

Bank Reconciliation Statement as at 30/09/2021
for Cashbook 1 - Current Bank A/c

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current A/c	30/09/2021		23,231.15
			<u>23,231.15</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			23,231.15
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			23,231.15
		Balance per Cash Book is :-	23,231.15
		Difference is :-	0.00

Time: 14:39

Bank Reconciliation up to 30/09/2021 for Cashbook No 1 - Current Bank A/c

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
03/09/2021	FP000150		2.50	2.50		R <input type="checkbox"/>	Receipt(s) Banked
03/09/2021	FP000151		12.00	12.00		R <input type="checkbox"/>	Receipt(s) Banked
03/09/2021	FP000152		12.00	12.00		R <input type="checkbox"/>	Receipt(s) Banked
03/09/2021	FP000153		12.00	12.00		R <input type="checkbox"/>	Receipt(s) Banked
03/09/2021	FP000154		12.00	12.00		R <input type="checkbox"/>	Receipt(s) Banked
06/09/2021	TFR000162	90,000.00		90,000.00		R <input type="checkbox"/>	General/Reserve
06/09/2021	DRCD000206	14.39		14.39		R <input type="checkbox"/>	Zoom Video Communications
06/09/2021	FP000158		12.00	12.00		R <input type="checkbox"/>	Receipt(s) Banked
06/09/2021	FP000159		24.00	24.00		R <input type="checkbox"/>	Receipt(s) Banked
06/09/2021	FP000160		12.00	12.00		R <input type="checkbox"/>	Receipt(s) Banked
06/09/2021	FP000161		12.00	12.00		R <input type="checkbox"/>	Receipt(s) Banked
06/09/2021	FP000155		12.00	12.00		R <input type="checkbox"/>	Receipt(s) Banked
06/09/2021	FP000156		12.00	12.00		R <input type="checkbox"/>	Receipt(s) Banked
06/09/2021	FP000175		22.00	22.00		R <input type="checkbox"/>	Receipt(s) Banked
07/09/2021	COMM000171	13.70		13.70		R <input type="checkbox"/>	Barclays Bank
07/09/2021	FP000167		12.00	12.00		R <input type="checkbox"/>	Receipt(s) Banked
07/09/2021	FP000168		12.00	12.00		R <input type="checkbox"/>	Receipt(s) Banked
07/09/2021	FP000169		24.00	24.00		R <input type="checkbox"/>	Receipt(s) Banked
07/09/2021	COMM000166		1.93	1.93		R <input type="checkbox"/>	Receipt(s) Banked
08/09/2021	FP000170		24.00	24.00		R <input type="checkbox"/>	Receipt(s) Banked
08/09/2021	FP000172		12.00	12.00		R <input type="checkbox"/>	Receipt(s) Banked
08/09/2021	FP000173		12.00	12.00		R <input type="checkbox"/>	Receipt(s) Banked
10/09/2021	DD000197	49.65		49.65		R <input type="checkbox"/>	British Telecom
10/09/2021	FP000174		12.00	12.00		R <input type="checkbox"/>	Receipt(s) Banked
13/09/2021	FP000177		15.00	15.00		R <input type="checkbox"/>	Receipt(s) Banked
13/09/2021	FP000178		25.50	25.50		R <input type="checkbox"/>	Receipt(s) Banked
13/09/2021	FP000179		1,152.50	1,152.50		R <input type="checkbox"/>	Receipt(s) Banked
13/09/2021	FP000178		-25.50	-25.50		R <input type="checkbox"/>	Receipt(s) Banked
13/09/2021	FP000178		27.50	27.50		R <input type="checkbox"/>	Receipt(s) Banked
14/09/2021	FP000180		2.50	2.50		R <input type="checkbox"/>	Receipt(s) Banked
14/09/2021	FP000181		17.00	17.00		R <input type="checkbox"/>	Receipt(s) Banked
20/09/2021	FP000182		12.00	12.00		R <input type="checkbox"/>	Receipt(s) Banked
21/09/2021	FP000183		45.00	45.00		R <input type="checkbox"/>	Receipt(s) Banked
22/09/2021	BGC000175		48.00	48.00		R <input type="checkbox"/>	Receipt(s) Banked
23/09/2021	DD000198	130.78		130.78		R <input type="checkbox"/>	Solutions in Technology
28/09/2021	DRCD000201	64.80		64.80		R <input type="checkbox"/>	Leisure Controls International
29/09/2021	TFR000176		25,000.00	25,000.00		R <input type="checkbox"/>	Receipt(s) Banked
29/09/2021	FP000184		17.00	17.00		R <input type="checkbox"/>	Receipt(s) Banked
30/09/2021	BACS000205	1,035.58		1,035.58		R <input type="checkbox"/>	Torfaen CBC
30/09/2021	BACS000204	1,410.46		1,410.46		R <input type="checkbox"/>	HMRC
30/09/2021	BACS000203	3,977.98		3,977.98		R <input type="checkbox"/>	Salaries
30/09/2021	BACS000164	750.00		750.00		R <input type="checkbox"/>	Merlin Waste
30/09/2021	BACS000165	65.34		65.34		R <input type="checkbox"/>	Microshade Bus Consultants Ltd
30/09/2021	BACS000200	600.00		600.00		R <input type="checkbox"/>	MB Edmonds (Tree Services)
30/09/2021	BACS000202	22.00		22.00		R <input type="checkbox"/>	Chepstow Accountancy

Time: 14:39

Bank Reconciliation up to 30/09/2021 for Cashbook No 1 - Current Bank A/c

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
30/09/2021	BACS000185	37.50		37.50		R <input type="checkbox"/>	Cllr N Baicher
30/09/2021	BACS000186	37.50		37.50		R <input type="checkbox"/>	Cllr S Bailey
30/09/2021	BACS000187	37.50		37.50		R <input type="checkbox"/>	Cllr M Bisi
30/09/2021	BACS000188	287.50		287.50		R <input type="checkbox"/>	Cllr G Cook
30/09/2021	BACS000189	37.50		37.50		R <input type="checkbox"/>	Cllr C Hopkins
30/09/2021	BACS000190	37.50		37.50		R <input type="checkbox"/>	Cllr D James
30/09/2021	BACS000191	37.50		37.50		R <input type="checkbox"/>	Cllr P Kirkham
30/09/2021	BACS000192	37.50		37.50		R <input type="checkbox"/>	Cllr K Plow
30/09/2021	BACS000193	162.50		162.50		R <input type="checkbox"/>	Cllr S Raggett
30/09/2021	BACS000194	37.50		37.50		R <input type="checkbox"/>	Cllr F Taylor
30/09/2021	BACS000195	37.50		37.50		R <input type="checkbox"/>	Cllr J Wilson
30/09/2021	BACS000196	37.50		37.50		R <input type="checkbox"/>	Cllr A Zagozda
30/09/2021	FP000207		187.50	187.50		R <input type="checkbox"/>	Receipt(s) Banked
		<u>98,959.68</u>	<u>26,790.43</u>				

Bank Reconciliation Statement as at 30/09/2021
for Cashbook 2 - General/Reserve

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
General Reserve Fund	30/09/2021		257,246.96
			<u>257,246.96</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			257,246.96
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			257,246.96
		Balance per Cash Book is :-	257,246.96
		Difference is :-	0.00

Bank Reconciliation up to 30/09/2021 for Cashbook No 2 - General/Reserve

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
06/09/2021	TFR000162		90,000.00	90,000.00		R <input type="checkbox"/>	Receipt(s) Banked
29/09/2021	TFR000176	25,000.00		25,000.00		R <input type="checkbox"/>	Current Bank A/c
		<u>25,000.00</u>	<u>90,000.00</u>				

Admin Magor Undy

From: Barclays <email.correspondence@assure1.barclays.co.uk>
Sent: 10 September 2021 01:24
To: admin@magorundy.org.uk
Subject: Your monthly business fee is increasing. Account ending: 4844

Please add email.correspondence@assure4.barclays.co.uk to your address book to ensure delivery direct to your inbox.

