

MAGOR WITH UNDY COMMUNITY COUNCIL

Minutes of Ordinary Meeting of Magor with Undy Community Council held remotely on Monday 12th October 2020 at 7pm

COUNCILLORS: Cllr N Baicher (left 9.40pm), Cllr S Bailey (Chair), Cllr M Bisi,
Cllr G Cook, Cllr J Crook, Cllr D James, Cllr C Hopkins (7.15pm, left
9.40pm), Cllr K Plow, Cllr S Raggett, Cllr F Taylor (left 9.35pm)
Cllr J Wilson,

IN ATTENDANCE: Beverly Cawley – Clerk, Alison Sandiford
Members of the Public (7)

APOLOGIES: A Zagozda

Min
2019/20

266 Open Forum

266.1 Public Open Forum (15 minutes at discretion of Chair)

Members of the public expressed concerns of increased speeding through areas of the villages particularly along the B4245, Dancing Hill and Redwick Road. It was stated that a public Facebook page, which currently had 150+ members, had been set up to gather local support to combat the issue. Suggestions were put forward including the installation of average speed cameras along the B4245 and traffic calming measures along Dancing Hill and Redwick Road.

266.2 Update from Local Neighbourhood Officers (Gwent Police)

There were no Local Neighbourhood Officers present at the meeting

267 Chair's Announcements

267.1 To receive apologies for absence from Councillors – See above

267.2 To receive any update and feedback from the Chair on remote meetings

The Chair had attended the following meetings:

- Co-option of new councillor (HR Sub-Committee)
- Signage meeting with Mon CC
- H&S on pathways with Mon CC, Cllr K Plow and County Councillor F Taylor
- Signage Working Group
- Vision ICT regarding new Visit Magor and Undy website

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

268.1 To receive any declarations of interest in items on the agenda

Cllr G Cook declared an interest in Min 271.4 as a member of MUCH

Cllr S Raggett declared an interest in Min 271.4 as a trustee of MUCH

Cllr J Wilson declared an interest in Min 278 as a Member of Royal British Legion (RBL)

RESOLVED: *To bring agenda items 6.2 and 8.1 forward for consideration together and to suspend Standing Orders to permit members of the public to participate in the discussion*

- 269 i To note correspondence from a resident asking for details of Council's stance on speeding in the community, and its plans to curb speeding, with particular focus on the B4245 and agree any action
- 269 ii To consider various issues relating to speeding, road safety and parking (lead Cllr K Plow)

Cllr K Plow raised ongoing concerns of speeding, road safety and parking issues as outlined in the background paper circulated with the agenda and proposed Council set up a Working Group involving the community as well as Councillors to look at the issues that face our villages and explore what the Highway Authorities and Police can and cannot do in respect of awareness, advertising, signage, legislation and Traffic Orders.

For information, Cllr F Taylor in her capacity as County Councillor outlined the measures taken by Mon CC's Severnside Area Committee relating to speeding and HGV's along the B4245 and stated Traffic Orders reducing all roads off the B4245 to 20mph had been put in place in conjunction with Emergency measures implemented in the Square to encourage social distancing during Covid.

A lengthy discussion ensued on how to take this matter forward productively and it was noted that although volunteers had been recruited via the Magor and Undy Crime Prevention Panel to tackle speeding issues no speed gun training had yet taken place.

A further proposal was seconded to set up a resident led Working Group, facilitated and supported by the Community Council.

Cllr Plow withdrew his original proposal.

RESOLVED: *That Council establishes a Working Group which is resident led, supported and facilitated by Council*

Members of the public thanked Council for its support and were requested to email contact details to the Clerk or Cllr K Plow if interested in joining the Working Group.

