Magor with Undy Town Council Ordinary Meeting of 09th November 2026.

Associated Document Index.

| Agenda Item | Business |
|---|---|
| 5.1 | Draft Minutes of Ordinary Meeting 12/10/26 |
| 5.2 | Public Draft Minutes of Extraordinary Meeting 13/10/26 |
| 6.1 | Microsoft Excel record of receipts & payments and reconciliation records |
| 6.2 | RBS Financial Software reconciliation reports for payments and receipts |
| 6.3 | RBS 'Annual Budget by Centre' budget monitoring report 01st to 31st October 2026. |
| 7.1 | Community Grant Application-Friends of the HUB |
| 7.2 | Community Grant Application-Caldicot Food Bank |
| 11.1 | Replacement Local Development Plan (RLDP) for Newport |

MAGOR
WITH UNDY
TOWN COUNCIL
MAGWYR GYDA
CHYNGOR TREF GWNDY

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# Ordinary Meeting of Monday 12th October 2026 between 19:00 hrs and 20:58 hrs

Draft Minutes of the above meeting held at Magor Baptist Church and remotely via Zoom Meetings

| Magor with Undy Town Council | In attendance/Apologies / Absent |
|---|---|
| Mayor Frances Taylor – Chair | Yes |
| Cllr Paul Cawley | Yes |
| Cllr Penny Kirkham | Yes |
| Cllr Donna James | Apologies |
| Cllr Mike James | Apologies |
| Cllr Victoria Hammett Johnson | Yes |
| Cllr Owen Hammett Johnson | Yes |
| Cllr Mario Bisi | Apologies |
| Cllr Mike Boyland | Yes |
| Cllr Zuzka Hilton | Apologies |
| **Officers** | |
| William Lewis Clerk / RFO | Yes |
| Rachel Jones Business Support & Projects Officer | Yes |
| **Public Attendance** | |
| In Person | 4 |
| Remotely via zoom | 3 |

Draft

**Public Open Forum**

1. County Councillor John Crook thanked the Council for attendance of the Deputy Mayor at the Civic Service at Abergavenny last month. As Magor with Undy are now a Town Council in Monmouthshire that Council should give consideration to the acquisition of a 'chain of office'.
2. A Member of the Public had observations in respect of Agenda Item 7.1 Motion to amend the Multilocation Meeting Protocol and sought clarity of the wording and made representations in respect of the proposed changes. While appreciating the intentions of the motion the resident indicated that there were pitfalls and wished to provide a balanced viewpoint.
3. A Member of the Public asked:
    1. Whether the Town Council would consider erecting measures to restrict access onto Withy Playing Field adjacent to Redwick Road to secure the field from unlawful occupation and improve safety for children using the field.
    2. An update to previous Council Business Resolution in respect of the proposed amendment of the Deed of Covenant relating to the school 'hardstanding' and Sycamore Playing Field.

**77** **Apologies for Councillor absence**

**77.1** To receive and accept any apologies.
*Cllr Donna James, Cllr Mike James, Cllr Mario Bisi and Cllr Z Hilton*

**78** **Declarations of Interest**

**78.1** To receive any declarations of interest in items on the agenda.
*Cllr P Kirkham – Agenda 9.1 (prejudicial) see minute 83.1*

**79** **Chairs Announcements**

**79.1** To receive any update and feedback in respect of meetings, functions, events or matters arising.
*The Chair expressed thanks to County Cllr Crook.*
*The Chair referred to the recent filming at Magor Square by the BBC and Paramount/CBS stating that those organisations had been very complimentary about Magor Square and St Marys Church.*
*The Chair announced her thanks for the effort and clean-up of Magor Square by the Town Team in preparation for the filming.*

**80** **Correspondence**

**80.1** To note that that associated documents (if available) relative to agenda items has been served upon Council Members and published on Council website.

*Members acknowledged receipt.*

**81** **Minutes of Previous meetings**

**81.1** To adopt the draft minutes of the Ordinary Meeting of 14th September 2026.
**Resolution.**
Minutes of 14th September 2026 adopted.

**82** **Finances**

**82.1** Microsoft Excel Records
To receive Microsoft Excel record of receipts & payments and reconciliation records in respect of Barclays Bank Accounts and CCLA/PSDF Investment Account from 01st to 30th September 2026.
**Resolution.**
Microsoft Excel record of receipts & payments and reconciliation records were noted and agreed.

**82.2** Rialtas Business Solutions
To receive and note RBS Financial Software reconciliation reports for payments and receipts in respect of Barclays Bank Accounts and CCLA/PSDF Investment Account from 01st to 30th September 2026 and to agree approved reports shall be signed by RFO and Cllr M James as soon as reasonably practicable.

**Resolution.**
RBS Financial Software reconciliation reports for payments and receipts in respect of Barclays Bank Accounts and CCLA/PSDF Investment Account from 01st to 30th September 2026 were noted and agreed.

**82.3** Rialtas Business Solutions
To receive and note the RBS 'Annual Budget by Centre' budget monitoring report on Microsoft Excel spreadsheet covering from 01st to 30th September 2026.

Draft

**Resolution.**
RBS 'Annual Budget by Centre' budget monitoring report was noted and agreed.

**82.4** New Muga Facilities Unit
To note that Accessible ramps have been installed and a relaunch of the MUGA facilities shall an open event between 1100am and 1.00pm on Friday 30th October 2026.
*Members were brought up to date with progress for the unit to be available for use by booked users of the MUGA and of the arrangements underway for the opening event on 30th October 2026 during school half term with provision of activities and refreshments.*
*The Chair referred to the delivery of this project and presented an open invitation to all Councillors to attend on that day and further expressed thanks to all who played a part in the original working group.*

**83 Motion under Section 9 of Standing Orders**

**83.1** To receive a motion of 23rd September 2026 from Cllr Mike Boyland to amend the Multi-location Meetings Protocol and agree any actions as necessary.

"It was proposed by Councillor Mike Boyland that the Council reviews Section 4.2 of the Multi-location Meetings Protocol and adopts proportionate measures to improve the accessibility, predictability and effectiveness of arrangements for public online attendance.
The Chair invited Cllr Boyland to present his motion after which members responded with their observations each welcoming Cllr Boyland ambition to promote greater participation and inclusivity for persons to engage in Council meetings but each having reservations that the proposal would adversely impact upon the administrative capacity of the office staff.
The Clerk provided the meeting with operational data (Appendix A) relative to the management of requests for provision of the meeting links since the policy was enacted at the meeting of 30th September 2025.
The Chair acknowledged contributions. However, the motion had not been seconded but nevertheless, a very useful debate had ensued and its intent was appreciated.

**Resolution**
The Chair acknowledged contributions and further referenced that while the motion had not received a seconder that the issue had been discussed and that Cllr Boyland was now aware of the view of members. The motion was withdrawn.

**84 Remembrance Sunday 08th November 2026**

**84.1** Remembrance Service
To agree actions necessary for arrangement of the annual Remembrance Service on Sunday 08th November 2026.
*The Clerk appraised the Council of the arrangements that were underway.*
**Resolution.**
It was agreed in the likelihood that there may be a modest expenditure and additional costs associated with, the purchase of metal poppies, crosses and additional stones for the placing of small crosses shall be costed within the civic events budget 130/4355.
*Power to spend*
*General Power of Competence – Sec 24 Local Government and Elections (Wales) Act 2021.*

**84.2** MUTC Poppy Wreath
To agree to purchase of poppy wreath and the award of a donation to the Royal British Legion.

**Resolution.**
Council agreed to the purchase of a wreath and making of a donation of £200 to the Royal British Legion.
*Power to spend*
*Local Government Act 1972 s 137*

**84.3** Veterans Hospitality
To agree that Council shall support the provision of a light lunch at the Golden Lion, Magor Square for Armed Services Veterans with a budget cap of £500 from Civic Events Budget 130/4355.
*Council was appraised of actions that were in progress to determine the numbers of interested persons who wished to attend.*
**Resolution.**
Council agreed to the proposal of supporting the provision of a light lunch for veterans who wished to partake and that costs capped at £500 would be met from Civic Events Budget 130/4355.
*Power to spend*
*General Power of Competence – Sec 24 Local Government and Elections (Wales) Act 2021.*

**85 Christmas 2026 Arrangements and Activity**

**85.1** Supply of Christmas Trees.
To agree the appointment of contractor for supply Christmas Trees subject to 3 quotations received from suppliers.