Replies to this email are not monitored.

[Contact us](#)



Account Ending: 4844

Changes to your monthly fees

We recently sent you a letter to let you know that from 11 September, we'll be increasing the monthly fee on our e-Payments and Mixed Payments plans by £2. We'll take the increased fee from your account for the first time on 4 October.

Why is this changing now

Our price plans are increasing to make sure we can keep investing in the support you receive in the future, for example by enhancing our digital services to help you manage your finances and offering you better protection from fraud and scams.

What's not changing

We'll still review your accounts every year and let you know if an alternative price plan will save you money. If you want to change your price plan before your next annual review, just get in touch.

We'll continue to give you a Loyalty Reward for every month that you bank with us - the more money you put through your account, the more of your bank charges we'll give you back.

What happens next

You don't have to do anything - your account will remain the same and the monthly fee changes above will happen automatically.

If you're unhappy with these changes, you can change your price plan or close your account free of charge before the changes take place on 11 September - although we'd be sorry to see you go.

For more information on how our price plans compare, including frequently asked questions, search 'Barclays Business Banking rates and charges' online.

Your Barclays Business team

[Online Banking Guarantee](#) | [Privacy Policy](#) | [Contact Us](#)

*Call Monitoring and charges information

Call charges may apply. Please check with your service provider. To maintain a quality service we may monitor or record phone calls.

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4844: these are the last four digits of your account number. We include these digits for security and to help you identify genuine emails from Barclays.

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MERLIN ENVIRONMENTAL SERVICES LIMITED

Merlin Environmental Services Ltd
84 Harrison Way
Lydney
Glos
GL15 5BH
Mobile No: 07804826275
Email: info@merlines.co.uk

The Clerk,
Magor Undy Community Council,
Community Council Office,
Magor Police station,
Main Road,
Undy,
NP26 3EH

Dear Clerk,

MERLIN ENVIRONMENTAL SERVICES LTD – Dog Waste Collection Service

I would like to take this opportunity to let you know that, with effect from Monday 4th October 2021, Merlin Waste will be incorporated as **Merlin Environmental Services Limited**. Please forward bank internet payments to the following account:

Merlin Environmental Services Ltd
Lloyds Bank
Account Number: 62775860
Sort code: 30 - 66 - 77

Your dog waste collection service will not be affected by this change. I would like to express my thanks for your continued support over the years, especially during these trying times, and look forward to continuing to provide a reliable and consistent service to all the residents in your area.

If you have any queries, please contact me directly by email or via the number below.

Yours sincerely,

Dave Ivall

Tel: 07804 826 275

Registered Office Address – 84 Harrison Way, Lydney GL15 5BH. Company No.13571805

We had a productive meeting with Dave Ivall of Merlin Waste a couple of weeks ago. While it was clear that Dave Ivall has a difficult job to do emptying some bins that are misused by the public or are damaged to the point of being hazardous, it is also clear that a proper contract is needed to formalise the arrangements and ensure that everyone is clear about costs and responsibilities. The main outcome of the meeting was a proposal for the following:

- Develop straightforward and clear contract documentation for emptying dog bins in Monmouthshire (MCC to develop) with a timescale of 5 years with the option to extend it for another 2. Town and Community Councils be involved and consulted in its development (though we are aware that this needs to be done quite quickly)
 - Advertise the contract on Sell to Wales website
 - MCC to manage the contract in terms of making equal monthly payments to the successful company and invoicing town and community councils monthly for the basic collection. We would not be looking to add an administrative fee.
 - Additional waste left by dog bins to be paid for directly by T&CCs by negotiation with Merlin Waste (but also subject to the contract)
- Could you let me know if this is something that you could agree to as a Council? Obviously it is important that as many Councils as possible participate in the contract as there are economies of scale for a company bidding to provide this service.

Councils were keen to have some security of knowing the costs of the contract ready for the budget setting season this autumn, so if you could let me know by 8th October, I would be very grateful. In the meantime we will work on developing contract documentation.

Email: MonLife Sport and Community Lead
29th September 2021 10:38

Monlife are looking to run some outreach sessions in October half term (Monday 25th October-Friday 29th October), there will be a number of sessions run across the county. I have listed the dates we are interested in delivering at Magor tennis courts and wanted to check if this is ok please;

- Monday 25th, Wednesday 27th and Friday 29th October 1.30pm-3.30pm

The sessions will be 1 hour and 55 mins, there will be sport, art and crafts activities offered.

Look forward to hearing from you.

Clerk's Notes:

The dates have been booked in the MUGA calendar.

I've spoken with MonLife – the Outreach sessions will be Open, with no fee/charge levied to those attending.

In the past, Council have allowed what was Mon Youth Service free use of the courts to run the Outreach Sessions, and in fact financially supported the event by paying for sports coaches.



MAGOR WITH UNDY COMMUNITY COUNCIL

Grant Application Form

Tel: 01633 882 842 E-mail: admin@magorundy.org.uk

Council Office, Magor Police Station, Main Road, Undy, Caldicot, Monmouthshire NP26 3EH

Please refer to the Grant Funding Guidance Policy before submitting your application.

If you need any assistance please contact us.

Please indicate what type of funding you are seeking

Local Community Support Grant

considered half yearly by Council

☒

Local Youth Support Grant

initially considered by Council upon receipt

☐

Local Community Start-Up Grant

initially considered by Council upon receipt

☐

Name of Group / Organisation:

Magor RFC

Main Contact Name:

Steve Griffiths

Contact address:

Post Code

Daytime phone number of contact:

[REDACTED]

Contact e-mail address:

[REDACTED]

Are you a newly formed group? (less than 1 year)

Yes ☐ No ☐

How long has your group been operating?

14 years

Where and when do you meet?

Wednesday / Play Saturday

Do you have a voluntary management committee / steering group?

Yes ☐ No ☐

Does your group have a formal constitution or set of rules?

Yes ☐ No ☐

Does your group have an equal opportunities policy / statement?

Yes ☐ No ☐

Does your group have a Safeguarding policy / statement (Child & Vulnerable Adult protection)?

Yes ☐ No ☐

Does your group have any DBS checked leaders/organisers?