Normal proceedings resumed

270 Minutes

270.1 To adopt the minutes of the Ordinary Meeting held remotely on 14/09/20

RESOLVED: *To adopt the minutes of the Ordinary Meeting held remotely on 14/09/20 subject to the addition to Min 261.2 of 'to the October Ordinary Meeting' following 'Item to be deferred'*

The Clerk advised the item 'issues relating to M4 motorway near Magor/Undy' would be added to the November Ordinary Meeting

a) Chair to sign the minutes

Chair to sign the minutes in due course

270.2 To adopt the minutes of the Human Resources Committee Meeting held remotely on 21st September 2020

RESOLVED: *To adopt the minutes of the Human Resources Committee Meeting held remotely on 21st September 2020*

a) Chair to sign the minutes

Chair to sign the minutes in due course

270.3 To adopt the minutes of the Human Resources Committee Meeting held remotely on 28th September 2020

RESOLVED: *To adopt the minutes of the Human Resources Committee Meeting held remotely on 28th September 2020*

a) Chair to sign the minutes

Chair to sign the minutes in due course

270.4 To adopt the minutes of the Human Resources Committee Meeting held remotely on 29th September 2020

RESOLVED: *To adopt the minutes of the Human Resources Committee Meeting held remotely on 29th September 2020*

a) To note and approve the recommendation of the HR sub-committee in respect of the Co-option of Community Councillor to the Elms Ward

The Chair of HR Committee outlined the co-option process carried out as agreed by the HR Committee

RESOLVED: *To co-opt Penelope Kirkham to the position of Councillor to the Elms Ward*

b) Chair to sign the minutes

Chair to sign the minutes in due course

271 Finance

271.1 To confirm the Bank Reconciliation of the Councils Bank Accounts to 30/09/20

RESOLVED: *To confirm the Bank Reconciliation of the Councils Bank Accounts to 30/09/20*

271.2 To approve list of payments

PAYMENTS

Payee	Description	Net	VAT	Gross
Monmouthshire County Council	Sycamore Tce Play Area Lease	60.00		£60.00
Monmouthshire County Council	Undy Play Area Lease	60.00		£60.00
Monmouthshire County Council	Sycamore Tce Allotment lease	45.00		£45.00
British Telecom	telephony	36.99	7.39	£44.38
Chepstow Accountancy	salary admin	27.50		£27.50
Various	Staff Salaries	5,232.40		£5,232.40
Various	statutory deductions	3,435.16		£3,435.16
Microshade Business Consultants	off-site data storage	94.90	18.98	£113.88
B Cawley	expenses: postage	2.06		£2.06
Merlin Waste	dog waste bin maintenance Oct	468.00		£468.00
Zoom GB	monthly fee	14.39		£14.39
Microshade Business Consultants	off-site data storage	94.90	18.98	£113.88
Basics (Magor Printers)	Magor 'Shop Local' Banners	170.00	34.00	£204.00
TOTAL INVOICES				£9,820.65

RECEIPTS

	Description			Gross
Monmouthshire County Council	Planning fee partial refund			£17.50
Various	Allotment Rents			£342.00
S Priest	Poor Land rent			£325.00
TOTAL RECEIPTS				£684.50

RESOLVED: *To approve the list of payments*

271.3 To note correspondence from Undy AFC in respect of the grant for monies towards the purchase and installation of litter bins, and agree any action

At OM 14/09/20 Council resolved to contribute the sum of £1500 towards the purchase and siting of 4 combination litter bins at Undy AFC, subject to the AFC providing copies of quotations (Min 254.1).

On consideration of subsequent correspondence from Undy AFC, advising that due to the current Covid pandemic they were no longer in a position to match fund Council's donation to purchase 4 bins it was agreed to invoke Council's Standing Order 7a and submit written notice to the Clerk of a special motion to rescind Min 254.1 and revisit the correspondence from Undy AFC at OM 09/11/20.