*Councillor Kirkham left the meeting during the transacting of this business consequent to her 'Declaration of Interest'*

**Resolution.**
Council agreed to accept quotation 1: Supply, delivery, removal and disposal of 2x circa 20ft Christmas Trees + 1x circa 15ft Christmas Tree to be selected by Clerk and located at sites as directed by MUTC costed at £945.00 net from Cost Code 190 'Events' Budget Line 4700 'Christmas'.
*Power to spend*
*General Power of Competence – Sec 24 Local Government and Elections (Wales) Act 2021.*

**85.2** Magor Square Carol Service
To agree actions necessary for holding of the Carol Service on Friday 04th December 2026 in conjunction with the Netherwent Ministry Area and the Magor Baptist Church.
*The Clerk appraised Council of actions underway.*
*The Chair requested Councillors to note the date and start time and requested Cllrs to put themselves forward to present a reading during the Service, which can be agreed closer to the date of the service.*
**Resolution.**
Council agreed to proceed as required with arrangements for the Carol Service.

**85.3** Severn Tunnel Band

To agree to a donation to the Severn Tunnel Band subject to their availability for their supporting of the Magor Square Carol Service.

**Resolution.**

Council agreed to make a donation of £300 to the Severn Tunnel Band subject to their availability for their supporting of the Magor Square Carol Service.

Cost met by Council budget (4370 Carol Service)

*Power to spend*

*General Power of Competence – Sec 24 Local Government and Elections (Wales) Act 2021.*

**85.4** Christmas Window / Shopfront Competition

To agree to the continuance of this competition to be judged by public vote as in 2025 and agree actions necessary.

**Resolution.**

Council agreed that the Christmas Window / Shopfront Competition 2026 winner shall be determined by public vote. Arrangements made for this shall be conducted by Council staff. Councillor(s) shall attend to present trophy of the winning premises.

**86 Sycamore Play Park – Additional Play Equipment.**

**86.1** To note that options for additional play equipment is being explored by the Business Support and Projects Officer.

***For noting only** – The Business Support and Projects Officer informed Council that enquiries had commenced for the introduction of new play equipment, suited to older children, within the available green space at Sycamore Playpark. Council should also consider arrangements and improvements of Mill Reen Playpark.*

**87 Procurators House Quinquennial Inspection**

**87.1** Council to note and agree to the quotation of £1500 in respect of the requirement of the Quinquennial Inspection of the Procurators House pursuant to Financial Regulation 5.12 that states:

The requirement to obtain competitive prices in these regulations need not apply to contracts for specialist services.

**Resolution.**

Council agreed to the instruct the company in respect of the requirement of the Quinquennial Inspection of the Procurators House in accordance with the quotation of £1500. Furthermore, the Clerk shall engage with the company to ascertain details of how the Inspection is conducted.

Cost shall be met by Council budget (4290 Procurators House)

*Power to spend*

*General Power of Competence – Sec 24 Local Government and Elections (Wales) Act 2021.*

**88 Standing Orders**

**88.1** To note that One Voice Wales have published Model Standing Orders 2026 and to agree to adopt these Standing Orders subject to inclusion of existing orders contained within the current MUTC Standing Orders.

*Council noted receipt of the Clerks annotated copy of One Voice Wales Model Standing Orders 2026 which were now compatible with Financial Regulations 2025. It was discussed, proposed and seconded that the review of the OVW Model Standing Orders 2026 should be listed for consideration at the next meeting of the Policy Working Group.*

**Resolved**

Draft

OVW Model Standing Orders 2026 shall be included for review at the next meeting of the Policy Working Group.

**89 Frost Fayre & May Fayre**

**89.1** Portaloo Toilets

To support the annual events arranged by the Magor Churchmen/Events Group by supporting the provision of toilet facilities.

*Councillor Kirkham declared a personal interest in this item and left the meeting during the transacting of this business.*

**Resolution**

Council agreed to support the provision of Portaloo facilities for these annual events.
Costs met from Council budget (4835 Toilets / Amenities).
*Power to spend*
*General Power of Competence – Sec 24 Local Government and Elections (Wales) Act 2021.*

**90 Withy Trees bordering Sycamore allotments**

**90.1** To note that a large Withy Tree came down in the Allotment allocated to Magor Scouts. An inspection was conducted and there is risk of further falling trees due to their height and significant encroachment into the allotments. To further note that the Clerk has sought quotations for pollarding trees to remediate the risk and that Council agree that works shall be scheduled to commence at the earliest opportunity.

*The Clerk expanded upon the potential issue of risk of the falling trees and that quotations had been obtained from two services and that a third was awaited.*

**Resolution.**

Council noted the potential risk that needs to mitigated and that whilst the Clerk has sought quotes, they had not been provided to Council at this time but that subject to financial regulations, the Clerk may need to exercise delegated powers to have necessary works commenced.

**90.2** To note that the Clerk has sought quotations for pollarding trees to remediate the risk and that Council agree that works shall be scheduled to commence at the earliest opportunity within the scope of Financial Regulation 5.18 from Allotments Maintenance budget 120/4300.

**Resolution.**

Further enquiry shall be conducted with National Resource Wales to determine responsibility for the tree cut back and inform them that Council shall proceed with pollarding of the trees, due to safety concerns.
That the cost of works may be authorised under the provisions of Financial Regulations 5.15 & 5.18 which covers delegated authority of the Clerk up to £1,000 or the Clerk in consultation with the Chair for any items between £1,000 and £5,000.

**91 Future Meetings of Full Council.**

**91.1** Extraordinary Meeting – 6.00pm Tuesday 13th October 2026 (Virtual Only)
*No representations were received.*

**91.2** Ordinary Meeting – 7.00pm Monday 09th November 2026 at Magor Baptist Church also Virtual.
*No representations were received.*

Draft

**APPENDIX A**

**MOTION TO AMEND MULTICLOCATION MEETING PROTOCOL.**

**DATA PRESENTED BY CLERK.**

**Protocol administrative and operational data returned since its first operation on 30th September 2025.**

There have been 15 Council meetings operated under this protocol.

To date, the office has received a cumulative total of 100 email requests for the Zoom Link.

Requests compliant with the protocol were answered on the same day or the following day dependent upon when the email was sent.

From experience as the administrator of the Zoom Conference provisions with few exceptions, the same parties have availed themselves of Virtual participation of meetings both prior to and following the implementation of the protocol.

One request which was received prior to the deadline was missed. An apology was presented to the requester.

A total of 28 persons/residents have made requests for different meetings.

Two requests were emailed after the deadline.

Draft

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# Extraordinary Meeting of Tuesday 13th October 2026 between 18:00 hrs and 19:58 hrs

Public Draft Minutes of the above meeting held via Zoom Meetings

| Magor with Undy Town Council | In attendance/Apologies / Absent |
|---|---|
| Mayor Frances Taylor – Chair | Yes |
| Cllr Paul Cawley | Yes |
| Cllr Penny Kirkham | Yes |
| Cllr Donna James | Apologies |
| Cllr Mike James | Apologies |
| Cllr Victoria Hammett Johnson | Yes |
| Cllr Owen Hammett Johnson | Yes |
| Cllr Mario Bisi | Apologies |
| Cllr Mike Boyland | Apologies |
| Cllr Zuzka Hilton | Absent |
| **Officers** | |
| William Lewis Clerk / RFO | Absent |
| Rachel Jones Business Support & Projects Officer | Absent |
| **Public Attendance** | |
| In Person | 0 |
| Remotely via zoom | 0 |
| Tony Graham - One Voice Wales/SLCC Consultant | In attendance |

**92 Apologies for Councillor absence**

**92.1** To receive and accept any apologies.

Apologies were received from Cllr D James, Cllr M James, Cllr M Boyland and Cllr M Bisi

**93 Declarations of Interest**

**93.1** To receive any declarations of interest in items on the agenda.

The Chair Cllr F Taylor declared a personal and prejudicial Interest in Agenda Item 4.1 and advised that she would recuse herself from that item and leave the room (virtual room).

**94 Exclusion of Press & Public pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960**

**94.1** To agree that business under Agenda item 4 is pursuant to Section 100A (4) Local Government Act 1972 which provides that the public can be excluded from a meeting where it is likely that,

in view of the nature of the business to be transacted or the nature of the proceedings, if members of the public are present there will be disclosed to them exempt information as defined in one or more of the following paragraphs, Part (1) Schedule (12A) Local Government Act 1972, namely: Paragraph 1; Information relating to any individual. Paragraph 2; Information which is likely to reveal the identity of an individual.