Yes ☐ No ☐

Does your group have any qualified First Aiders?

Yes ☐ No ☐

Does your group use the medium of Welsh?

Yes ☐ No ☐

Does your group have an annual record of accounts?

Yes ☐ No ☐

Please attach a copy of your most recent accounts or latest bank statement to your application

Have you applied for a grant from Magor with Undy Community Council before? *If so, please give details*

Yes ☐ No ☐

No

Please describe your group's main activities/aims/objectives:

Please attach a copy of your organisations constitution or rules if available

We are an Inclusive rugby club open to all age groups and abilities. We currently have players from many ethnic backgrounds and fitness abilities. Some players only attend for fitness and social wellbeing.

We regularly fulfil fixtures against mixed ability rugby teams such as Llanelli Warriors RFC. These games are non-competitive due to the disabilities of the players but held in the right spirit.

Constitution Held by Newport & District Rugby Union in Hard copy. A copy can be obtained if needed.

Please tell us about your Finances:-

What are you main income sources? Where does your main expenditure go? Does your group/organisation levy a membership charge? How do you raise funds? What are your current or planned / future fund raising activities?

How much are you applying for?

£2000.00

When would you require payment? Soon As possible due to availability of local premises with sufficient lighting

What is the grant for, and what is the total cost of the project / item?

Safety Lighting for the purpose of development training and safe practices during the rugby game. The lighting would be half funding by ourselves if we were successful in obtaining the £2000.00 requested. The total cost for the portable lighting is £4000.00

Due to Magor RFC being submitted late into the league structure with the WRU we were unable to obtain any local training facilities suitable to our needs. These lighting structures insure that our players are kept current and able to perform at the highest level. Also, it adds to player recruitment enabling to us to train though the winter months due to lack of natural lighting.

These lights are portable and flexible for any application we or the community require.

Please provide a full breakdown of this project's costs and how they will be funded:

Item	Cost	Funded from
Portable Lighting Structure	£4000.00	Current Funds & (Grant funding?)
Total project cost:	4000	

Please continue on a separate sheet if necessary

Who in Magor and Undy will benefit from it?

Number of people? Will it have a long, or short term benefit?

40 Registered players of Magor RFC.

Magor & Undy Cricket Club. Potentially as they are part of the future field negotiations with Monmouthshire County council for the recreational land at Knollbury.

These lights, being portable will also be available to any other interested organisations within Magor and Undy subject to availability.

Who outside of Magor and Undy will benefit from it?

Number of people? Where do they come from? Will it have a long, or short term benefit?

We have several players registered from the Severnside area currently training and playing for Magor RFC.

Have any other bodies been approached for grant funding in relation to this specific application/project?

Yes ☐ No ☐

If yes please provide details including how much and whether your applications have been successful or are pending a decision etc.

N/A

Please detail any other source of grant funding (for other projects etc) received or applied for in the last 12 months and whether it was successful?

None.

What will you do if you get less funding than you asked for? Will all or part of the project still go ahead? Have you earmarked funds to proceed with part of this project? Please tell us what could be achieved if you only receive part funding.

The project would be reduced if we were unsuccessful with the funding application as we are currently saving finances for the capitol project of the field at Knollbury which is currently under negotiation with Monmouthshire Council.

Please use this section if you would like to add any further comments or information to support your application.

Magor RFC has recently been admitted into the WRU league structure. This is the first time in 40 years that first team rugby will be played by a Magor representative side within the WRU. This is a significant step forward to Magor RFC and an opportunity to Deliver a future sporting facility and club within the village which will endure for future generations.

Currently we are supporting local businesses where possible with all our refreshments and social gatherings.

The Future of Magor RFC lies within the boundaries of the village, this will provide a resource for Monmouthshire County Council to ensure the wellbeing of future generations act objectives.

If successful, your grant will be paid by BACS payment, please provide the sort code and account number for the bank account you would like payment transferred to:

Account Name	Lloyds TSB
---------------------	-------------------

Sort Code	<div style="background-color: black; width: 100px; height: 20px;"></div>
Account Number	<div style="background-color: black; width: 100px; height: 20px;"></div>

Please read the following important terms and conditions carefully before signing this form.

By signing this form, you are confirming that:

- You are an official representative of your group and are authorised to apply for funding on their behalf.
- Your details can be held by Magor with Undy Community Council in accordance with the Data Protection Act to administer the grants process.
- The information provided in this application is a fair and accurate description of your group and the project for which you are seeking funding. Misleading or inaccurate information may result in your application being rejected. Late application or failure to complete any section of the application form may result in your application being delayed or rejected.
- Information about your group and your project may be made available as part of Magor with Undy Community Councils decision making system. Personal contact details and bank details will not be made public.
- You have given due regard to health and safety considerations and have controls in place to eliminate or reduce risk exposure.
- You will provide Magor with Undy Community Council with any information they request to enable them to assess your application. This may include (but is not restricted to) a copy of your constitution, accounts or bank statements, equal opportunities policy, insurance and relevant health & safety policies.
- You will provide Magor with Undy Community Council with any evidence or monitoring information they request to ensure that any grant awarded has been spent in accordance with this application and any other terms and conditions.
- You will provide feedback or an assessment on projects, and photographs may be taken or requested where appropriate, for use by the Council in their Press releases/ publicity/ website/ Facebook pages etc. (When providing photos of children and/or vulnerable adults please provide the necessary written consent/authority for the photographs to be publicised).
- Grant funding may be subject to additional terms and conditions, which will be made available to you if your application is successful.
- You confirm that the information given in this application is a fair and accurate description of your group and your proposed project.

- You are authorised to apply for funding on behalf of the group and agree to abide by the terms and conditions of the grants process.

I agree: *(Please tick the box*

☐

Signature:



Date:

Position in Organisation:

Please send your completed application form, a copy of your latest accounts or bank statement and any supporting information to:

**Magor with Undy Community Council, Council Office, Magor Police Station,
Main Road, Undy, Caldicot, Monmouthshire NP26 3EH**

Or e-mail: admin@magorundy.org.uk

Further information about Magor with Undy Community Council and its grant making policy is available from: www.magorundy.org.uk

LLOYDS BANK



J31B9101E0EMBA0000056264001002 389 000

MAGOR RUGBY FOOTBALL CLUB



Your account statement

Issue date: 31 August 2021

Write to us at: PO Box 1000, Andover

Call us on: 0345 072 5555 (from UK)
+44 1733 347338 (from Overseas)

Visit us online: www.lloydsbank.com

Your branch: NEWPORT STH WALES

Sort code: [REDACTED] Account number: [REDACTED]

BIC: [REDACTED]

IBAN: [REDACTED]

TREASURERS ACCOUNT

MAGOR RUGBY FOOTBALL CLUB

Account summary

Balance On 30 Jun 2021	£5,891.94
Total Paid In	£0.00
Total Paid Out	£190.00
Balance On 06 Aug 2021	£5,701.94

Account activity

Date	Payment Type	Details	Paid In (£)	Paid Out (£)	Balance (£)
30 Jun 21		STATEMENT OPENING BALANCE			5,891.94
06 Aug 21	CHQ	000218		190.00	5,701.94
06 Aug 21		STATEMENT CLOSING BALANCE	0.00	190.00	5,701.94

The "Details" column in your statement shows the date that a Debit Card payment went into or came out of your account only if that happened on a weekend or a Bank Holiday.