RESOLVED: *To defer this item to OM 09/11/20 pending receipt of written notice to the Clerk of a special motion to rescind Min 254.1 and revisit correspondence from Undy AFC in respect of the grant for monies towards the purchase and installation of litter bins*

271.4 To consider request from the Magor & Undy Community Hub (MUCH) group requesting support and possible financial assistance, if required

Cllr S Raggett declared an interest and left the meeting during discussion of this item

Council considered correspondence from MUCH outlining its current financial projection and requesting written commitment from Council to again go to the Public Works Loan Board for a loan, if necessary, to make up any of a possible perceived shortfall. This commitment would help with MUCH's Stage 2 application as it will demonstrate a Partnership with Council towards achieving the project and also help with their People-led philosophy. It was noted that the loan request would only be as a last resort as there may also be a possibility of further s106 money from the Bovis build.

A lengthy discussion ensued and a Member criticised Council for returning the previous unused PWLB loan monies. Cllr D James stated the unused monies from initial loan were sent back on the basis of verbal advice from Welsh Government, witnessed by the Clerk, and which had been followed to the nth, and requested her comments be noted in the minutes. Cllr F Taylor also requested her comments that the advice was received from Welsh Government on the basis of the question asked and that Council could not provide her with any independent legal advice when requested also be noted.

The Chair outlined the process required for Council to apply to the PWLB.

RESOLVED: To support Magor and Undy Community Hub in their project to deliver a community hub and that if necessary we would apply in the future to seek authority to borrow with the view to taking out a loan for the shortfall.

Cllr S Raggett re-joined the meeting at this point

272 Correspondence

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

Noted

272.2 To note correspondence from a resident asking for details of Council's stance on speeding in the community, and its plans to curb speeding, with particular focus on the B4245 and agree any action

See Min 269 above

Cllr G Cook, as Chair of Planning Committee took the chair for the following item

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

273.1 To ratify planning decisions during Coronavirus outbreak for month of September 2020 as circulated

A discussion ensued regarding the consideration of planning applications received during the Coronavirus outbreak.

RESOLVED: To reinstate Planning Committee meetings via Zoom for consideration of any planning applications received where a decision at the Ordinary Meeting would exceed the 21 days' consultation period.

RESOLVED: To ratify the following planning decisions for month of September 2020:

- **DM/2020/01230:** 24 Netherwent View, Magor – Approve
- **DM/2020/01262:** 6 Netherwent View, Magor – Approve
- **DM /2020/01331:** Dinch Hill Cottage, Dancing Hill, Undy – Defer to OM 12/10/20
- **DM/2020/01338:** 23 Rockfield Grove, Undy – Approve
- **DM/2020/01307:** Mount Pleasant House, Bencroft Lane, Common-y-coed – Approve

273.2 To consider:

DM/2020/00496 – Creation of three traveller pitches to include static caravan, touring caravan and day room per pitch – Land at Blackwall View, Blackwall Lane, Magor

RESOLVED: To refuse on the following grounds:

- *Unsuitable access to and from the site*
- *Foul water and surface water drainage issues*
- *Site is on a Floodplain where there is a high water table and significant regular flooding*
- *Site is outside the Development Area*
- *Site is on the Magor and Undy SSSI, and an area classed a 'landscape of historical importance' and near to a RAMSAR site*

DM/2020/01338 - Demolition of existing, two storey detached house and

construction of part single, part two storey contemporary dwelling with replacement garage and garden store/seating area. -Dinch Hill Cottage, Dancing Hill, Undy

RESOLVED: To approve

Cllr S Bailey resumed the chair and Standing Orders were suspended to allow the meeting to continue past 9pm

273.3 To note Mon CC weekly new and decided planning lists

<https://www.monmouthshire.gov.uk/planning-3/weekly-planning-lists/>

Noted

274 Highway Issues (*deferred at OM 14/09/20*)

274.1 To consider various issues relating to speeding, road safety and parking (lead Cllr K Plow)

See Min 269 above

275 Village Improvements

275.1 To note report of the 'Signage Working Group' who met on 5th October 2020 to discuss signage requirements for the villages, including notes from a meeting with Mon CC Highways

Council noted the report of the Signage Working Group and approved the recommendations contained therein.

