

## **Town Council Meeting 09<sup>th</sup> September 2024**

### **Agenda Item 6.1**

#### **Allocated Dog Exercise Area Proposal**

##### **Introduction**

Following the introduction of the PSPO across Monmouthshire requiring dog owners wishing to walk their dogs on Sycamore Playing Field to keep their dogs on a 2 metre lead, Council agreed to explore the potential for securing some land where dogs can be walked and exercised. Dog owners will still need to be compliant with all necessary laws regarding dog ownership such as but not exclusive to;

- Litter (Animal Droppings) Order 1991 under the Environmental Protection Act 1990
- Anti-social Behaviour, Crime and Policing Act 2014 in England and Wales.
- Animals Act 1971
- Dangerous Dogs Act 1991 (Section 3)

However, subject to the requirement for owners in any public places, keeping their dog 'under control', it will be permissible for dogs to be off the lead.

The site will require appropriate signage to ensure that users are aware of their responsibilities and the conditions of use. It is anticipated that as per the representations received by council, users will keep the site clean and useable.

##### **Recommendations**

- 1, It is recommended that Council proceeds with the development of an allocated Dog Exercise Area.
- 2, It is recommended that a site of roughly 750 square metres is developed between the Multi Use Games Area and the Mill Reen be given over to the use of an allocated dog space. See Map at appendix 1.
- 3, It is recommended that the development is used to improve the biodiversity of the area through the creation of a wildlife meadow on the remainder of the site. This is circa 3,216 Square Metres ( See Map at Appendix 1
- 4, It is recommended that wooden post (1.8m) and rail with internal stock fencing is used as this does not require planning permission, is unobtrusive and in keeping with the setting and can be removed easily if requires. The site will benefit from a pedestrian access gate and a wider gate to allow for the site to be mowed on a regular basis. See proposed materials at Appendix 3.

Other sites were considered, such as those currently leased by MUCH trustees on the 3 fields site. However, by reason of access, surface water, residential amenity, biodiversity and the masterplan for the site they were deemed less desirable by planning colleagues.

The site was considered most suitable in respect of material considerations such as;

Accessibility and access

Central location and Proximity to Sycamore Playing field

Surface water

Position in landscape

Proximity to existing dog waste bin at MUGA portacabin.

Minimal impact on landscape character and residential amenity.

The Town Council already leases the land from Monmouthshire Council.

The development would not preclude the council from further development to the MUGA and surrounding area.

The limitations on relatively level, drained open space in Magor with Undy.

The proposed materials are agricultural in nature and sympathetic to the environment,

### **Site Management**

There will be ongoing costs associated with the site in respect of regular mowing of the area to be used for dog walking, upkeep of the wildflower meadow and the need for the area to be checked regularly by village wardens/ Town Team as deemed necessary by the clerk. Longer term consideration will need to be given as to whether there is any need for increased warden hours.

In order to increase biodiversity on the site, the council's nature recovery/ GI team have suggested the following.

- Cut and collect the whole site in early September. This can be carried out within existing budgets by the Town Team.
- Scarify but not plough the whole site in September/October. This can be carried out within existing budgets by the Town Team.
- Secure the seed for the whole meadow site, [Welsh Meadow Seed Mix](#) | [Buy Seeds & Plants](#) | [Habitat Aid](#) sown at a rate of 4g per Metre Sq.
- Arrange for the site to be cut in Mid-July and possibly in Autumn.

It is anticipated that the Town Team will be able to complete the preparatory work and an annual cut.

### **Budget**

It is recommended that council set aside a budget of £7,000 for 24/25 to establish the provision.

Council has already created a cost centre for the purpose of developing an allocated space for dogs 4810. There is a budget of £4000 already set aside.

It is proposed that Council vire £3000 from 4820 cost centre for Dog Rails.

Although Council had anticipated that there may be a need to consider a provision following the PSPO, it is felt that it would be prudent to bring forward the project with a level of expedience.