Payment types:

CHQ - Cheque

Email: Tue 21/09/2021 12:56 From: Pearson, John
Review of Polling Districts and Polling Places 2021

Polling District and Polling Place Review

As a result of the proposed changes to the community and county boundaries at the next set of local elections in May 2022, there is a need to review the polling districts and polling places arrangements for these new boundaries to ensure that electors are assigned to the most suitable areas for voting purposes. I am writing to provide you with information on the review and request feedback from you and your members on the arrangements under consideration.

A guidance and overview document is attached which goes into more detail regarding what the review covers and some areas of interest where significant changes to boundaries may result in greater consideration of the voting arrangements for that area.

In summary though, the review will look to divide the whole council area in to polling district and each polling district will have a polling place where electors attend to cast their vote. In the majority of cases it will be sufficient for the polling district boundary to be the same as the ward boundary. Other areas with higher electorates may require the ward to be split to ensure voters don't have any unnecessary delays or problems in casting their vote or where a polling place is more convenient for some electors.

A proposed scheme of polling district and polling place arrangements is attached. These follow the proposals of the community and electoral review and assume that they will be approved without amendment by Welsh Government. We are still awaiting a formal date for approval of these reviews from Welsh Government but they have in recent weeks started to approve them for other authorities. Should the proposals not be approved as expected then there may be a need to reconsider the polling arrangement for those areas affected.

The consultation period will commence tomorrow until the 22nd October 2022. Responses will be reviewed and changes to the initial scheme will be made based on feedback received and presented to full council in November. Changes will then be made to the electoral roll and implemented on its publication on the 1st December 2021. Responses are welcome from Councils as a whole or from individual members for the wards they represent. Responses can be emailed directly to me (johnpearson@monmouthshire.gov.uk) or in writing to County Hall, The Rhadyr, Usk, NP15 1GA.

Elections 2022

Just for information, we are currently reviewing our guidance documents and candidate information ahead of next years election. We have prepared a website for candidates which you can share with anyone interested and is available on the following link: mcc-elections-2022.webnode.co.uk. The only caveat is that Welsh Government are currently reviewing and consulting on legislation changes regarding the conduct of next years elections and any information at this stage should be considered in draft format. We will likely have the final rules for the conduct of next years election on the 15th December 2021 and will look to arrange a number of briefing sessions for potential candidates around that time or early 2022.

We will also be holding our usual briefing session for you as clerks as well and developing specific guidance to help you with the process. I would normally do this in November time but again the benefit would be negligible if we do not have final conduct rules at that stage. In the meantime if you need any support from me with planning for next years election please don't hesitate to get in touch.



monmouthshire
sir fynwy

Review of Polling Districts, Polling Places and Polling Stations 2021

Introduction

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Introduction

The Representation of the People Act 1983 places a duty on Monmouthshire County Council to divide its area into polling districts and to designate a polling place for each district. The Council also has a duty to keep these polling arrangements under review. Following the community and electoral reviews, which are due to be formalised by Welsh Government in September 2021 and take effect at the 2022 Local Government elections, there is a need to review the polling arrangements on the new boundaries to ensure they are fit for purpose.

What does the review aim to achieve?

A polling district, polling place and polling station review looks at the arrangements that are in place for electors to cast their vote and how the local authority area is split down to define these different areas.

What is a polling district?

A polling district is a geographical area with a defined boundary that must contain a polling place and polling station for voters within that polling district to cast their vote. Generally, a polling district will cover the same geographical area and use the same boundaries as the community ward boundaries.

What is a Polling Place?

A polling place is the geographical area in which a polling station is located. There is no legal definition of what a polling place is. The geographical area could be defined as tightly as a particular building or as widely as the entire polling district. On the whole, the polling places in Monmouthshire are coterminous with the polling districts. Exceptions to this rule are:

- Clydach
- Gilwern
- Clytha
- Dixton with Osbaston
- Llandenny
- Usk
- Mill
- West End

Where possible polling places should be within the polling district unless it is not possible to find a suitable place within the area. There are a number of instances in Monmouthshire where this occurs. For example, Caerwent is split into five polling districts and four of the five polling districts vote at one polling station as there is no suitable venue within the polling districts to use as a polling station.

Due to the boundary changes, we are seeking views on whether the above existing wards should be retained with a polling district splits or merged to be the same as the ward itself.

Details of why there is a polling district split is below:

Clydach

The Clydach ward covers areas both sides of the A465 heads of the valleys road. The ward was split previously as voters have voted in different polling stations on either side of the road (Clydach School, Wesleyan Chapel). There is currently no alternative place for voters to the east of the heads of the valley road to cast their vote and in recent elections have moved to vote in Clydach AFC along with the rest of Clydach voters. Given that it is likely that all voters will vote in the same place there is no need to retain a polling district split. Should an alternative venue surface in the future then the polling district can be split again at that time.

Clytha

The Clytha ward is currently split with properties surrounding the A40 area of the ward voting in Llanarth and the rest voting in Bettws Newydd. Under the community review, the ward boundary has moved to follow the A40. We seek views on whether a polling district split should be retained given the community ward boundary has moved to a more defined boundary of the A40 and no properties above that road now fall within the Clytha ward. All voters within the Clytha ward would then vote a Bettws Newydd.

Dixton with Osbaston

The current Dixton with Osbaston ward is split with a section of the town area voting in the Leisure Centre and the more rural area of Osbaston voting at Buckholt Hall. A section of the Dixton area will now move to the newly created Town ward. We seek views on whether a split should be retained for the new Osbaston ward or whether all voters should be allocated to a single polling station.

Gilwern

The Gilwern ward is currently split into two polling districts with some voters attending Gilwern Village Hall and others voting at Gilwern Community Education Centre. Given the high electorate within this ward (approx. 2,300) it is considered that the split is still required and should be retained.

Llandenny

The current Llandenny ward is split east to west, with properties in the north of the ward voting at Old School Raglan and the south at Parish Hall, Llandenny. The current Llandenny ward covers areas both sides of the A449 whereas the new boundaries use the A449 as a boundary between Llandenny and a new Kingcoed ward. We seek views on whether the split for Llandenny should remain and also what the most appropriate voting arrangements for the new Kingcoed ward should be.

Mill

Magor with Undy currently consists of five polling districts, Denny, Mill split into two districts, Salisbury and The Elms. Under the new boundaries there will be three wards, Magor West, Magor East and Undy with much of the Salisbury area moving from Magor into Caerwent. Following the principal of polling districts matching ward boundaries, an option could be that all Magor West voters attend Magor Baptist Church, Magor East voters attend Memorial Hall, Undy and that Undy voters attend either Undy Church and Community Hall or Undy RFC. We seek views on this proposal and other potential voting arrangements for the area.