**Resolution**
That under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting based on the confidential nature of the business to be transacted, specifically regarding staffing matters.

Councillor Taylor handed over the meeting to Tony Graham and left the room for the duration of Agenda Item 4.1

**95 Staff Structure and Salary Review**

**95.1** To consider the Executive Summary and Recommendations within the Independent Report into Magor with Undy Town Council Staffing Structure and Salaries and to agree actions as necessary.

**Resolution**
Business item was discussed at length and each recommendation was considered, a proposal was made, seconded and the decision carried.

All principle recommendations were agreed and can be summarised as follows;

**Principal Recommendations**

- To create and openly recruit to an Assistant/Deputy Clerk post.

- Create a dedicated Administrative Officer post
- To consider the creation of a Communications and Community Engagement Officer as a (part time) medium term development.

- The NJC assessment exercise placed the Council at upper LC2, with several characteristics now approaching LC3. Council resolved that on balance and on the evidence available the Council is in the LC3 below substantive range (SCP 33-36).

**95.2** To agree to continuance of engagement with One Voice Wales in respect of consultancy support to complete policy reviews and the implementation of agreed recommendations as set out in the Staff Structure and Salary Review.

**Resolution**
Business item was discussed, proposal was made, seconded and decision carried.

**95.3** To agree a budget cap of £4000.00 for the remainder of OVW consultancy support which shall be drawn from Professional Fees budget line/cost centre 110/4120.

**Resolution**

Draft

That engagement with One Voice Wales for HR support shall be continued and the cost of such shall be capped at £4000.00 and reconciled against Magor with Undy Town Council Professional Fees budget.
*Power to spend:*
*General Power of Competence – Sec 24 Local Government and Elections (Wales) Act 2021.*

The meeting was concluded at 19:32 hrs

Draft

**Agenda Item 6. Finance**

| | |
|---|---|
| **6.1** | Microsoft Excel Records |
| **6.2** | RBS Financial Software reconciliation reports |
| **6.3** | RBS 'Annual Budget by Centre' |

AGENDA ITEM 6.1
EXCEL RECORDS OF RECEIPTS/PAYMENTS & RECONCILIATION TO 31/10/26

## RECEIPTS

| DATE | REF | Recon | PAYER | DESCRIPTION | CURRENT ACCOUNT 60604844 | BPA 1 (General Savings) 25738507 | PSDF/CCLA | VAT | ALLOTMENT | PRECEPT | GRANTS | GENERAL RECEIPTS | TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| B/fwd | | | | | -31622.10 | 21112.08 | 543,206.29 | 11663.47 | 1471.00 | 260000.00 | 0.00 | 379.20 | 906209.94 |
| 5.10.26 | CR/10/01 | R | BBC | Filming Location payment-Council Office | 1000.00 | | | | | | | | 1,000.00 |
| 5.10.26 | TRFR/10/02 | R | BPA TO CA | PAYMENTS DUE | 10000.00 | -10000.00 | | | | | | | 0.00 |
| 7.10.26 | CR/10/03 | R | UNDY 15B | ALLOTMENT RENT | | | | | 35.00 | | | | 35.00 |
| 7.10.26 | CR/10/04 | R | UNDY 19 | ALLOTMENT RENT | | | | | 35.00 | | | | 35.00 |
| 7.10.26 | CR/10/05 | R | UNDY 23&25 | ALLOTMENT RENT | | | | | 70.00 | | | | 70.00 |
| 7.10.26 | CR/10/06 | R | UNDY 29 | ALLOTMENT RENT | | | | | 35.00 | | | | 35.00 |
| 2.10.26 | TRFR/10/07 | R | CCLA/PSDF | INVESTMENT INCOME | | | 1,585.67 | | | | | | 1,585.67 |
| 8.10.26 | CR/10/08 | R | UNDY 12 (CHQ) | ALLOTMENT RENT | | | | | 35.00 | | | | 35.00 |
| 8.10.26 | CR/10/09 | R | UNDY 01B | ALLOTMENT RENT | | | | | 35.00 | | | | 35.00 |
| 19.10.26 | CR/10/10 | R | UNDY 09 | ALLOTMENT RENT | | | | | 35.00 | | | | 35.00 |
| 23.10.26 | CR/10/11 | R | CBS PARAMOUNT+ | FILMING. 08/10/26 SQUARE | 500.00 | | | | | | | | 500.00 |
| 26.10.26 | TRFR/10/12 | R | PSDF/CCLA TO CA | INTERNAL TRANSFER | 50000.00 | | -50,000.00 | | | | | | 0.00 |
| 26.10.26 | TRFR/10/13 | R | BPA TO CA | PAYMENTS DUE | 10000.00 | -10000.00 | | | | | | | 0.00 |
| | | | | | | | | | | | | | 0.00 |
| | | | | | | | | | | | | | 0.00 |
| | | | | | |