Additional grass cutting costs can be taken from the existing grass cutting cost centre 4445 and as necessary ongoing maintenance /mowing costs can be built into the 24/5 financial year.

Ongoing mowing of dog exercise area – Cost to be determined

Signage - cost to be determined

Ongoing costs will be met through the grass cutting (Budget Line 4445 - £8,500) and village warden budgets and will need to be considered going forward.

It is proposed that the cost of the wildflower seed is taken from the Environmental Project budget line 4515 (Outside Spaces) cost centre.

Development of Wild flower meadow 3,216 square meters at 4g per square meter = 12.864 Kg  
Wildflower Seed £89.50 per kilo = 13 x £89.50 = £1,163.50

£

### **Options appraisal**

#### **Option 1 Do nothing**

**Strengths** – This approach will not add to council's workload in terms of project delivery; however, it may also increase correspondence from concerned residents.

**Weaknesses** – Council could be viewed as not taking seriously the concerns raised by some dog owners in respect of their wish to exercise their dogs off lead.

**Option 2 Council consider as requested, by some residents, issuing court proceedings to challenge the County wide PSPSO with reference to Sycamore Playing Field.**

**Strengths**- Council might be viewed by some residents as taking their concerns about the requirement to keep dogs on a lead seriously.

**Weaknesses** – There did not appear to be a clear process failure on which to proceed. Issuing legal proceedings for a Judicial review is potentially a very costly option and might draw council into a lengthy legal process. There may be limited opportunity for a positive outcome as such proceedings are concerned with the process and not the decision. The capacity of the council may be affected over a long period. It is possible that despite issuing proceedings, the court might find in Monmouthshire Council's favour and the Town Council may also have to pay their legal costs. .

**Option 3 Consider the development of an allocated dog space to allow residents to exercise dogs.**

**Strengths** – This option can be delivered in a relatively expedient manner. The costs involved are reasonable and within the council's budget. This option would offer dog owners an alternative solution and enable them to exercise their dogs in a dedicated space. .

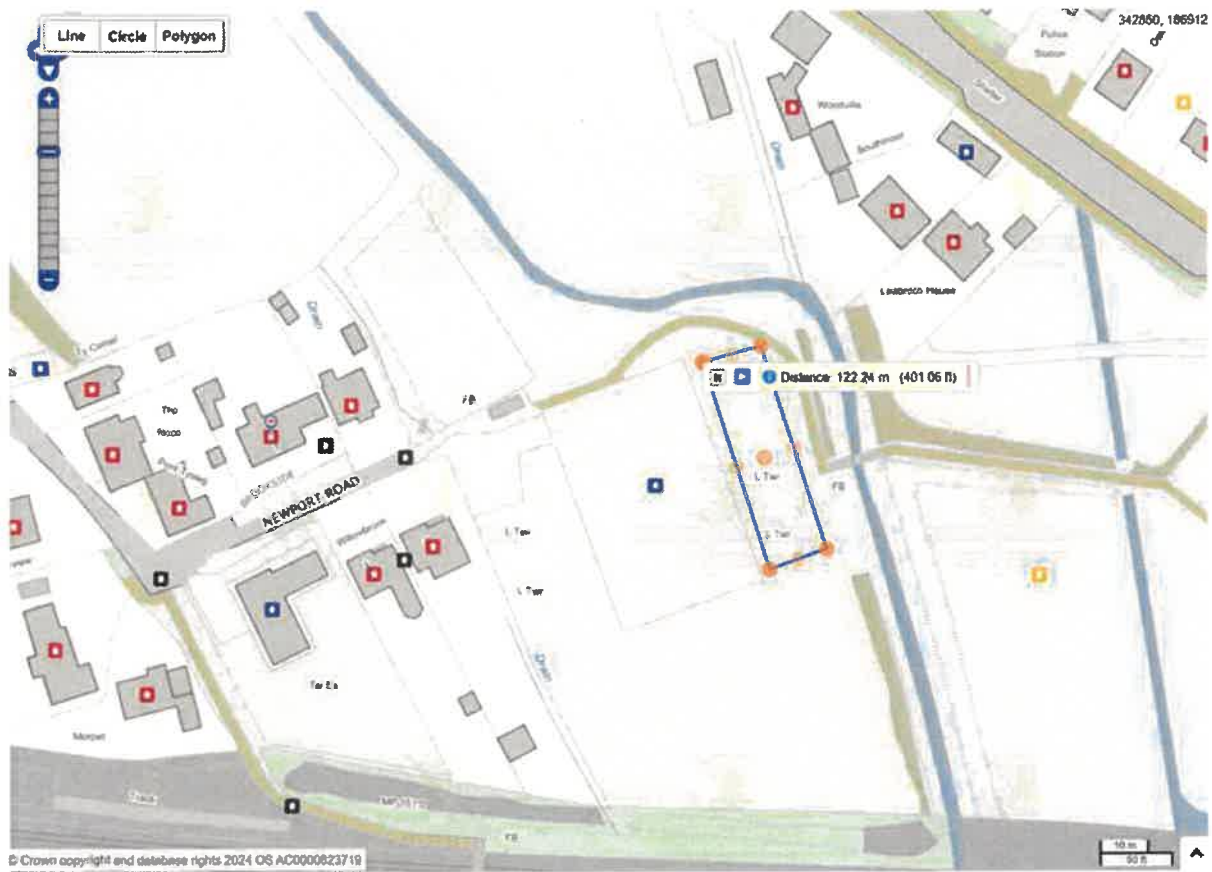
**Weaknesses** – Some community members might remain dissatisfied.

