://beta.gov.wales/planning-policy-wales-edition-10>

**Resolved:** Members to submit any feedback to MUCC office prior to the closing date in order for a response to be collated and submitted.

#### **148.2 The Cabinet Secretary for Local Government and Public Services – Strengthening Local Government: Delivery for People** <https://beta.gov.wales/strengthening-local-government-delivering-people>

**Resolved:** Members to submit any feedback to MUCC office prior to the closing date in order for a response to be collated and submitted.

#### **148.3 Monmouthshire LDP Revision Consultation on Draft Delivery Agreement (closing date 18.4.18)** <http://www.monmouthshire.gov.uk/app/uploads/2018/03/Draft-Delivery-Agreement-and-Community-Involvement-Strategy.pdf>

**Resolved:** Members to submit any feedback to MUCC office prior to the closing date in order for a response to be collated and submitted.

## **149 Planning - View applications at <http://www.monmouthshire.gov.uk/planning>** **To note MCC new system (Idox Uniform) is now up and running - Noted**

### **149.1 DM/2018/00326 – Variation of condition 2 (network rail scheme) relating to application DC/2014/00423 – 1 Ramp Cottage, The Causeway, Undy**

**Resolved:** To approve

### **149.2 DM/2018/00338 – Non-material amendment to planning consent DC/2014/00423 – Further extension of bedroom at first floor level – 1 Ramp Cottage, The Causeway, Undy**

**Resolved:** To advise Mon CC of no matching case file on its planning portal

### **149.3 DM/2018/00385 – Single storey extension to side/rear – 1 Pembroke Close, Undy**

**Resolved:** To approve subject to tree survey

### **149.4 DM/2018/00446 – Proposed two storey extension to house – 16 Oak Close, Undy**

**Resolved:** To approve subject to neighbours' comments

### **149.5 Planning Appeal E6840/A/18/3198781: Proposed creation of separate dwelling from existing detached residential annexe – Green Meadow Farm, Llandeenny NP26 3DB**

**Resolved:** To note the appeal

**150 Monmouthshire CAB/Monmouthshire Pop Up Hub: 10.4.18, 11am - 2pm  
To receive report from Cllr S Bailey**

Cllr Bailey reported on attendance at the pop up hub 10.4.18 and it was noted that although Mon CC services were being steadily used the Baby Rhyme Time session had been suspended due to lack of support. The community engagement service is currently on trial until September 2018.

Cllr Bailey advised that one of the litter pickers attended the hub and updated on issues in the village. This was considered a worthwhile exercise going forward.

**Resolved:** To request the village warden update MUCC at future pop-up hub sessions.

Cllr Bailey also advised council that Monmouthshire CAB was looking for suitable premises in Magor/Undy to hold an outreach surgery on a regular basis. Cllr Bailey advised that the Warden at Magor Baptist Church was keen to support CAB and would be getting in contact direct in this regard.

**151 To accept proposals from Councillors for items to be included at future meetings**

It was agreed to consider the following issues at future council meetings:

- Council email addresses for Members in view of GDPR coming in to force 25.5.18
- Magor Rail to update council
- Cllr S Franklin to update
- Litter picker update

**152 Meeting Dates**

**152.1 To consider and agree the dates, time and venues of next Council meetings**

A discussion ensued around the time of meetings, following requests from members of the public to hold council meetings during the day. It was noted that no additional members of the public were in attendance at the meeting. A member suggested providing hard copies of minutes of the previous council meeting at the pop-up hub sessions.

**Resolved:**

- To reschedule MUCC Ordinary Meeting arranged for Monday 21.5.18 to Thursday 24.5.18 at 7pm at Magor Baptist Church
- To invite Magor Rail to update council prior to the meeting
- To provide hard copy minutes of the previous council meeting at the pop-up hub sessions.

**152.2 To note Annual Meeting to be held at 7pm on Monday 14<sup>th</sup> May 2018 at Ebenezer Baptist Chapel School Room – Noted**

The meeting closed at 12.45pm

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Chair/Vice Chair