## PAYMENTS

| DATE | TRANS NO | REF - Minute No | PAYEE | DESCRIPTION | Reason | SALARIES | ESTABLISHMENT | S.137 | BANK CHARGES | VAT | TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|
| B/fwd | | | | | | 46016.30 | 165,425.98 | 0.00 | 52.20 | 21933.33 | 233428.09 |
| 05/10/2026 | DD 221 | 4155 | GRENKE LEASING | PRINTER/COPIER LEASE | R | | 143.31 | | | 28.66 | 171.97 |
| 05/10/2026 | DD 222 | 4100 | BARCLAYS | BANK CHARGES | R | | | | 12.10 | | 12.10 |
| 05/10/2026 | DD 223 | 4190 | ZOOM | VIRTUAL MEETINGS PLATFORM | R | | 12.99 | | | 2.60 | 15.59 |
| 06/10/2026 | DCD 224 | 4220 | COOP MAGOR | PROVISIONS FOR COFFEE WITH CLLRS | R | | 6.95 | | | | 6.95 |
| 06/10/2026 | DCD 225 | 4150 | CURRYS NEWPORT(226659933) | LENOVO REPLACEMENT PC | R | | 432.47 | | | 86.50 | 518.97 |
| 06/10/2026 | DCD 226 | 4600-170 | WICKES NEWPORT (336725881) | MATERIALS FOR MUGA UNIT WORK | R | | 27.46 | | | 5.49 | 32.95 |
| 07/10/2026 | DD 227 | 4475 | RESTORE DATASHRED | CONFIDENTIAL WASTE DISPOSAL | R | | 82.90 | | | 16.58 | 99.48 |
| 07/10/2026 | BACS 228 | 4080 | ONE VOICE WALES | CONFERENCE ATTENDANCE X 3 | R | | 210.00 | | | | 210.00 |
| 07/10/2026 | BACS 229 | 4460-150 | MERLIN ENVIRONMENTAL SVCS | DOG WASTE COLLECTION | R | | 1,040.40 | | | 208.08 | 1,248.48 |
| 07/10/2026 | BACS 230 | 4215 | MUCH | YOUTH HALL HIRE 5 WEEKS | R | | 320.00 | | | | 320.00 |
| 07/10/2026 | BACS 231 | 4812 | MUCH | CITIZENS OUTREACH - MUCH HIRE | R | | 13.00 | | | | 13.00 |
| 07/10/2026 | BACS 232 | 4600-170 | CARLTON BUILDING SOLUTIONS | MUGA RAMPS SUPPLY AND INSTALL | R | | 4,270.00 | | | 854.00 | 5,124.00 |
| 07/10/2026 | BACS 233 | 4050 | STAFF MEMBER | MILEAGE CLAIM RE OVW CONFERENCE | R | | 79.30 | | | | 79.30 |
| 08/10/2026 | DD 234 | 4200-115 | BRITISH GAS | COUNCIL OFFICE ELECTRIC | R | | 44.52 | | | 2.23 | 46.75 |
| 08/10/2026 | DD 235 | 4240-115 | MON CC | COUNCIL OFFICE RATES | R | | 195.00 | | | | 195.00 |
| 08/10/2026 | DCD 236 | 4380 - 130 | AMAZON | CONSUMABLES FOR ST DAVIDS DAY EVENT 2027 | R | | 39.37 | | | 7.88 | 47.25 |
| 09/10/2026 | DCD 237 | 4380 - 130 | AMAZON | CONSUMABLES FOR ST DAVIDS DAY EVENT 2027 | R | | 65.13 | | | 13.02 | 78.15 |
| 09/10/2026 | DCD 238 | 4380 - 130 | AMAZON | CONSUMABLES FOR ST DAVIDS DAY EVENT 2027 | R | | 8.71 | | | 1.74 | 10.45 |
| 12/10/2026 | DD 239 | 4170 | ANGLOTECHGROUP (SIT) | TELPHONE AND BB - Inv 43762 | R | | 90.79 | | | 18.16 | 108.95 |
| 14/10/2026 | DCD 240 | 4360-130 | ROYAL BRITISH LEGION | POPPY WREATH AND DONATION | R | | 212.50 | | | 42.50 | 255.00 |
| 15/10/2026 | SO 241 | 4215-110 | MON CC - MONLIFE | YOUTH SERVICES MONTH # 5 | R | | 1,500.00 | | | | 1,500.00 |
| 19/10/2026 | DCD 242 | 4080 | SLCC | RJ- FILCA TRAINING COURSE | R | | | | | | 168.00 |
| 19/10/2026 | DD 243 | 4170 | EE MOBILE | STAFF PHONE CONTRACT | R | | 45.66 | | | 9.13 | 54.79 |
| 21/10/2026 | DD 244 | 4200-170 | BRITISH GAS | MUGA ELECTRICS | R | | 23.65 | | | 0.93 | 24.58 |
| 27/10/2026 | BACS 245 | 4700-190 | BLACHERE ILLUMINATIONS | FESTIVE LIGHTING | R | | 2,847.45 | | | 569.49 | 3,416.94 |
| 27/10/2026 | BACS 246 | 4190-110 | MICROSHADE FLOTEK | IT SOFTWARE AND SECURITY | R | | 244.52 | | | 48.90 | 293.42 |
| 27/10/2026 | BACS 247 | 4440-150 | MON CC | SLA TOWN TEAM | R | | 7,843.61 | | | 1,568.72 | 9,412.33 |
| 27/10/2026 | BACS 248 | 4550-160 | MON CC | SLA ROSPA INSPECTIONS | R | | 120.19 | | | 24.04 | 144.23 |
| 27/10/2026 | BACS 249 | 4205-115 | SQUEAKY CLEAN - 529363766 | OFFICE CLEAN | R | | 44.00 | | | 8.80 | 52.80 |
| 27/10/2026 | BACS 250 | 4220 | EBERNEEZER BAPTIST CHAPEL | PLACEMAKING PUBLIC CONSULTATION | R | | 45.00 | | | | 45.00 |
| 27/10/2026 | BACS 251 | 4220 | EBERNEEZER BAPTIST CHAPEL | ST DAVIDS DAY WG | R | | 10.00 | | | | 10.00 |
| 27/10/2026 | BACS 252 | 4220 | EBERNEEZER BAPTIST CHAPEL | PLACEMAKING DELIVERY GROUP | R | | 15.00 | | | | 15.00 |
| 27/10/2026 | BACS 253 | 4120-110 | ONE VOICE WALES | HR support 140826 TO 131026 | R | | 716.94 | | | | 716.94 |
| 30/10/2026 | BACS 254 | 4115 | CHEPSTOW ACCOUNTANCY | SALARY ADMINISTRATION | R | | 30.00 | | | | 30.00 |
| 30/10/2026 | BACS 255 | 4000-110 | STAFF SALARY | STAFF-HMRC & TORFAEN PENSION | R | 7,669.39 | | | | | 7,669.39 |
| 21/10/2026 | DCD 256 | 4205-170 | INITIAL WASHROOM HYGEINE 209918933 | ANNUAL CONTRACT - MUGA UNIT | R | | 249.60 | | | 49.92 | 299.52 |
| 23/10/2026 | DCD 257 | 4380 - 130 | AMAZON | CONSUMABLES FOR ST DAVIDS DAY EVENT 2027 | R | | 44.78 | | | 8.96 | 53.74 |
| 30/10/2026 | BACS 258 | 4050 | STAFF MEMBER | MILEAGE CLAIM RE SLCC MEETING USK TOWN HALL-EMPLOYMENT LAW | R | | 18.00 | | | | 18.00 |
| 30/10/2026 | BACS 259 | 4080 | ONE VOICE WALES TRAINING (PC) | Effective Staff Management - Module 18 | R | | 44.00 | | | | 44.00 |
| 30/10/2026 | BACS 260 | 4205-115 | ADRIAN YEARSLEY | WINDOW CLEANER | R | | 7.00 | | | | 7.00 |
| 30/10/2026 | DCD 261 | 4155 | ANGLOTECHGROUP (SIT) | PRINTING COST | R | | 42.45 | | | 8.49 | 50.94 |
| 30/10/2026 | DCD 262 | 4355-130 | COSTCO WHOLESALE-650786252 | CONSUMABLES - MUGA EVENT 30/10 | R | | 36.24 | | | 7.24 | 43.48 |
| 30/10/2026 | DCD 262a | 4355-130 | COSTCO WHOLESALE | CONSUMABLES - MUGA EVENT 30/10 | R | | 36.85 | | | | 36.85 |
| | | | | | | 53685.69 | 186,685.72 | 0.00 | 64.30 | 25525.39 | 266129.29 |

RECONCILIATION

| | | |
|---|---|---|
| **ALL MUTC ACCOUNTS** | | |
| **Barclays Current Account statement balance as at 31/10/26** | | 47,542.28 |
| **Barclays Deposit Account statement balance as at 31/10/26** | | 1,112.08 |
| **CCLA/PSDF Account Statement as at 31/10/26** | | 494,791.96 |
| EXCEL RECORDED BALANCES | | |
| **Current Account** | | 47,542.28 |
| **BPA1 - Gen Dep** | | 1,112.08 |
| **CCLA/PSDF** | | 494,791.96 |
| | | |
| **Total** | | 543,446.32 |
| | | |
| **Total Receipts inc balances b/fwd** | | 909,575.61 |
| **less total payments for month** | | 266,129.29 |
| **Balance of accounts** | | 643,446.32 |

**Bank Reconciliation Statement as at 31/10/2026**
**for Cashbook 1 - Current Bank A/c**

| Bank Statement Account Name (s) | Statement Date | Page No | Balances |
|---|---|---|---|
| Current A/c | 31/10/2026 | | 47,542.28 |
| | | | 47,542.28 |
| **Unpresented Payments (Minus)** | | **Amount** | |
| | | 0.00 | |
| | | | 0.00 |
| | | | 47,542.28 |
| **Unpresented Receipts (Plus)** | | | |
| | | 0.00 | |
| | | | 0.00 |
| | | | 47,542.28 |
| | | **Balance per Cash Book is :-** | **47,542.28** |
| | | **Difference is :-** | **0.00** |

**Signatory 1:**

Name .....Signed .....Date .....

**Signatory 2:**

Name .....Signed .....Date .....

