

Magor with Undy Town Council

Extraordinary Meeting – Monday 02nd December 2024

St Marys Church Hall, Sycamore Terrace, Magor & Remote

Additional Documents

1. Agenda No 5. Waiver of six-month Councillor attendance rule.
2. Agenda No 8. Multi Use Games Area (MUGA) Portacabin
3. Agenda No 9. Sycamore Lane – Re-surfacing

Agenda Item 5.1.

Waiver of six-month councillor attendance rule (section 85 of the Local Government Act 1972)

Legal position

Section 85 (1) of the Local Government Act 1972 requires a member of a Local Authority to attend at least one meeting of that Authority within a six-month consecutive period.

"If a member of a local authority fails throughout a period of six consecutive months from the date of their last attendance to attend any meeting of the authority, they shall, unless the failure was due to some reason approved by the authority before the expiry of that period, cease to be a member of the authority."

Report

The last meeting attended by Cllr Carole Hopkins (Mayor) was 10th June 2024. The Council can only consider approval of any reasons for non-attendance before the end of the relevant six-month period, which will be 09th December 2024.

Cllr Carole Hopkins has confirmed that she may not be able to attend future Council meetings, due to ill health, but that on-going recovery is in place. A request has been submitted for a leave of absence, effective from 09th December 2024.

In receiving this request for a leave of absence, the Council is asked to consider approval of the reason for absence from 09th December 2024, and to extend the six-month rule.

If the Council does not approve the reason for non-attendance and therefore does not agree to extend the non-attendance period, Cllr Carole Hopkins will cease to be a member of Magor with Undy Town Council after 09th December 2024.

**Magor with Undy Town Council
Extraordinary Meeting of Wednesday 27th November 2024**

**Clerks Report
MULTI USE GAMES AREA – PORTACABIN**

Councillors,

Previously, a MUGA Working Group paper with recommendations was shared with Council for consideration at Full Council Meeting 14th March 2022 and again in July 2022 where Cllr Kirkham presented a report and Council reached the following resolution:

Council Minute 68.1 – 22/07/22

Agreement was reached for the acquisition of a new facility as detailed in Option 1 of Cllr Kirkham's report. An approved budget of £18,500 with an acknowledgement of possible increase due to national economy issues.

Several factors impacted in the opportunity to discharge that resolution. A regular user (Tennis Coach) of several hours each day of the week stopped using the facility. This left the only other user (Netball Club) each Thursday between 5.00pm and 8.00pm from April to October.

In April 2024 an inspection of the facility determined that it was no longer fit for purpose and presented Health and Safety risk and was therefore removed from use.

Since removing it from use in April 2024 I have had regular contact from the Netball Club who are aware of the Councils resolution to remove and replace the Portacabin. They would like to see a facility for storing their equipment each week as a minimum requirement in place by April 2025.

On 06th November 2024 a site meeting with the contractor Mr Leigh Francis of Carlton Building Solutions Limited agreed by resolution minute 68.1 regarding the removal and replacement of the Portacabin. Mr Francis identified the following provisions and considerations required

For the removal of the Unit

1. An articulated HGV and hydraulic lifting gear will be needed.
2. The only access to the MUGA for this purpose is along Sycamore Terrace.
3. Resident's vehicles will need to be moved to facilitate access,
4. There is a large tree at a private dwelling opposite the entrance to St Marys Church Hall that encroaching into the road and will impede the vehicle in both directions especially when loaded. It will require cutting back to the boundary wall to a height of 14 feet. (This will need to be arranged by the Principal Authority as it is on the public highway.)

5. There are further trees over hanging Sycamore Lane which will also require cutting back to residential boundaries and to a height of 14 feet. Sycamore Lane is owned by Magor with Undy Town Council. (This work shall need to be presented for tender in accordance with Financial Regulations.)
6. The contractor has further indicated that the Portacabin is in a very poor condition and could possibly come apart in the lifting operation to load it.

Considerations

- The costs provided with the quotes received and presented to Council in July 2022 will be subject to an unknown increase.
- Additional costs will be incurred as the unit is non-salvageable and whoever removes it is going to be required to pay for its proper disposal.
- Will the replacement be in accord with the previous resolution in replacing like for like with provision of sanitary facilities and with due regard to the equality act?
- Will replacement require planning permission?
- Should Council revise their previous resolution and acquire storage provisions only consequent to changes of use of the facility.

Options

1. To proceed with the resolution 68.1 agreed at Extraordinary Meeting of 27th July 2022 to encourage promote greater use the facility.
2. To consider providing a storage container only in view of the current use and circumstances.

Recommendation

To choose Option 1 and promote greater use of the facilities and also in consideration of an agreed project to implement MUGA Phase 2 intended to provide additional leisure and exercise facilities.

Funds Available – Magor with Undy Town Council Annual Budget by Centre as at 31/10/24
Sycamore Sports Field (170 - 4600). The Budget for 2024/25 is £25,000 agreed in the Finance Meeting January 2024.

Agenda Item 9.1

Bill Lewis

From:

Sent:

To:

Subject:

Public Safety Alert :- Dangerous Pot Holes - Pedestrian Risk of Injury Willowbrook

Attention Town Clerk & Town Mayor

Good Morning,

Please be advised of a potential risk of injury to pedestrians using the lane between Sycamore Terrace, Tennis Courts and the New Hub.

The road surface has over time has become severely eroded to the point where dangerous pot holes have developed, this increases the risk to all pedestrians using the access lane. It is only a matter of time before an incident occurs where someone is injured.

Note: The parking of vehicles from the school entrance down to the Willowbrook / Brookside locations only amplifies the risk for emergency vehicles being able to attend any incident.

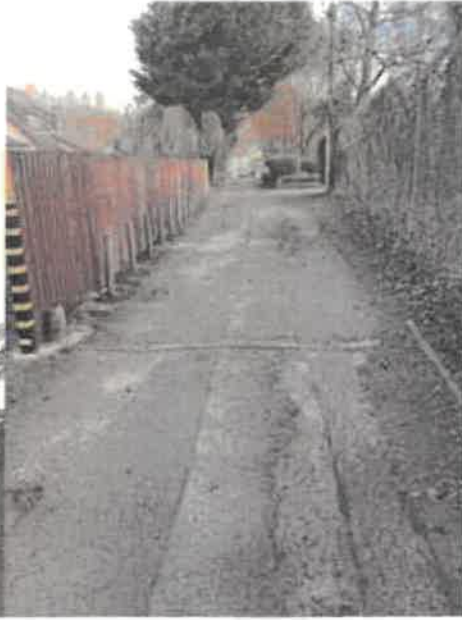
Key Risk Elements:

1/ HIGH PEDESTRIAN TRAFFIC - Pedestrian traffic has increased significantly as local housing development has taken place as with the resulting increase in residents, members of the public accessing the MUGA facility and the new hub

2/ During wet weather the road pools in and around the potholes creating road flooding and is a nightmare to negotiate on foot, more challenging for those with push chairs, young children and the elderly or infirm.

3/ The lane at the Willowbrook location is unlit at night from the entrance through to the bridge over the waterway

I urge the Town Council to conduct a full risk assessment, establish and implement an urgent remediation plan to safeguard the general public using this walkway.





Kind regards