Usk

With Usk covering a small compact area the community council area is not warded however the area is split into two polling districts. The current polling district split runs behind Bridge Street to Usk Square then down to the river dividing the area in two. The split exists due to the high electorate in the area and ensures the polling station is split to allow voters to cast their vote quickly and prevent queues. With the electorate increasing in the area it is recommended that the split remains and we seek views on this option.

West End /

The current West End ward boundary includes a number of properties near Durand Junior School and a polling district split was created to allow those voters to vote in that building as it was easily accessible for them. The new ward boundary follows the B4245 and these electors now fall within the Village ward. Because of this it is proposed that the polling district split for West End is removed and the polling district matches the ward boundary with all voters attending Caldicot Rugby Club. We are also seeking views of the most appropriate voting arrangements for the new Village and Severn wards in Caldicot.

What is a Polling Station

A polling station is the actual area where the process of voting takes place, e.g a room in a community centre or school.

A number of new polling stations were used at the May 2021 elections to assist with adhering to social distancing arrangements and feedback suggests these changes were well received. These new polling stations have been carried through to the new wards and we seek your views on the preference of polling stations for the new wards.

There are a number of new wards have been created as part of the community review and we seek your views on the most suitable polling stations for these wards. In the attached scheme, where the majority of a ward remains the previous polling station has been included. These new wards include:

- Caldicot Cross
- The Village (Caldicot)
- Severn

- Magor West
- Magor East
- Kingcoed
- Town (Monmouth)
- Whitecastle
- Nant-Y-Derry
- Goetre Wharf
- Llanvihangel Tor-Y-Mynydd
- Mount Pleasant

What is not covered by this review

Neither the boundaries of parliamentary constituencies nor the boundaries and names of electoral areas within Monmouthshire will form part of this review. New polling districts can be created within the existing ward boundaries where it would improve the voting arrangements for the electorate however they cannot overlap the boundaries of the community wards.

Principals of the review

There are a number of guidelines that the Returning Officer has considered when drawing up the proposals. Any person wishing to make representations should keep these in mind. The first four requirements are statutory requirements that are included in the Representation of the People Act:

- The council must seek to ensure that all electors have such reasonable facilities for voting as are practicable in the circumstances
- The council must seek to ensure that, so far as is reasonable and practicable, every polling place is accessible to electors who are disabled
- Every community shall be in a separate polling district
- Where possible the polling place should be in its own polling district
- As far as is practicable, no polling station should be shared by two wards because of the risks associated with holding different elections in the same polling station however this is not always practicable due to the geographical make up of the wards in Monmouthshire.

The Review Process

Monmouthshire County Council must publish notice of their intention to conduct a review.

Notice of the review was given on 22 September 2021 and published on the Councils website. Notice of the review along with the consultation guidance was also sent to elected members and Community/Town Councils.

As part of the review process the Returning officer must publish their comments on the suitability of the current arrangements. The Returning Officer comments:

“Given that significant changes to the boundaries of community & town council as well as County wards will take effect at next years elections, the current arrangements that are in place have little relevance. A draft polling district scheme has been created which utilises the polling stations used for previous elections where they remain the most suitable solution for voters in that area. There are some polling districts that are new and we seek views on the most suitable polling arrangements for these new wards as well as the appropriateness of the existing polling stations.”

The consultation period will run until 22 October 2021 and all representations received will be published in the final proposals that will be presented to a meeting of Full Council for Monmouthshire Councillors to approve.

Any changes proposed as part of this review will take effect upon publication of the 2022 electoral roll on the 1st December 2021.



Notice of Review of Polling Districts and Polling Places

The review of Polling Districts and Polling Places (Parliamentary Elections) Regulations 2006

The above regulations require Monmouthshire County Council to carry out a review of its polling districts and polling places.

We are looking for feedback on any aspect of polling districts and/or polling places currently used, as well as those that will be implemented for elections in 2022 and invite representation and comments from interested persons.

Local political parties and councillors will be consulted, and views are invited from electors within the Monmouthshire County Council area as well as such persons as may have particular expertise in relation to access to premises or facilities for persons who have different forms of disability.

The consultation period for the review will commence on 22 September 2021 and end on 22 October 2021.

Although the review is of polling districts and polling places it is accepted that polling stations are inexorably linked to the review and comments are invited regarding those stations currently used and/or any suggested alternatives.

Information regarding the current polling districts and places can be found on the Council's website at www.monmouthshire.gov.uk or from the electoral services office by emailed elections@monmouthshire.gov.uk.

Any person wishing to make representation regarding this review should send their comments to John Pearson, Local Democracy Manager, Monmouthshire County Council, County Hall, The Rhadyr, Usk, NP15 1GA or emailed to elections@monmouthshire.gov.uk.

Paul Matthews
Chief Executive & Electoral Registration Officer
Monmouthshire County Council
County Hall
The Rhadyr
Usk
NP15 1GA

Dated 22 September 2021

Open Consultation on Proposed Guidance on “Principles of Good Administration” and “Good Records Management”.

Closes midnight 1 November 2021

The Public Services Ombudsman for Wales (PSOW) is seeking views on proposed changes to the Ombudsman’s Guidance on Good Administrative practice. Section 34 of the Public Services Ombudsman Wales Act 2019 empowers the PSOW to issue such guidance. Public bodies which fall within the PSOW’s remit must have regard to the PSOW’s Guidance when discharging their functions. When investigating complaints, the PSOW may consider the extent to which a public body has complied with the PSOW’s Guidance on Good Administrative practice when reaching decisions.

The current Guidance is in the [Principles of Good Administration and Good Records Management](#). We are proposing to split the Guidance into 2 separate publications; the “[Principles of Good Administration](#)” and “[Good Records Management](#)”. By splitting the Guidance our aim is to provide public bodies and complainants with both clear general principles of good administrative practice and separate specific advice on good administrative practice in relation to records management.

We are seeking views on both sets of proposed guidance. You can access the consultation documents and details on how to respond can be found in the links below.

[Principles of Good Administration consultation pages](#)

[Good Records Management consultation pages](#)

We will be holding an on-line surgery to discuss these changes with our stakeholders on Friday 15 October 2021 at 2pm. Please email communications@ombudsman.wales to register.