**Bank Reconciliation up to 31/10/2026 for Cashbook No 1 - Current Bank A/c**

| Date | Cheque/Ref | Amnt Paid | Amnt Banked | Stat Amnt | Difference | Cleared | Payee Name or Description |
|---|---|---|---|---|---|---|---|
| 05/10/2026 | DD 221 | 171.97 | | 171.97 | | R | GRENKELEASING |
| 05/10/2026 | DD 222 | 12.10 | | 12.10 | | R | Barclays Bank |
| 05/10/2026 | DD 223 | 15.59 | | 15.59 | | R | Zoom Video Communications |
| 05/10/2026 | BACS | | 1,000.00 | 1,000.00 | | R | Receipt(s) Banked |
| 05/10/2026 | TRFR/10/02 | | 10,000.00 | 10,000.00 | | R | Receipt(s) Banked |
| 06/10/2026 | DCD 224 | 6.95 | | 6.95 | | R | COOP MAGOR |
| 06/10/2026 | DCD 225 | 518.97 | | 518.97 | | R | CURRYS NEWPORT |
| 06/10/2026 | DCD 226 | 32.95 | | 32.95 | | R | WICKES |
| 07/10/2026 | DD 227 | 99.48 | | 99.48 | | R | Restore Datashred |
| 07/10/2026 | BACS 228 | 210.00 | | 210.00 | | R | One Voice Wales |
| 07/10/2026 | BACS 229 | 1,248.48 | | 1,248.48 | | R | Merlin Environmental Services |
| 07/10/2026 | BACS 230 | 320.00 | | 320.00 | | R | M.U.C.H. |
| 07/10/2026 | BACS 231 | 13.00 | | 13.00 | | R | M.U.C.H. |
| 07/10/2026 | BACS 232 | 5,124.00 | | 5,124.00 | | R | CARLTON BUILDING SOLUTIONS |
| 07/10/2026 | BACS 233 | 79.30 | | 79.30 | | R | STAFF |
| 08/10/2026 | DD 235 | 195.00 | | 195.00 | | R | Mon CC |
| 08/10/2026 | DD 234 | 46.75 | | 46.75 | | R | BRITISH GAS |
| 08/10/2026 | DCD 236 | 47.25 | | 47.25 | | R | Amazon Service Europe |
| 08/10/2026 | DCD 237 | 78.15 | | 78.15 | | R | Amazon Service Europe |
| 08/10/2026 | DCD 238 | 10.45 | | 10.45 | | R | Amazon Service Europe |
| 12/10/2026 | DD 239 | 108.95 | | 108.95 | | R | ANGLOTECH Formerly SIT group |
| 14/10/2026 | DCD 240 | 255.00 | | 255.00 | | R | ROYAL BRITISH LEGION |
| 15/10/2026 | SO 241 | 1,500.00 | | 1,500.00 | | R | Mon CC |
| 19/10/2026 | DCD 242 | 168.00 | | 168.00 | | R | SLCC Enterprises Ltd |
| 19/10/2026 | DD 243 | 54.79 | | 54.79 | | R | EE LIMITED |
| 19/10/2026 | BACS | | 280.00 | 280.00 | | R | Receipt(s) Banked |
| 21/10/2026 | DD 244 | 24.58 | | 24.58 | | R | BRITISH GAS |
| 21/10/2026 | DCD 256 | 299.52 | | 299.52 | | R | INITIAL-RENTOKIL |
| 23/10/2026 | DD 257 | 53.74 | | 53.74 | | R | Amazon Service Europe |
| 23/10/2026 | | | 500.00 | 500.00 | | R | Receipt(s) Banked |
| 26/10/2026 | TRFR | | 50,000.00 | 50,000.00 | | R | Receipt(s) Banked |
| 26/10/2026 | TRFR | | -50,000.00 | -50,000.00 | | R | Receipt(s) Banked |
| 26/10/2026 | TRFR/10/12 | | 50,000.00 | 50,000.00 | | R | Receipt(s) Banked |
| 26/10/2026 | TRFR/10/13 | | 10,000.00 | 10,000.00 | | R | Receipt(s) Banked |
| 27/10/2026 | BACS 245 | 3,416.94 | | 3,416.94 | | R | BLACHERE ILLUMINATIONS |
| 27/10/2026 | BACS 246 | 293.42 | | 293.42 | | R | Microshade Bus Consultants Ltd |
| 27/10/2026 | BACS 247 | 9,412.33 | | 9,412.33 | | R | Mon CC |
| 27/10/2026 | BACS 248 | 144.23 | | 144.23 | | R | Mon CC |
| 27/10/2026 | BACS 249 | 52.80 | | 52.80 | | R | SQUEAKYCLEAN |
| 27/10/2026 | BACS 250 | 45.00 | | 45.00 | | R | EBENEEZER BAPTIST CHURCH |
| 27/10/2026 | BACS 251 | 10.00 | | 10.00 | | R | EBENEEZER BAPTIST CHURCH |
| 27/10/2026 | BACS 252 | 15.00 | | 15.00 | | R | EBENEEZER BAPTIST CHURCH |
| 27/10/2026 | BACS 253 | 716.94 | | 716.94 | | R | One Voice Wales |
| 30/10/2026 | BACS 254 | 30.00 | | 30.00 | | R | Chepstow Accountancy |
| 30/10/2026 | BACS 255 | 7,669.39 | | 7,669.39 | | R | SALARY.HMRC&PENSION |
| 30/10/2026 | BACS 258 | 18.00 | | 18.00 | | R | STAFF MILEAGE |
| 30/10/2026 | BACS 259 | 44.00 | | 44.00 | | R | One Voice Wales |
| 30/10/2026 | BACS 260 | 7.00 | | 7.00 | | R | ADRIAN YEARSLEY |

**Bank Reconciliation up to 31/10/2026 for Cashbook No 1 - Current Bank A/c**

| Date | Cheque/Ref | Amnt Paid | Amnt Banked | Stat Amnt | Difference | Cleared | Payee Name or Description |
|---|---|---|---|---|---|---|---|
| 30/10/2026 | DCD 261 | 50.94 | | 50.94 | | R | ANGLOTECH Formerly SIT group |
| 30/10/2026 | DCD 262 | 43.48 | | 43.48 | | R | COSTCO WHOLESALE |
| 30/10/2026 | DCD 262A | 36.85 | | 36.85 | | R | COSTCO WHOLESALE |
| | | 32,701.29 | 71,780.00 | | | | |

**Signatory 1:**

Name .....Signed .....Date .....

**Signatory 2:**

Name .....Signed .....Date .....

**Bank Reconciliation Statement as at 31/10/2026**
**for Cashbook 10 - CCLA-PSDF**

| Bank Statement Account Name (s) | Statement Date | Page No | Balances |
|---|---|---|---|
| CCLA-PSDF | 31/10/2026 | | 494,791.96 |
| | | | 494,791.96 |
| **Unpresented Payments (Minus)** | | **Amount** | |
| | | 0.00 | |
| | | | 0.00 |
| | | | 494,791.96 |
| **Unpresented Receipts (Plus)** | | | |
| | | 0.00 | |
| | | | 0.00 |
| | | | 494,791.96 |
| | | **Balance per Cash Book is :-** | **494,791.96** |
| | | **Difference is :-** | **0.00** |

**Signatory 1:**

Name .....Signed .....Date .....

**Signatory 2:**

Name .....Signed .....Date .....

**Bank Reconciliation up to 31/10/2026 for Cashbook No 10 - CCLA-PSDF**

| Date | Cheque/Ref | Amnt Paid | Amnt Banked | Stat Amnt | Difference | Cleared | Payee Name or Description |
|---|---|---|---|---|---|---|---|
| 05/10/2026 | TRFR | | 1,585.67 | 1,585.67 | | R | Receipt(s) Banked |
| 26/10/2026 | TRFR/10/12 | 50,000.00 | | 50,000.00 | | R | Current Bank A/c |
| 30/10/2026 | BACS 254 | 30.00 | | 30.00 | | R | Chepstow Accountancy |
| 30/10/2026 | BACS 254A | -30.00 | | -30.00 | | R | Chepstow Accountancy |
| | | 50,000.00 | 1,585.67 | | | | |

**Signatory 1:**

Name .....Signed .....Date .....

**Signatory 2:**

Name .....Signed .....Date .....

**Bank Reconciliation Statement as at 31/10/2026**
**for Cashbook 2 - General/Reserve**

| Bank Statement Account Name (s) | Statement Date | Page No | Balances |
|---|---|---|---|
| General Reserve Fund | 31/10/2026 | | 1,112.08 |
| | | | 1,112.08 |
| **Unpresented Payments (Minus)** | | **Amount** | |
| | | 0.00 | |
| | | | 0.00 |
| | | | 1,112.08 |
| **Unpresented Receipts (Plus)** | | | |
| | | 0.00 | |
| | | | 0.00 |
| | | | 1,112.08 |
| | | **Balance per Cash Book is :-** | **1,112.08** |
| | | **Difference is :-** | **0.00** |

**Signatory 1:**

Name .....Signed .....Date .....

**Signatory 2:**

Name .....Signed .....Date .....

**Bank Reconciliation up to 31/10/2026 for Cashbook No 2 - General/Reserve**

| Date | Cheque/Ref | Amnt Paid | Amnt Banked | Stat Amnt | Difference | Cleared | Payee Name or Description |
|---|---|---|---|---|---|---|---|
| 05/10/2026 | TRFR/10/02 | 10,000.00 | | 10,000.00 | | R | Current Bank A/c |
| 26/10/2026 | TRFR/10/13 | 10,000.00 | | 10,000.00 | | R | Current Bank A/c |
| | | 20,000.00 | 0.00 | | | | |

**Signatory 1:**

Name .....Signed .....Date .....

**Signatory 2:**

Name .....Signed .....Date .....