RESOLVED:

- *To propose to Monmouthshire County Council Highways that the current Brown and White signs on the B4245 (Historic Square & Magor Marsh) be removed and be replaced by a larger sign for the same, but to also include the Procurators House 13thC and St Mary's Church 13th-14thC - all to include logos.*
- *To propose to Monmouthshire County Council Highways that a new Brown & White Sign be erected on the B4245 at Rockfield Undy, for St Mary's Church Undy 12th-13th C to include logo.*

275.2 To approve recommendation from Working Group for Village 'Welcome' sign, and if agreed to approve the text and positioning of the signs – subject to the relevant licence being obtained

RESOLVED: *To approve the siting of two 'Welcome Signs' (subject to Mon CC Highway approval and licence):*

- 1) at the entrance to Magor (near the entrance to Woodland House by small roundabout) to read "Welcome to Magor & Undy" and*
- 2) at the entrance to Undy (where the new 30mph sign has just been relocated to incorporate the side road to the new development) to read "Welcome to Undy and Magor"*

RESOLVED: *To approve the sign design which incorporates a lower panel, on which the following text could be added (subject to Mon CC Highway approval and licence):*

- 1) On the front 'Please drive carefully'*
- 2) On the reverse 'Thank you for driving carefully'*

275.3 To approve the recommendation from the Working Group for the positioning of the

finger-posts - subject to the relevant licence being obtained

A Member referred to a previous decision to consult with members of the community and local businesses who had originally brought this issue to Council. It was clarified that this would take place once Council had more definite plans in place and mock-ups of the proposed fingerposts in particular, had been drawn up.

RESOLVED:

- *To agree to finger posts being sited in four locations (subject to the relevant highway's authority and licence being approved): Sycamore Terrace Car Park (Brassknocker Street end), Withy Walk Car park (green opposite near alleyway), Wheatsheaf Inn (on paved area by planters) and Three Field Site Car Park (corner nearest footpath to bridge – subject to Mon CC Estates and MUCH approval)*

275.4 To note proposals from Monmouthshire County Council to create five new parking spaces on Redwick Road.

Noted

275.5 To note proposals from Monmouthshire County Council to re-paint car parking space lines in Withy Walk Car Park on 16th October 2020.

Noted

275.6 To note that the conversation with Monmouthshire County Council in respect of re-configuring the Sycamore Terrace Car Park has re-opened.

Noted

275.7 To note proposals from Monmouthshire County Council to re-locate the dog waste bin at Sycamore Terrace Car Park, in order to install an electrical charging point.

Noted

275.8 To discuss current social distancing measures in Magor Square (refer to agenda item 14.3)

Council considered the current social distancing measures in Magor Square were working well and it was noted that the Square appeared to be busy.

Cllr F Taylor in her capacity as County Councillor advised Council that she had asked Mon CC to produce a survey for residents and businesses to complete and as well as paper copies being available in the Square she requested if the Community Council could share this on its social media platforms.

276 Sycamore Sports Field & MUGA

276.1 To consider quotation for supply of 5 (45L) Tilia Cordata trees for planting along North of MUGA Courts. (deferred OM 14/09/20)

Cllr G Cook updated Council following its request at OM 14/09/20 for him to make further enquiries with other suppliers.

RESOLVED: *To accept quotation from Chew Valley Trees for the supply and planting of 5 Tilia Cordata trees at a cost of £1,059 + VAT (OSA 1906 ss 9 & 10)*

276.2 To note recommendation from Clerk to the Council that members need to consider appointing a group of Councillors to manage the Sycamore Sports Field & MUGA

Project

Council considered the above recommendation from the Clerk. A discussion ensued about Working Groups being set up to regularly monitor Council's assets and whose responsibility it was to undertake this role.