Polling District	Community Ward	No of Community Councillors	Polling Station	Community Council	County Ward	No of County Councillors	
AB1	Cantref	3	Christchurch School Room	Abergavenny	Cantref	1	
AB2	Llanwenarth Citra	1	Llanwenarth Citra Hall				
AB3	Grofield	4	Salvation Army Hall				
AB4	Lansdown	3	Abergavenny Football Club				
AB5	Pen Y Fal	3	The Scout Centre, Fairfield				
AB6	Priory	3	Priory Centre				
CA1	Caerwent	3	Village Hall Caerwent	Caerwent	Caerwent	1	
CA2	Crick	1	Village Hall Caerwent				
CA3	Dinham	1	Village Hall Caerwent				
CA4	Llanvair Discoed	1	Woodlands Tavern				
CA5	St Brides Netherwent	1	Village Hall Caerwent				
CH1	Bulwark	4	Bulwark Community Centre		Bulwark and Thornwell	2	
CH2	Thornwell	3	Chepstow Rugby Club				
CH3	Maple Avenue	1	Bulwark Community Centre				
CH4	Chepstow Castle	3	Senior Citizens Centre, Chepstow				
CH5	Larkfield	2	Chepstow Athletic Club				
CH6	Mount Pleasant	3	Chepstow Football Club				
CH7	St Kingsmark	3	Chepstow Leisure Centre	Chepstow	Chepstow Castle and Larkfield	2	
CR1	Bwlch Treweyn & Old Castle	1	Village Hall Pandy				
CR2	Cwmyoy	1	Cwmyoy Village Hall				
CR3	Forest & Ffwdog	1	Cwmyoy Village Hall		Cruorney	Cruorney	1
CR4	Llanvihangel Cruorney	2	Village Hall Pandy				
CR5	Pandy	2	Village Hall Pandy				
CR6	Grosmont	6	St Nicholas Church	Grosmont	Devauden	1	
CR7	Llangattock Lingoed	1	Village Hall Pandy	Grosmont			
DE1	Devauden	3	Hood Memorial Hall	Devauden			
DE2	Itton	2	Itton Village Hall				
DE3	Kilgrwng	1	Hood Memorial Hall				
DE4	Llanvihangel Tor-Y-Mynydd	1	Hood Memorial Hall				
DE5	Llangwm	3	Parish Hall Llangwm				
DE6	Llansoy	1	Bush Farm Llansoy	Llantrisant Fawr			
G1	Goetre Wharf	2	Village Hall Goetre				
G2	Goytre	4	Village Hall Goetre				
G3	Llanover	1	Sir John Herbert Memorial Hall	Goetre Fawr	Goetre Fawr	1	

G4	Nant-Y-Derry	1	Village Hall Goetre		
GF1	Llandewi Rhydderch	2	Village Hall, Llandewi Rhydderch		
GF2	Llanfair Cilgydyn	1	Rectory Hall, Llanfair Kilgeddin		
GF3	Llangatock Nigh Usk	3	Village Hall, The Bryn		
GF4	Llanvapley	1	Sports Pavilion, Llanvapley		
GF5	Bryngwyn	2	Crawley Hall		
GF6	Clytha	1	Bettws Newydd Hall		
GF7	Kemeys Commander & Llancayo	2	Bettws Newydd Hall		
GF8	Llanarth	3	Village Hall, Llanarth		
LBU1	Glascod	2	Fellowship Hall Glascoed		
LBU2	Little Mill	3	Village Hall, Little Mill		
LBU3	Llanbadoc	2			
LBU4	Monkswood	2	Village Hall, Little Mill		
LBU5A		Usk	Centenary Hall, Usk		
LBU5B			Centenary Hall, Usk		
LE1	Clydach	2	Clydach Wasps AFC		
LE2	Darrenfelin	2	Community & Welfare Centre Llanelly Hill		
LE3A					
LE3B	Gilwern	9	Gilwern Village Hall, Main Road		
LF1			Gilwern Community Education Centre		
LF2	Llanellen	2	Village Hall, Llanellen		
LF3	Llanfoist	5	Village Hall, Llanfoist		
LG1	Govilon	6	Salisbury Community Hall		
LG2	Coed Y Paen	1	Village Hall, Llangybi		
LG3	Llandegfedd	1	Grey Squirrels, Llandegfedd		
LG4	Llangatock Nigh Caerleon	1	Village Hall, Ponthir		
LG5	Llangybi	3	Village Hall, Llangybi		
LG6	Llanhennock	1	Village Hall, Llanhennock		
LG7	Tredunnoch	1	Village Hall, Llangybi		
LG8	Gwernesney	1	Royal Oak, Llantrisant		
LP1	Llantrisant	3	Royal Oak, Llantrisant		
LP2	Croesonen	6	Llantilio Pertholey Community Hall		
LP3	Mardy	3	Llantilio Pertholey Community Hall		
LP4	Pantygelli	1	Llantilio Pertholey Community Hall		
LT1	Sgyrriid	2	Assembly Rooms, Llandewi Skyrriid		
	Cross Ash	3	Cross Ash Village Hall		

LT2	Llanvetherine	2	Cross Ash Village Hall	Skenfrith	Llantilio Crossenny	1
LT3	Skenfrith	2	Village Hall, Skenfrith			
LT4	Llangattock Vibon Avel	1	The Barn, Pwll Y Cwm	Whitecastle		
LT5	Llanvihangel Ystern Llewern	1	The Barn, Pwll Y Cwm			
LT6	Newcastle	2	The Barn, Pwll Y Cwm			
LT7	Penrhos	2	Hogs Head, Great Tre-adam			
LT8	Rockfield and St Maughans	3	The Barn, Pwll Y Cwm	Mitchel Troy		
LT9	Whitecastle	2	Hogs Head, Great Tre-adam			
MT1	Cwmcarvan	1	Village Hall, Mitchel Troy			
MT2	Dingestow	2	Village Hall, Dingestow			
MT3	Mitchel Troy	2	Village Hall, Mitchel Troy			
MT4	Tregare	2	Village Hall, Dingestow			
MT5	Wonsastow	1	Village Hall, Dingestow			
MT6	Pen-Y-Clawdd	1	Pen-Y-Clawdd & Llangovan Village Hall		Trellech United	
MT7	Catbrook	2	Memorial Hall Catbrook			
MT8	Llanishen	2	The Hall, Llanishen			
MT9	Penallt	3	Pelham Hall, Penallt			
MT10	The Narth	2	Village Hall, The Narth			
MT11	Trellech Grange	1	The Hall, Llanishen			
MT12	Trellech Town	3	Babbington Centre, Trellech			
MT13	Whitebrook	1	Village Hall, Whitebrook			
MO1	Osbaston	4	Monmouth Leisure Centre	Monmouth		
MO2	Town	4				
MO3	Drybridge	4	Bridges Community Centre			
MO4	Overmonnow	3	Bridges Community Centre			
MO5	Wyesham	4	St James Community Hall, Wyesham			
P1	Leechpool	1	Recreational Hall, Portskewett	Portskewett		
P2	Portskewett Village	7	Recreational Hall, Portskewett			
P3	Sudbrook	2	Sudbrook Sports and Social Club			
R1	Gwehelog	1	Village Hall, Gwehelog	Raglan		
R2	Kingcoed	1	Parish Hall, Llandenny			
R3	Llandenny	1	Parish Hall, Llandenny			
R4	Raglan	6	Old School Raglan			
S1	Earlswood & Newchurch	2	Earlswood Village Hall	Shirenewton		
S2	Shirenewton & Mynyddbach	5	Shirenewton Recreational Hall			
S3	Mathern	3	Village Hall, Mathern			