# Magor with Undy Town Council

## Annual Budget - By Centre

### Note: 01.10.26 TO 31.10.26



| | | 2025-2026 | | 2026-2027 | | | | | | 2027-2028 | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | Budget | Actual | Brought Forward | Net Virement | Agreed | EMR | Total | Actual YTD | Agreed | EMR | Carried Forward |
| **100** | **Income** | | | | | | | | | | | |
| 1076 | Precept | 350,000 | 350,000 | 0 | 0 | 390,000 | 313,288 | 390,000 | 260,000 | 0 | 0 | 0 |
| 1090 | Interest Received | 0 | 18,585 | 0 | 0 | 0 | 0 | 0 | -3,926 | 0 | 0 | 0 |
| 1100 | Grants & Donation Received | 0 | 4,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 1110 | Norton Lane | 0 | 325 | 0 | 0 | 0 | 0 | 0 | 325 | 0 | 0 | 0 |
| 1120 | Wayleaves | 0 | 23 | 0 | 0 | 0 | 0 | 0 | 9 | 0 | 0 | 0 |
| 1990 | Other Income | 0 | 1,656 | 0 | 0 | 0 | 0 | 0 | 16,500 | 0 | 0 | 0 |
| | **Total Income** | 350,000 | 374,588 | 0 | 0 | 390,000 | 313,288 | 390,000 | 272,908 | 0 | 0 | 0 |
| | **Movement to/(from) Gen Reserve** | 350,000 | 374,588 | | | 390,000 | | 390,000 | 272,908 | 0 | | |
| **110** | **Administration** | | | | | | | | | | | |
| 4000 | Staff Salary | 121,828 | 95,625 | 0 | 0 | 131,509 | 0 | 131,509 | 53,686 | 0 | 0 | 0 |
| 4050 | Staff Mileage & Benefits | 480 | 93 | 0 | 0 | 480 | 0 | 480 | 138 | 0 | 0 | 0 |
| 4070 | Staff other Expenses | 200 | 123 | 0 | 0 | 200 | 0 | 200 | 0 | 0 | 0 | 0 |
| 4075 | Staff PPE & Uniforms | 400 | 0 | 0 | 0 | 400 | 0 | 400 | 0 | 0 | 0 | 0 |
| 4080 | Training | 3,500 | 716 | 0 | 0 | 4,000 | 0 | 4,000 | 894 | 0 | 0 | 0 |
| 4090 | Councillors Allowances | 3,280 | 2,087 | 0 | 0 | 4,080 | 0 | 4,080 | 1,728 | 0 | 0 | 0 |
| 4091 | Mayors Discretionary Fund. | 1,500 | 688 | 0 | 0 | 0 | 0 | 0 | 650 | 0 | 0 | 0 |
| 4100 | Bank Charges | 500 | 109 | 0 | 0 | 120 | 0 | 120 | 64 | 0 | 0 | 0 |
| 4110 | Audit Fees | 5,000 | 1,735 | 0 | 0 | 2,000 | 0 | 2,000 | 295 | 0 | 0 | 0 |
| 4115 | Chepstow Accountancy (Bureau) | 300 | 300 | 0 | 185 | 275 | 0 | 460 | 210 | 0 | 0 | 0 |
| 4120 | Professional Fees | 29,408 | 10,031 | 0 | -185 | 2,000 | 10,000 | 11,815 | 4,645 | 0 | 0 | 0 |
| 4130 | Subscriptions & Memberships | 1,500 | 1,494 | 0 | 0 | 1,700 | 0 | 1,700 | 42 | 0 | 0 | 0 |
| 4140 | Insurance | 2,100 | 2,032 | 0 | 0 | 3,000 | 0 | 3,000 | 2,166 | 0 | 0 | 0 |

Continued on next page

**Magor with Undy Town Council**

**Annual Budget - By Centre**

**Note: 01.10.26 TO 31.10.26**

| | | 2025-2026 | | 2026-2027 | | | | | | 2027-2028 | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | Budget | Actual | Brought Forward | Net Virement | Agreed | EMR | Total | Actual YTD | Agreed | EMR | Carried Forward |
| 4150 | Stationery & Office Equipment | 800 | 553 | 0 | 0 | 2,000 | 0 | 2,000 | 532 | 0 | 0 | 0 |
| 4155 | Photocopier | 1,500 | 1,384 | 0 | 0 | 1,211 | 0 | 1,211 | 616 | 0 | 0 | 0 |
| 4160 | Postage | 60 | 9 | 0 | 0 | 60 | 0 | 60 | 0 | 0 | 0 | 0 |
| 4170 | Telephone & Broadband | 2,200 | 1,635 | 0 | 0 | 2,000 | 0 | 2,000 | 956 | 0 | 0 | 0 |
| 4180 | Website | 4,000 | 0 | 0 | 0 | 4,000 | 4,000 | 8,000 | 281 | 0 | 0 | 0 |
| 4185 | Survey Monkey | 420 | 330 | 0 | 0 | 340 | 0 | 340 | 0 | 0 | 0 | 0 |
| 4190 | IT | 4,000 | 3,942 | 0 | 0 | 3,850 | 0 | 3,850 | 2,525 | 0 | 0 | 0 |
| 4210 | Grants & Donations Paid | 30,760 | 18,819 | 0 | 0 | 18,000 | 12,000 | 30,000 | 28,975 | 0 | 0 | 0 |
| 4215 | Youth Provision | 20,000 | 18,751 | 0 | 0 | 22,800 | 2,200 | 25,000 | 9,356 | 0 | 0 | 0 |
| 4220 | Hall Hire | 1,000 | 803 | 0 | 0 | 1,000 | 0 | 1,000 | 227 | 0 | 0 | 0 |
| 4225 | Hybrid Meetings | 3,000 | 552 | 0 | 0 | 1,000 | 0 | 1,000 | 5 | 0 | 0 | 0 |
| 4230 | Section 137 Expenditure | 1,550 | 1,490 | 0 | 0 | 2,000 | 0 | 2,000 | 0 | 0 | 0 | 0 |
| 4250 | PWLB Repayment | 10,831 | 10,831 | 0 | 0 | 10,831 | 0 | 10,831 | 5,416 | 0 | 0 | 0 |
| 4260 | Elections | 4,366 | 0 | 0 | 0 | 0 | 4,366 | 4,366 | 0 | 0 | 0 | 0 |
| 4270 | H & S Equipment - PPE & Defibs | 2,500 | 199 | 0 | 0 | 500 | 2,000 | 2,500 | 181 | 0 | 0 | 0 |
| 4285 | Newsletters | 2,500 | 1,553 | 0 | 0 | 2,500 | 0 | 2,500 | 0 | 0 | 0 | 0 |
| 4365 | Consultation Programme | 500 | 0 | 0 | 0 | 500 | 0 | 500 | 0 | 0 | 0 | 0 |
| 4475 | Confidential Waste Disposal | 1,010 | 969 | 0 | 0 | 513 | 0 | 513 | 232 | 0 | 0 | 0 |
| 4812 | Citizens Advice Bureau | 3,000 | 3,000 | 0 | 0 | 10,000 | 0 | 10,000 | 13 | 0 | 0 | 0 |
| | **Overhead Expenditure** | 263,993 | 179,853 | 0 | 0 | 232,869 | 34,566 | 267,435 | 113,832 | 0 | 0 | 0 |
| | **Movement to/(from) Gen Reserve** | (263,993) | (179,853) | | | (232,869) | | (267,435) | (113,832) | 0 | | |
| **115** | **Council Office** | | | | | | | | | | | |
| 4145 | Office Accomodation | 9,350 | 8,059 | 0 | 0 | 8,003 | 0 | 8,003 | 6,192 | 0 | 0 | 0 |