### **Conclusion**

It is proposed that Council support the recommendations to proceed and develop an allocated dog space for the benefit of local residents.

## **APPENDIX 1**

Proposed Dog Walking / Exercise area



Wildflower meadow



**Town Council Meeting 09th September 2024**  
**Agenda Item 7**

**Sycamore Playing Field**  
**PSPO/Deed of Covenant and Picnic Benches**

**7.1**

**Independent Legal Opinion**

The PSPO and the Deed of Covenant were provided to solicitors Roger James Clements and Partners who responded in writing (Subject to Section 42 FOIA-Legal Privilege). The solicitor determined that the deed of covenant made no reference to how a dog should be walked, whether freely or on a lead. That the PSPO seeks to address how dog walking is controlled for the benefit of all users of the field, it does not prohibit dogs from the field and in their opinion the order does not breach the deed.

**7.2**

**Picnic Benches**

**Resolution 245.1**

Clerk to communicate with Monmouthshire CC for permission to proceed with this project and seek a quotation from Mon CC regarding groundworks for the benches. To purchase four timber constructed picnic benches.

In respect of the groundworks – Monmouthshire CC were contacted and it was estimated that provision of 4 concrete bases would be £1200+ and that there would be delay in providing for this work. Furthermore, it would be necessary to wait until the school term ended in July.

In regard to the acquisition of the benches, this was researched online by Rachel Jones, Council Business Support and Projects Officer at the office and by Councillor James and a number of proposed designs were looked at. Cllr James also informed the office about the benches at the MUCH.

These turned out to be the preferred choice however the supplier being Costco had no online stock.

On 16/07/24 Rachel who fortunately has Costco membership learned that the Costco outlet at Avonmouth had a supply of these benches to purchase instore (considerable cheaper than online) and attended on that date and purchased them.

The same day Cllr Cawley provided transport and he and the Town Clerk attended to collect 12 very large, very heavy flat packs that were placed in storage with Monmouthshire CC until arrangements could be made for their assembly at the field.

This needed to be arranged following liaison with the school caretaker to provide access for Monmouthshire CC to deliver the flatpacks and was completed on 15/08/24 with the help of Councillors, Volunteers and Magor Town Team.