S4	Mounton		1	Village Hall, Mathern	Mathern		
S5	Pwllimeyric		3	Village Hall, Mathern			
ST1	St Arvans		7	Memorial Hall, St Arvans	St Arvans		
ST2	Llandogo		3	Village Hall, Llangdago			1
ST3	Tintern		4	Village Hall Tinter	Wye Valley		
V1	Caldicot Castle		3	Castle Park Primary School			1
V2	Caldicot Cross		3	Ysgol Y Ffin, Sandy Lane		Caldicot Castle	1
V3	Dewstow		3	St Pauls Community Hall, Longcroft Road		Caldicot Cross	1
V4	Severn		2	Durand Primary School		Dewstow	1
V5	The Village		2	Durand Primary School		Severn	1
V6	West End		3	Caldicot Rugby Club		West End	1
W1	Magor West		3	Magor Baptist Church			
W2	Magor East		4	Memorial Hall, Undy	Magor with Undy	Magor East with Undy	2
W3	Undy		3	Undy Church and Community Hall		Magor West	1
X	Rogiet		7	Church Hall, Rogiet	Rogiet	Rogiet	1

Email: IRPW - Wed 29/09/2021 15:59

I attach in accordance with the requirements of Section 147 of the Local Government (Wales) Measure 2011:

- a link to the IRPW's draft Annual Report, February 2022.
- a covering letter from the Chair, Mr John Bader.

This has also been sent to the Minister for Finance & Local Government and other interested parties.

You can find the report by using the following link:

[Independent Remuneration Panel for Wales Draft Annual Report - February 2022](#)

Section 13 relates specifically to Community and Town Councils.

Draft determinations for 2022 - 2023 include:

- Community and Town Council Groupings - five groups established based on the size of the council's electorate, replacing the three current groups.
- Continuation of the mandatory payment of £150 as a contribution to costs and expenses for members of community and town councils, except for those councils in Group 5 where it will be optional.
- The introduction of an attendance allowance which is optional for all Councils.
- The application of the remuneration framework by relevant group is attached. This can be found at table 11 on pages 48 and 49 of the draft annual report.

Implementation of the Panel's Determinations

For the period 1 April 2022 to 8 May 2022, all of the determinations contained in the Independent Remuneration Panel for Wales' Annual Report 2021/2022 will continue to apply in respect of principal councils and community and town councils.

With effect from 9 May 2022, the determinations set out in this Report will apply to principal councils and community and town councils,

The Panel would be grateful if you could make your members aware of the contents of the report and make any comments you may have on the draft to:

IRPMailbox@gov.wales

By no later than **26 November 2021**.

Representations received after this date may not be considered.

Due to current restrictions we are unable to issue hard copy versions by post.



To:

Leaders and Chief Executives of County and County Borough Councils
Chairs and Chief Executives of National Park Authorities
Chairs and Clerks of Fire and Rescue Authorities
Chair and Chief Executive of One Voice Wales
Leader and Chief Executive of Welsh Local Government Association
Head of Democratic/Members Services of County and County
Borough Councils, National Park Authorities and Fire and Rescue Authorities
Community & Town Councils

29 September 2021

Dear Colleague

Independent Remuneration for Wales – Draft Annual Report 2022/2023

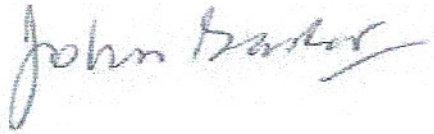
The Panel's draft Annual Report for 2022/23 is attached. We would appreciate and welcome comments during the consultation period which ends on 26 November 2021.

Elections for principal councils and community and town councils will take place in May 2022, so the next Report of the Panel will coincide with the new municipal term. For several years payments to elected members of the 22 principal councils has not kept pace with the original comparator that was used to set the basic salary, or any other public sector comparison. The Panel has decided this is an opportune time to rectify this situation and to reinstate the link to the average welsh earnings (based on 3 days).

The draft Report also sets out changes to the remuneration framework for community and town councils following an extensive consultation exercise which we undertook earlier in the year.

We look forward to receiving comments on the proposals contained in the draft Report and will consider all of the responses prior to producing the final Report for publication in February 2022.

Yours sincerely

A handwritten signature in blue ink that reads "John Bader". The signature is written in a cursive style with a long horizontal stroke at the end.

John Bader
Chair

The application of the Remuneration Framework by relevant Group.

Group number	Size of Electorate
Group 1	Electorate in excess of 14,000
Group 2	10,000 to 13,999
Group 3	5,000 to 9,999
Group 4	1,000 to 4,999
Group 5	Under 1,000

Type of payment	Requirement
Group 1	(Electorate over 14,000)
Basic Payment	Mandatory for all Members
Senior Role Payment	Mandatory for 1 member; optional for up to 7
Attendance Allowance	Optional
Financial Loss	Mandatory
Travel and Subsistence	Optional
Costs of Care	Mandatory
Group 2	(Electorate 10,000 to 13,999)
Basic Payment	Mandatory for all members
Senior Role Payment	Mandatory for 1 member; optional up to 5
Attendance Allowance	Optional
Financial Loss	Mandatory
Travel and Subsistence	Optional
Cost of Care	Mandatory
Group 3	(Electorate 5,000 to 9,999)
Basic Payment	Mandatory for all members
Senior Role Payment	Optional up to 3 members
Attendance Allowance	Optional
Financial Loss	Mandatory
Travel and Subsistence	Optional
Cost of Care	Mandatory
Group 4	(Electorate 1,000 to 4,999)
Basic Payment	Mandatory for all members
Senior Role Payment	Optional up to 3 members
Attendance Allowance	Optional
Financial Loss	Mandatory
Travel and Subsistence	Optional
Cost of Care	Mandatory
Group 5	(Electorate less than 1,000)
Basic Payment	Optional
Senior Role Payment	Optional
Attendance Allowance	Optional
Financial Loss	Mandatory
Travel and Subs	Optional
Cost of Care	Mandatory

EMAIL: Wed 22/09/2021 15:58 PSOW c/o OVW

Open Consultation on Proposed Guidance on “Principles of Good Administration” and “Good Records Management”.

Closes midnight 1 November 2021

The Public Services Ombudsman for Wales (PSOW) is seeking views on proposed changes to the Ombudsman’s Guidance on Good Administrative practice. Section 34 of the Public Services Ombudsman Wales Act 2019 empowers the PSOW to issue such guidance. Public bodies which fall within the PSOW’s remit must have regard to the PSOW’s Guidance when discharging their functions. When investigating complaints, the PSOW may consider the extent to which a public body has complied with the PSOW’s Guidance on Good Administrative practice when reaching decisions.

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We are seeking views on both sets of proposed guidance. You can access the consultation documents and details on how to respond can be found in the links below.

[Principles of Good Administration consultation pages](#)

[Good Records Management consultation pages](#)

We will be holding an on-line surgery to discuss these changes with our stakeholders on Friday 15 October 2021 at 2pm. Please email communications@ombudsman.wales to register.

MAGOR WITH UNDY COMMUNITY COUNCIL CLERK'S & OFFICE UPDATE

SEPTEMBER/OCTOBER 2021:

- **NOTE:**

- The below list is just an indication of some of the things that we have been doing – the list is not exhaustive and by no way complete.
- Some annual leave was taken in August and September.