Continued on next page

**Magor with Undy Town Council**

**Annual Budget - By Centre**

**Note: 01.10.26 TO 31.10.26**

| | | 2025-2026 | | 2026-2027 | | | | | | 2027-2028 | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | Budget | Actual | Brought Forward | Net Virement | Agreed | EMR | Total | Actual YTD | Agreed | EMR | Carried Forward |
| 4200 | Utilities | 1,500 | 1,016 | 0 | 0 | 850 | 0 | 850 | 586 | 0 | 0 | 0 |
| 4205 | Cleaning | 1,200 | 1,188 | 0 | 0 | 1,200 | 0 | 1,200 | 577 | 0 | 0 | 0 |
| 4240 | Rates | 3,900 | 3,786 | 0 | 0 | 3,880 | 0 | 3,880 | 1,370 | 0 | 0 | 0 |
| 4300 | Maintenance | 300 | 0 | 0 | 0 | 300 | 0 | 300 | 0 | 0 | 0 | 0 |
| 4400 | Furniture | 500 | 491 | 0 | 0 | 500 | 0 | 500 | 90 | 0 | 0 | 0 |
| | **Overhead Expenditure** | 16,750 | 14,541 | 0 | 0 | 14,733 | 0 | 14,733 | 8,815 | 0 | 0 | 0 |
| | **Movement to/(from) Gen Reserve** | (16,750) | (14,541) | | | (14,733) | | (14,733) | (8,815) | 0 | | |
| **120** | **Allotments** | | | | | | | | | | | |
| 1200 | Allotment Rent | 1,000 | 1,861 | 0 | 0 | 1,931 | 0 | 1,931 | 1,734 | 0 | 0 | 0 |
| | **Total Income** | 1,000 | 1,861 | 0 | 0 | 1,931 | 0 | 1,931 | 1,734 | 0 | 0 | 0 |
| 4245 | Leases | 45 | 45 | 0 | 55 | 45 | 0 | 100 | 45 | 0 | 0 | 0 |
| 4300 | Maintenance | 16,500 | 265 | 0 | -55 | 0 | 16,500 | 16,445 | 263 | 0 | 0 | 0 |
| | **Overhead Expenditure** | 16,545 | 310 | 0 | 0 | 45 | 16,500 | 16,545 | 308 | 0 | 0 | 0 |
| | **Movement to/(from) Gen Reserve** | (15,545) | 1,551 | | | 1,886 | | (14,614) | 1,425 | 0 | | |
| **130** | **Civic Service Events** | | | | | | | | | | | |
| 4350 | Commonwealth Day | 0 | 0 | 0 | 0 | 500 | 0 | 500 | 0 | 0 | 0 | 0 |
| 4355 | Civic Events Other | 440 | 209 | 0 | 0 | 10,000 | 0 | 10,000 | 73 | 0 | 0 | 0 |
| 4360 | Rememberance Sunday | 250 | 242 | 0 | 0 | 250 | 0 | 250 | 213 | 0 | 0 | 0 |
| 4370 | Carol Service | 500 | 0 | 0 | 0 | 500 | 0 | 500 | 0 | 0 | 0 | 0 |
| 4380 | St Davids Day Community Event | 5,000 | 3,938 | 0 | 0 | 5,000 | 0 | 5,000 | 158 | 0 | 0 | 0 |
| | **Overhead Expenditure** | 6,190 | 4,389 | 0 | 0 | 16,250 | 0 | 16,250 | 444 | 0 | 0 | 0 |

Continued on next page

| | | 2025-2026 | | 2026-2027 | | | | | | 2027-2028 | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | Budget | Actual | Brought Forward | Net Virement | Agreed | EMR | Total | Actual YTD | Agreed | EMR | Carried Forward |
| | **Movement to/(from) Gen Reserve** | (6,190) | (4,389) | | | (16,250) | | (16,250) | (444) | 0 | | |
| **140** | **Common Y Coed Development** | | | | | | | | | | | |
| 4300 | Maintenance | 4,000 | 1,180 | 0 | 0 | 4,800 | 5,200 | 10,000 | 5,875 | 0 | 0 | 0 |
| | **Overhead Expenditure** | 4,000 | 1,180 | 0 | 0 | 4,800 | 5,200 | 10,000 | 5,875 | 0 | 0 | 0 |
| | **Movement to/(from) Gen Reserve** | (4,000) | (1,180) | | | (4,800) | | (10,000) | (5,875) | 0 | | |
| **150** | **Outside Spaces** | | | | | | | | | | | |
| 4240 | Rates | 6 | 6 | 0 | 0 | 6 | 0 | 6 | 6 | 0 | 0 | 0 |
| 4245 | Leases | 3 | 0 | 0 | 0 | 3 | 0 | 3 | 3 | 0 | 0 | 0 |
| 4275 | Sycamore Lane | 20,500 | 837 | 0 | 0 | 0 | 20,500 | 20,500 | 0 | 0 | 0 | 0 |
| 4280 | Notice Boards | 14,975 | 11,951 | 0 | 0 | 0 | 3,000 | 3,000 | 133 | 0 | 0 | 0 |
| 4440 | Service Level Agreement | 65,000 | 62,843 | 0 | 0 | 82,725 | 6,000 | 88,725 | 49,592 | 0 | 0 | 0 |
| 4445 | Grass Cutting | 8,400 | 0 | 0 | 0 | 0 | 2,000 | 2,000 | 0 | 0 | 0 | 0 |
| 4450 | Bin Bags | 200 | 48 | 0 | 0 | 200 | 0 | 200 | 0 | 0 | 0 | 0 |
| 4455 | Litter Bins & Benches (new) | 3,000 | 505 | 0 | 0 | 0 | 2,495 | 2,495 | 269 | 0 | 0 | 0 |
| 4460 | Bin Emptying (Dogs) | 15,000 | 12,612 | 0 | 0 | 12,000 | 3,000 | 15,000 | 7,604 | 0 | 0 | 0 |
| 4465 | Plants and Planters | 10,644 | 10,644 | 0 | 0 | 12,900 | 0 | 12,900 | 12,163 | 0 | 0 | 0 |
| 4515 | Environmental project | 4,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4560 | Equipment | 350 | 350 | 0 | 0 | 1,000 | 0 | 1,000 | 0 | 0 | 0 | 0 |
| 4800 | Town Improvement & Placemaking | 57,345 | 42 | 0 | 0 | 91,000 | 57,345 | 148,345 | 0 | 0 | 0 | 0 |
| | **Overhead Expenditure** | 199,423 | 99,839 | 0 | 0 | 199,834 | 94,340 | 294,174 | 69,770 | 0 | 0 | 0 |
| | **Movement to/(from) Gen Reserve** | (199,423) | (99,839) | | | (199,834) | | (294,174) | (69,770) | 0 | | |

Continued on next page

**Magor with Undy Town Council**

**Annual Budget - By Centre**

**Note: 01.10.26 TO 31.10.26**

| | | 2025-2026 | | 2026-2027 | | | | | | 2027-2028 | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | Budget | Actual | Brought Forward | Net Virement | Agreed | EMR | Total | Actual YTD | Agreed | EMR | Carried Forward |
| **160** | **Play Parks** | | | | | | | | | | | |
| 4245 | Leases | 240 | -180 | 0 | 0 | 120 | 0 | 120 | 60 | 0 | 0 | 0 |
| 4300 | Maintenance | 7,000 | 17 | 0 | 0 | 0 | 6,900 | 6,900 | 0 | 0 | 0 | 0 |
| 4550 | Inspections | 2,500 | 859 | 0 | 0 | 0 | 1,750 | 1,750 | 865 | 0 | 0 | 0 |
| 4560 | Equipment | 136,000 | 105,220 | 0 | 0 | 20,000 | 30,780 | 50,780 | 0 | 0 | 0 | 0 |
| | **Overhead Expenditure** | 145,740 | 105,916 | 0 | 0 | 20,120 | 39,430 | 59,550 | 925 | 0 | 0 | 0 |
| | **Movement to/(from) Gen Reserve** | (145,740) | (105,916) | | | (20,120) | | (59,550) | (925) | 0 | | |
| **170** | **Sycamore Sports Field** | | | | | | | | | | | |
| 1300 | MUGA Income | 750 | 483 | 0 | 0 | 750 | 0 | 750 | 63 | 0 | 0 | 0 |
| | **Total Income** | 750 | 483 | 0 | 0 | 750 | 0 | 750 | 63 | 0 | 0 | 0 |
| 4200 | Utilities | 1,000 | -2,112 | 0 | 0 | 340 | 0 | 340 | 201 | 0 | 0 | 0 |
| 4205 | Cleaning | 0 | 0 | 0 | 0 | 1,200 | 0 | 1,200 | 250 | 0 | 0 | 0 |
| 4240 | Rates | 782 | 772 | 0 | 0 | 776 | 0 | 776 | 108 | 0 | 0 | 0 |
| 4245 | Leases | 5 | 5 | 0 | 0 | 5 | 0 | 5 | 0 | 0 | 0 | 0 |
| 4300 | Maintenance | 2,000 | 606 | 0 | 0 | 1,000 | 1,300 | 2,300 | 160 | 0 | 0 | 0 |
| 4550 | Inspections | 265 | 115 | 0 | 0 | 190 | 0 | 190 | 0 | 0 | 0 | 0 |
| 4600 | MUGA Refurbishment | 27,000 | 7,895 | 0 | 0 | 0 | 25,375 | 25,375 | 23,835 | 0 | 0 | 0 |
| 4601 | MUGA Field Improvements | 1,000 | 0 | 0 | 0 | 0 | 1,000 | 1,000 | 0 | 0 | 0 | 0 |
| | **Overhead Expenditure** | 32,052 | 7,281 | 0 | 0 | 3,511 | 27,675 | 31,186 | 24,553 | 0 | 0 | 0 |
| | **Movement to/(from) Gen Reserve** | (31,302) | (6,798) | | | (2,761) | | (30,436) | (24,490) | 0 | | |
| **175** | **Procurators House** | | | | | | | | | | | |