Insofar as the siting of the benches at Sycamore Field is concerned there was consultation with Magor CiW Primary School and Monmouthshire CC and a number of factors were required in consideration of H&S, Flexibility and maintenance.

The playing field is used by Magor CiW primary school during term time and they have priority use during the school day.

The field is subject to surface water flooding, particularly adjacent to the treeline and is also subject to river flooding.

The school require the use of the field as an evacuation point.

The primary purpose of the field is a playing field and the location of benches should not interfere with this purpose.

Both Monmouthshire CC and Magor CiW Primary identified that placing of the benches on hard permanent surfaces was restrictive and removed flexibility for relocating the benches if required.

**Extraordinary Meeting of 29<sup>th</sup> May 2024**  
**(Minutes as yet not adopted)**

**Minute 17.1**

**It was resolved.**

- ***Not to proceed with the request from residents to seek to judicially review the decision of Monmouthshire County Council's decision to implement a Public Space Protection Order on Sycamore Playing Field from 1<sup>st</sup> June and to expedite the development of a dog walking/dog exercise area.***

Please see report in respect of Agenda Item 6.1

- ***To clarify with Monmouthshire County Council when the signs on Sycamore Playing Field in respect of dogs being required to be kept on a lead were introduced.***
- ***To request that upon the introduction of the PSPO, all new signage introduced by Monmouthshire County Council should be clear and consistent.***  
This has been requested and furthermore the Council are informed that the signs are currently being designed. Once completed Mon CC Grounds Team shall be dedicated to obtain quotations and thereafter erect signage. Mon CC Estimate a requirement of more than 500 signs shall be needed to be displayed across the county and will be carried out in the autumn / winter months.
- ***To seek an independent legal opinion to confirm that the Public Space Protection Order is consistent with the deed.***

Please see 7.1 above.





**Monmouthshire County Council and Magor with Undy Town Council are working together to develop a placemaking plan for Magor with Undy.**

### **What is Placemaking?**

Placemaking is a way of ensuring that any change, investment or new development contributes positively to enhancing the environments in which we live, work and play. Taking a placemaking approach to a town centre such as Magor with Undy means considering the centre in the context of the wider place and its location within southern Monmouthshire.

### **What is a Town Centre Placemaking Plan?**

Placemaking Plans are a requirement of Welsh Government when local authorities such as Monmouthshire County Council are seeking funding for town centre investments. Welsh Government therefore requires a strategic and coordinated approach that helps justify its funding. The Plan should also help to lever in funding from the private and third sectors and should importantly set out the long-term future of the town centre.

To help develop the Plan, place focussed consultants Chris Jones Regeneration, Owen Davies Consulting and Roberts Limbrick (architects and urban designers) have been appointed to support Monmouthshire County Council and Magor with Undy Community Council.

*Plan Funded and Supported by*



monmouthshire  
sir fynwy

Magor with Undy  
Town Council



Llywodraeth Cymru  
Welsh Government

## **Magor with Undy Placemaking Plan**

### **Learn About Shaping a Vision for Your Town Centre!**

### **How Can I Get Involved?**

For a Placemaking Plan to be successful, it's vital that it is based on a clear understanding of the place and its people, identifying opportunities for positive change and providing coordination for proposed projects and activities. From the start, we need to engage with a wide range of stakeholders and get creative input into shaping the future of the village. We hope you can join us in shaping your plan for your town centre.

Over the next six months, there will be a number of ways for local groups, organisations, local businesses and the local community to get involved. These include:

- ✓ Attendance at a number of local stakeholder sessions. These will involve a walkabout and workshops to understand challenges and opportunities and later on to obtain feedback on emerging proposals.
- ✓ Community consultation that will involve face to face events, online presentations and use of feedback questionnaires, amongst other opportunities.