- **GENERAL:**

- Liaised with Platform One in relation to the Village Maps, and undertook some research.
- Hosted a meeting of the Village Improvements working group in respect of the village maps. The group went through the second draft of the map and made some corrections. The group also made some suggestions for additional items, which have been fed back to Platform One in order that the map can be updated. There is still a little research to be undertaken and sent off. Group agreed to look at the types of frame and actual siting of the village maps at their next meeting. Typed up notes.
- Met with the Chair and Vice Chair to go through Occupational Health reports
- Met at the Hayloft Magor with Cllr Crook to look at the premises and how they would work as the Council office, and considered what new furniture would be required etc
- Met with Cllr Crook at the MUGA Courts to go through access to the floodlighting system and how it works.
- Met with Cllr Crook at the Sycamore Allotment site. There are concerns regarding some overhanging crack willows around most sides of the site, but in particular one tree is particularly bad – that overhangs Plot 6 which is the scouts plot. The scouts arranged delivery of a skip, to clear the rubbish off the site (Council has already agreed to pay for the skip). Crack willow is notorious for snapping/shearing off instantly, with no notice of an apparent problem. Some of the crack willow will be the responsibility of the Community Council, and some the County Council or NRW. This is a possible Health and Safety issue for anyone working underneath, and probably needs addressing as soon as possible. **ACTION REQUIRED BY COUNCIL**
- Drafted text for inclusion in the Villager Magazine that is to be printed shortly, covering the period of March 2020 to date.
- Took in numerous allotment rents.
- Undertook several bookings for the MUGA courts and met several enquirers on site.
- Spoke with Cllr Crook regarding the planting of the sessile oak at Undy AFC ground instead of the Council owned Plantation. Undy AFC were interested in the proposal but would need to discuss and agree at Club level. I advised Cllr Crook, that as Council had already agreed to plant at the Plantation, it would need to consider standing Order 7.a - *A resolution shall not be reversed within six months except either by a special motion, which requires written notice by at least 6 councillors to be given to the Proper Officer in accordance with standing order 9, or by a motion moved in pursuance of the recommendation of a committee or a sub-committee.*
- Undertook some more work on the Annual Report for 2020/2021

MAGOR WITH UNDY COMMUNITY COUNCIL

VILLAGE IMPROVEMENTS & SIGNAGE WORKING GROUP

Notes from a Working Group Meeting:

Held: Thursday 30th September 2021 at 10.30am via Zoom

Present: Cllr Sally Bailey, Cllr Carole Hopkins, Cllr Sally Raggett
Beverly Cawley (Clerk to the Council)

Apologies: Cllr Neeta Baicher, Cllr Mario Bisi, Cllr Keith Plow

Members had been issued with the second draft of the proposed Village Map. Several amendments had already been made to the first draft issued to All councillors for comments/consideration.

Members with the clerk went through the detail on the second draft, correcting some detail, and discussing the required input where historic/history text was missing. (see appendix 1)

ACTION: The clerk would collate the amendments to the text, and the new text and forward to Platform One for updating.

ACTION: Some of the detail already input needed verifying e.g. item re Roman soldiers found at Undy Church & Community Hall and buried locally. The Clerk and Cllr Hopkins would look in to this.

ACTION: The history of the Undy Vicarage was also missing. Cllr Hopkins and the Clerk would look in to this.

Members made suggestions of other landmarks that should be highlighted on the Village Map:

- a. To add a sketch and detail regarding the Scout Hut, which was used as a mortuary during the Second World War, but now home to the local Uniformed Organisations.
- b. To add Wilcrick Hill (although no longer technically in the community of Magor and Undy) as one of only two Iron Age circular access forts in Britain.
- c. To add a note to indicate the site of the medieval port of Magor – Aberwythel near Greenmoor
- d. To add Undy Memorial Hall, built as a 'Village Hall for the benefit of the inhabitants of the parishes of Magor and Undy and the neighbourhood' 1950-1952
- e. To add the Community Orchard - a medieval orchard comprising of ridge and furrow planting. Having been restocked with local variety apples in 2010

Members agreed that once the next version of the map was available, that they need to consider where, what size and in what form it should be displayed. Originally it had been thought to display on Undy Pound, and possibly in the alleyway from the Square through to

the Doctor's surgery on Brassknocker Street. A decision needed to be firmed up so that any permissions could be sought as soon as possible. The Living Levels project would be paying towards the cost of each map, and were keen to make payment as soon as possible.

ACTION: The clerk would find the original paperwork, which showed the various frames etc. that the maps could be mounted in – whether upright or lectern style etc.

It was thought that once the Village Map had been finalised, Council could consider a budget to professionally print the map, for sale at the Post Office etc. Possibly with monies going in to a charity box – charity of the Council's choosing each year.

ACTION: The clerk to add the suggestion to the November/December Budget meeting for consideration.

APPENDIX 1: Email content to Platform One

2. THE OLD TEMPERANCE HALL - could we add that it was: used as the ARP Wardens office during WWII and later became the local Rugby Clubhouse.
3. PROCURATORS HOUSE – can we add that this was linked to the Convent of Santa Maria di Gloria at Anagni in Central Italy
4. ST MARY'S CHURCH, MAGOR - could we add that the North Porch is two storeys with medieval mason marks visible on the corner, with the upper storey a schoolroom accessed by a staircase within the Church nave.
5. THE OLD CHURCH SCHOOL – Built in 1886 on land given by Lord Tredegar, it boasts its own bell turret with the Old School House attached. It closed as a school in the 1970's and now acts as the Church Hall.
6. MAGOR POST OFFICE – Can we change this to MAGOR POST OFFICE & HOUSE
7. THE WAR MEMORIAL – can we change this to say 'Built in 1929 and commemorating ...'
- DENNY ISLAND – can we change/add 'the island sits in the Severn Estuary, as part of the parish of Undy. Its...' and at the end add 'A causeway between the island and the foreshore at Undy can be seen at low tide, once used to take cattle out to graze on the island'
11. OLD WESLEYAN CHAPEL – Built in 1856 at the cost of £177 a schoolroom was added in 1908 at the cost of £365. The chapel closed for worship in the 1970's.
15. ST MARY'S CHURCH UNDY – can we change 'a smaller tower' for 'a small tower' and can we add/change that 'The single bell dated 1350-80 is engraved ' Virgini – Marie – Lavdes'
16. THE OLD CHURCH SCHOOL – can we change the start of this to read: 'Closed as a Church School in the early 1930's this is now a Church Hall, where the 2nd Battalion Monmouthshire Home Guards 26th Platoon (Magor & Undy) G Company were based during WWII. ****We need to check out the authenticity of the roman soldiers – as although I can find reference to it on the web – we've no knowledge of it ourselves – its news to us! I'll do some more checks with the burial registers****
18. THE OLD SMITHY – closed as a blacksmiths shop in the 1940's this smithy serviced the working horses hauling lime from the Lime Kilns to the railway and local farm horses.
20. THE OLD RECTORY, UNDY - **** we still need to do a bit of research on this one, but have the following**** In the early 1700's Queen Anne presented a sum of money to the parish for the purchase of a Rectory.