RESOLVED: *To defer the consideration of Working Groups being set up to regularly monitor Council's assets/areas of responsibility to the Annual Meeting 19/10/20*

Cllr F Taylor left the meeting at this point

277 Five Year Development Plan & Budgets

277.1 To note that the production of a Five Year Development Plan is overdue, and agree any actions

RESOLVED: *To defer the setting up of a Working Group to consider a Five Year Development Plan to the Annual Meeting 19/10/20*

Cllr N Baicher left the meeting at this point

277.2 To agree a date for a budget workshop to consider Council's budget for 2021-2022 financial year

- Monday 16th and Monday 23rd November 2020

Cllr C Hopkins left the meeting at this point.

278 Remembrance Sunday Services

278.1 To note that the Lord Lieutenant of Gwent has offered to attend the Remembrance Sunday Service

Noted

278.2 To approve order and donation for a Poppy Wreath for Remembrance Sunday

Cllr J Wilson declared an interest in this item and took no part in the discussion

It was proposed and seconded to donate £70.

It was further proposed and seconded to donate £100

A vote ensued.

RESOLVED: *To donate £100 to the Royal British Legion for a poppy wreath for Remembrance Sunday*

278.3 To note any guidance/restrictions on the holding of Remembrance Day services from Welsh Government and/or Royal British Legion and agree any actions

For information, Cllr J Wilson outlined the latest guidance from RBL including the encouragement for residents to obey the 2 minutes' silence outside their homes. The Clerk advised of the possibility of the service being live-streamed by Magor Ministry.

RESOLVED: *That the Clerk and Chair meet with Julie & Peter Wilson (RBL) and Rev Jeremy Harris to finalise arrangements for the Remembrance Day Services in the Square*

279 Christmas 2020

279.1 To consider requirements in respect of Christmas Trees and Christmas Lighting and agree any actions required

The Clerk requested Council's requirements for Christmas trees and Christmas lighting for this year. A discussion ensued regarding the expense of trees and lighting and the positioning of the Christmas tree in the Square, in view of social distancing guidelines currently in place. It was generally considered a good idea to go ahead with Christmas trees and lighting this year despite the coronavirus pandemic.

RESOLVED:

- *To contact Mon CC regarding the positioning of the Christmas tree in the Square*
- *To contact the landlord of the Golden Lion about the possibility of reinstating a Christmas tree outside the premises*
- *To make enquiries regarding the use of eco lights*
- *Obtain quotations for Christmas lights as per 2019*

279.2 To consider whether to run the Christmas Window Competition and agree any actions required

RESOLVED: *To run the Christmas Window Competition this year in compliance with Welsh Government guidance and for the Chair and Cllr S Raggett to judge the competition*

280 Reports

280.1 To receive the Clerk's Report and update in respect of on-going issues and agree any actions

There were no comments on the Clerk's Report.

RESOLVED: *to receive the Clerk's Report and update in respect of on-going issues*

280.2 Cllr Bailey: To receive a report of a 'Zoom' meeting with Magor Brewery and note the Brewery's wish to work with the Community

Cllr Bailey outlined her report stating she had written to the Brewery to obtain some parameters within which to work so that she could report back to Council and that Members should submit any suggestions to the Clerk.

RESOLVED: *To receive Cllr Bailey's report as circulated*

280.3 Cllr Plow: To receive a report of a meeting with Monmouthshire County Council Highways Department in Magor Square

RESOLVED: *To receive Cllr Plow's report as circulated*

280.4 Cllr Plow: To receive a report on recent One Voice Wales Meetings

RESOLVED: *To receive Cllr Plow's report as circulated*

281 Future Meeting Content

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

RESOLVED: *To arrange a meeting of the Human Resources Committee to complete outstanding business*

282 Meeting Dates

282.1 To note that in line with The Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020 part 3.7 ("in 2020, the annual meeting is to be held on such day in 2020 as the proper officer of the council may determine") the Clerk To the Council is calling the Annual Meeting for Monday 19th October 2020 at 7pm

Noted

282.2 To note the date of the next Ordinary Council meeting – Monday 9th November 2020 at 7pm

Noted – Cllr J Crook offered prior apologies

The Meeting closed at 10.05pm

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Chair/Vice Chair