**If you want to keep in touch with  
the Magor with Undy Placemaking Plan  
please drop us an email at  
[MCCRegeneration@monmouthshire.gov.uk](mailto:MCCRegeneration@monmouthshire.gov.uk)**

## **Town Council Meeting 09<sup>th</sup> September 2024**

### **Agenda Item 14.1**

#### **Mill Common – Project Outline**

##### **The Woodland Investment Grant Application**

#### **Summary**

Mill Common, a vital woodland in Magor and Undy, is facing degradation due to lack of management and a strategic plan. Recognized as a priority woodland network site, it serves as a crucial green corridor for the community, offering a retreat for families and a daily route for children attending the adjacent Undy Primary School. However, it faces challenges like limited structure and diversity, overcrowded trees, and degraded access infrastructure.

A comprehensive restoration project is underway to rejuvenate pathways, implement strategic woodland management, improve habitats, and introduce amenities such as benches, signage, restoration of viewpoints over the vulnerable historic Gwent Levels landscape and a sculpture trail co-designed by the community. The aim is to create a well-managed, accessible, and educational space, becoming a flagship site for the National Forest for Wales scheme.

Through involvement of schools, volunteers, and community events, the project aims to address inequalities, expand nature networks, and foster a sense of ownership among residents. Ultimately, the initiative seeks to enhance ecosystem resilience, promote community engagement, and encourage environmental stewardship in Magor and Undy by revitalizing Mill Common.





*Figure 1 Mill Common, November 2023*

### **The TWIG Grant**

The Woodland Investment Grant (TWIG) is a new programme for landowners to create woodlands for local communities to use and enjoy, as part of the National Forest programme.

The scheme will offer grants of £40,000 to £250,000 for woodland projects, to enhance and expand existing woodlands so they are:

- well-managed
- accessible
- give local communities the opportunity to get involved

### **The Site**

Mill Common is a remnant of the [medieval common land](#) which stretched from Undy and Knollbury Common up to Carrow Hill. The traditional systems of commons survived until the mid-19<sup>th</sup> century when they were eventually enclosed. As grazing ceased and the settlements of Magor and Undy encroached woodland developed and become established on Mill Common.

The woodland is a mix of native broadleaf species including Oak, Ash, Field Maple, most of which is relatively newly established, with small patches of grassland and scrub.

The understory in parts is in good condition, although in younger sections there is fewer woodland species due to the dense canopy.

The small section below Undy Primary School has interesting geological features with rocky limestone outcrops, a feature of lower Monmouthshire.

Total Area: 41,834 m<sup>2</sup>



*Figure 2 Mill Common location*

## **Project Plan**

The project will implement management to create variation in diversity, structure, age, and cover in accordance with a new Green Infrastructure Woodland Management Plan. Access improvements will be undertaken and engagement activities to upskill local children and residents and increase wellbeing.

Throughout the project, our focus will be on a multifaceted approach to revitalize Mill Common. To achieve our goals, several key tasks are planned:

- Develop a woodland management plan for Mill Common (to UK forestry standards) to improve the condition and ecosystem resilience and consider green infrastructure function such as access and interpretation.
- Apply for National Forest accreditation
- Woodland management
  - Thinning dense single aged stands
  - Creation and restoration of glades and rides
  - Tree management (including veterans) – reduce overcrowding, tree surgery, dead hedging base
  - Scrub clearance
- Habitat improvements
  - Planting (broadleaf native woodland trees, fruit trees, woodland wildflowers)
  - Bird, bat, and dormouse boxes

- Undertake surveys and establish monitoring scheme with volunteers
- Accessibility and GI asset improvements
  - Path resurfacing
  - Step and handrail replacement and installation
  - Fencing
  - Bench installation
  - Interpretation boards
  - Creation and restoration of historic viewpoints
  - Sculpture trail
- Green skills training – woodland and orchard management
- Community Engagement
  - Establish volunteer group
  - Collaborate with Ramblers Association
  - School woodland workshops



## Path Resurfacing

Restoring path through the top section of the woodland

Including scrub clearance



## Access Improvements

Step and handrail replacement and installation

Restore entranceways and fencing







## **Veteran Oak Management**

Reduce overcrowding, tree surgery, dead hedging base

Woodland management of single aged stands to increase diversity of age, species and structure

## **Habitat Improvement**

Planting (broadleaf native woodland trees, fruit trees, woodland wildflowers)

Opportunities for orchard planting and training







## **Interpretation and Benches**

New benches installed throughout the site. Interpretation boards designed and installed reflecting Mill Common's natural heritage. Community developed sculpture trail.

## **COUNCIL MEETING 09/09/24**

### **Agenda item No 17.2**

#### **Youth Club Update – Cllr Penny Kirkham**

I was lucky enough to observe the attendance at the youth club at the meeting of the Hub Trustees that I attended on behalf of MUTC on 20/08/24.

It seemed well attended. There was no disturbance to the dance group running concurrently in the main hall. I didn't have the opportunity to talk to the leaders but will look to do so in the future.

I've heard that Rogiet youth club has shut down. We need to consider how MUTC respond to this in terms of attendance of the MUTC community at the Hub youth club.

The Trustees asked whether MUTC would allow/facilitate use of the MUGA if volunteers came forward to enable some of those present to leave the Hub and play at the MUGA for part of the session?

Currently, because it's only the 2 leaders, they would have to take the whole group to the MUGA and couldn't leave the Hub space unattended (see Kari's update below).

Could MUTC promote a request for volunteers?

I am enclosing the update from the Hub Manager as part of this report ...

#### **Youth Club Update – Hub Manager, Kari Davies**

Starting week about 8 attendees, now roughly 15-20 attending the last two weeks. They are expecting more after the holidays in September.

All the children are being well behaved and enjoying the games/activities on offer.

Leaders run a tuck shop and have also made pizzas.

So far, they have stayed in the Hub and haven't gone to the MUGA.

They will be trained up to lock up after themselves.

Can the Town Council speak to Mon Youth and if they can get people to volunteer to help, would that make it easier for them to use the MUGA as well. With regards to safeguarding and the adult to child ratio. If the numbers do increase a lot more then they will have both facilities to utilise.



**Town Council Meeting – Monday 9<sup>th</sup> September 2024**  
**Agenda Item No 18.1 Gypsy and Traveller land Identification update**

The cabinet report recommendations were as follows.

**2. RECOMMENDATIONS:**

2.1 To approve the following recommendation by the Cabinet Member for Planning and Economic Development and Deputy Leader:

2.1.1 To remove Langley Close, Magor and Oakgrove Farm, Portskewett from the site identification process based on evidence from the public consultation and site investigation surveys, and due to the pitch requirement reducing to seven (See Paragraphs 3.3.2 and 3.3.3)

2.1.2 To approve the use of land at Bradbury Farm, Crick (See Appendix 1) for the proposed Gypsy and Traveller site, for development and inclusion in the Deposit RLDP (see Paragraph 3.3.4). Final decision subject to the outcome of ongoing indicative concept design work, and the findings and recommendations of further site evaluation survey work in respect of noise mitigation.

2.1.3 Following which, to agree that Bradbury Farm, then forms part of a detailed public consultation on the Deposit RLDP, where residents will be able to comment further on the proposal to allocate this land to meet the Council's Gypsy and Traveller housing need.

The agenda, documents, technical reports etc. for the meeting can be found here.

[Agenda for Cabinet on Wednesday, 21st August, 2024, 4.30 pm - Modern Council \(monmouthshire.gov.uk\)](https://monmouthshire.gov.uk/agenda/2024/08/21st-August-2024-4.30-pm-Modern-Council)

You can also watch the recording here <https://youtu.be/6letT8PpwPk>

The report recommends the removal of Langley Close, Magor from the site identification process. This recommendation is based on the evidence from several independent technical site investigation surveys which have identified significant constraints in respect of noise and land contamination. As the findings demonstrate that the site is entirely unsuitable, could the Cabinet member confirm that Langley Close will be ruled out in perpetuity?

The cabinet member acknowledged the site constraints and advised that on the basis of the surveys and the constraints and associated costs, he was ruling the site out of the process at the current time. However, Cllr Griffiths suggested that if the deposit RLDP was not approved by Council, all options to date may be back on the table. I attach a press article which summarises the Cabinet members responses.

The decision was as follows.

Decision:

To remove Langley Close, Magor and Oakgrove Farm, Portskewett from the site identification process based on evidence from the public consultation and site investigation surveys, and due to the pitch requirement reducing to seven (See Paragraphs 3.3.2 and 3.3.3)

To approve the use of land at Bradbury Farm, Crick (See Appendix 1) for the proposed Gypsy and Traveller site, for development and inclusion in the Deposit RLDP (see Paragraph 3.3.4). Final decision subject to the outcome of ongoing indicative concept design work, and the findings and recommendations of further site evaluation survey work in respect of noise mitigation.

That Bradbury Farm, then forms part of a detailed public consultation on the Deposit RLDP, where residents will be able to comment further on the proposal to allocate this land to meet the Council's Gypsy and Traveller housing need

As you may be aware, this decision may be subject to a call in. Any call in must be made and accepted by Monday 2<sup>nd</sup> September (due to the Bank Holiday). A call in would then be heard by the relevant scrutiny committee within 10 working days. The RLDP is planned for discussion by Council in October.

As always, should you have any questions or points of clarification, please do not hesitate to get in touch.

With all good wishes

Frances

## **MUTC Ordinary Meeting 9<sup>th</sup> September 2024**

### **Agenda Item 22.1 – Motion from Cllr Neeta Baicher**

#### **Provision of Public Toilets**

<b>Councillor</b>	NEETA BAICHER	<b>Meeting Date:</b>	9 <sup>th</sup> September 2024
<b>Issue/Motion for inclusion on agenda</b>	PROVISION OF A PUBLIC TOILET IN MAGOR WITH UNDY TOWN		

#### **BACKGROUND:**

The Council is responsible for the health and wellbeing of all residents and visitors to our Town.

At present the Town does not have any freely accessible public toilets. Some local businesses have facilities, but their use is generally on the basis of paid custom. Toilets provided within the local Doctors' surgery and Dentists, are for the use by patients only. Residents over a number of years have brought to the Councils attention the need to be able to access clean, safe, accessible public toilet facilities, in a convenient location within our Town.

As far back as 2019, I requested that public toilets in Magor square area be added to a future meeting agenda - minute 204 (11/02/2019) meeting.

Outside of their own home, toilet facilities are necessary for the enjoyment of the area by visitors and resident. Public toilet facilities can make a significant impact upon the comfort of individuals and families, who visit public spaces and their perception of the area as a desirable place to visit. Access to public conveniences, is an important factor in delivering a people friendly environment for everyone who visits our local shops, cafes, sport & recreation facilities, parks and green spaces. Public toilets are essential to equitable access to public outdoor spaces. They allow for the space to become a destination for extended periods of socialising, exercise and accessing community and commercial services. During previous consultations carried out by the then, Community Council, it became evident the public toilet provision was a key concern for the older generation within our community. There are currently 19 dedicated public toilets throughout Monmouthshire. 9 are owned by the authority and 10 are owned by the Town and Community Councils of Caerwent, Caldicot, Chepstow, Gilwern, Goytre, Grosmont, Monmouth and Tintern.

#### **PROPOSAL/MOTION:**

That this Council start preliminary investigation into the possible provision of public toilets within Magor with Undy Town and that a working group be created to work with our Business Support and Projects Officer to facilitate this.

**DESIRED OUTCOME/BENEFITS OF PROPOSAL/MOTION:**

To provide a much-needed public toilet facility within Magor with Undy Town area.  
Create a budget for the upkeep & maintenance of such a facility.