Continued on next page

**Magor with Undy Town Council**

**Annual Budget - By Centre**

**Note: 01.10.26 TO 31.10.26**

| | | 2025-2026 | | 2026-2027 | | | | | | 2027-2028 | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | Budget | Actual | Brought Forward | Net Virement | Agreed | EMR | Total | Actual YTD | Agreed | EMR | Carried Forward |
| 4290 | Procurators House | 12,077 | 0 | 0 | 0 | 0 | 12,077 | 12,077 | 0 | 0 | 0 | 0 |
| | **Overhead Expenditure** | 12,077 | 0 | 0 | 0 | 0 | 12,077 | 12,077 | 0 | 0 | 0 | 0 |
| | **Movement to/(from) Gen Reserve** | (12,077) | 0 | | | 0 | | (12,077) | 0 | 0 | | |
| **180** | **Town / Welcome Booklets** | | | | | | | | | | | |
| 4510 | Town & Welcome Booklets | 3,500 | 0 | 0 | 0 | 0 | 3,500 | 3,500 | 0 | 0 | 0 | 0 |
| | **Overhead Expenditure** | 3,500 | 0 | 0 | 0 | 0 | 3,500 | 3,500 | 0 | 0 | 0 | 0 |
| | **Movement to/(from) Gen Reserve** | (3,500) | 0 | | | 0 | | (3,500) | 0 | 0 | | |
| **190** | **Events** | | | | | | | | | | | |
| 4200 | Utilities | 1,000 | 0 | 0 | 0 | 1,030 | 0 | 1,030 | 0 | 0 | 0 | 0 |
| 4202 | Decoration (incl Bunting etc.) | 1,000 | 737 | 0 | 0 | 1,000 | 0 | 1,000 | 0 | 0 | 0 | 0 |
| 4700 | Christmas | 10,000 | 9,031 | 0 | 0 | 16,000 | 0 | 16,000 | 10,799 | 0 | 0 | 0 |
| | **Overhead Expenditure** | 12,000 | 9,768 | 0 | 0 | 18,030 | 0 | 18,030 | 10,799 | 0 | 0 | 0 |
| | **Movement to/(from) Gen Reserve** | (12,000) | (9,768) | | | (18,030) | | (18,030) | (10,799) | 0 | | |
| **200** | **Potential Future Projects** | | | | | | | | | | | |
| 4810 | Allocated Dog Space | 10,000 | 0 | 0 | 0 | 0 | 10,000 | 10,000 | 0 | 0 | 0 | 0 |
| 4830 | MUGA Courts - 2nd Phase | 55,000 | 0 | 0 | 0 | 0 | 55,000 | 55,000 | 0 | 0 | 0 | 0 |
| 4835 | Toilets / Amenities | 15,000 | 395 | 0 | 0 | 0 | 15,000 | 15,000 | 365 | 0 | 0 | 0 |
| | **Overhead Expenditure** | 80,000 | 395 | 0 | 0 | 0 | 80,000 | 80,000 | 365 | 0 | 0 | 0 |
| | **Movement to/(from) Gen Reserve** | (80,000) | (395) | | | 0 | | (80,000) | (365) | 0 | | |

Continued on next page

**Magor with Undy Town Council**

**Annual Budget - By Centre**

**Note: 01.10.26 TO 31.10.26**

| | 2025-2026 | | 2026-2027 | | | | | | 2027-2028 | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | Budget | Actual | Brought Forward | Net Virement | Agreed | EMR | Total | Actual YTD | Agreed | EMR | Carried Forward |
| **Total Budget Income** | 351,750 | 376,932 | 0 | 0 | 392,681 | 313,288 | 392,681 | 274,704 | 0 | 0 | 0 |
| **Expenditure** | 792,270 | 423,472 | 0 | 0 | 510,192 | 313,288 | 823,480 | 235,686 | 0 | 0 | 0 |
| **Movement to/(from) Gen Reserve** | (440,520) | (46,540) | | | (117,511) | | (430,799) | 39,018 | 0 | | |

**Agenda Item 7. Community Grant Applications**

| | |
|---|---|
| **7.1** | Friends of the Hub |
| **7.2** | Caldicot Foodbank |



# MAGOR WITH UNDY TOWN COUNCIL

## Grant Application Form

**Tel: 01633 882 842 E-mail: admin@office.magorundy.org.uk**
**Council Office, Unit 3 Salisbury House. Magor Square, Caldicot, Monmouthshire NP26 3HY**

**Please refer to the Grant Funding Guidance Policy before submitting your application.**
**If you need any assistance please contact us.**

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**Please indicate what type of funding you are seeking**

**Local Community Support Grant** [X]
*initially considered by Council upon receipt*

**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:**

Friends of the Magor and Undy Community Hub

**Main Contact Name:**

REDACTED

**Contact address:**

REDACTED

**Daytime phone number of contact:**

REDACTED

**Contact e-mail address:**

REDACTED

**Are you a newly formed group? (*less than 1 year*)** Yes ☐ No X☐

**How long has your group been operating?** **17 months, started in May**

**Where and when do you meet?**

Magor and Undy Community Hub – monthly committee meetings and ad hoc meetings

**Do you have a voluntary management committee / steering group?** Yes x☐ No ☐

**Does your group have a formal constitution or set of rules?** Yes x☐ No ☐

**Does your group have an equal opportunities policy / statement?** Yes x☐ No ☐

**Does your group have a Safeguarding policy / statement (Child & Vulnerable Adult protection)?** Yes x☐ No ☐

**Does your group have any DBS checked leaders/organisers?** Yes x☐ No ☐

**Does your group have any qualified First Aiders?** Yes x☐ No ☐

**Does your group use the medium of Welsh?** Yes ☐ No x☐

**Does your group have an annual record of accounts?** Yes x☐ 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 x☐ No ☐

We were starting up as a group and looked for funding to cover our insurance policy as well as ipads for our internet café as well as supplies for our whist group eg. Score cards, table numbers etc. and kitchen items such as tea towels, cutlery, milk jugs etc.

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

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

Friends of the Hub is an association of residents who have joined together to help stage, promote and welcome ideas for community events at Magor and Undy Community Hub.

Our aim is to tackle loneliness, inclusiveness, reduce isolation and to bring the community together by organising and supporting local events, activities and gatherings that encourage friendship, participation and a strong sense of community spirit.

**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?**

Our main income source is from holding quizzes and bingo nights which generates income and this helps to pay for hall hire, tutors, insurance and refreshments

We have no membership charge.

Funds are raised through affordable entry and class fees

Our future events include a cinema night, Christmas quiz and bingo nights

**How much are you applying for?** **£589.99**

When would you require payment? December 2026

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

5 Racking L shape shelving from Amazon - £269.99 to store the increasing amount of equipment, supplies and materials required to support our activities and events. Installing this shelving will help us maintain a safer, tidier and more efficient environment, protect our equipment and ensure everything has a designated place.

2 x Book Spinners with bases – Ebay £160 each = £320.00. In conjunction with Caldicot Library we are seeking to purchase book spinners as part of our plans to establish a book circle. The books will be provided from old stock from Caldicot Library and the spinners will provide an attractive, accessible way to display books, encourage reading and make it easier for the community, especially older and inform residents, to browse and elect titles. This initiative will promote literacy, social interaction (as coffee will be available) and community engagement, providing a welcoming space for people to come together, share their love of reading and build new friendships.

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

| Item | Cost | Funded from |
|---|---|---|
| Racking shelves | £269.99 | Council Grant |
| 2 x book spinners | £320.00 | Council Grant |
| Refreshments + Biscuits/year | £200.00 | Friends of the Hub |
| | | |
| | | |
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| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| **Total project cost:** | **789.99** | |

*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?**

The Book Circle will benefit people of the community of all ages including those who enjoy reading, wish to discover new books or are looking for opportunities to meet others and make friends. It will reduce social isolation, encourage literacy and provide a welcoming inclusive space where people can share interests, connect with others and feel part of the community. The Book Circle will

provide both short- and long-term benefits. In the short term it will encourage people to come together, enjoy reading and develop new friendships. In the long term it will promote literacy, support mental well-being, reduce social isolation and establish a sustainable community activity that encourages ongoing participation, learning and social connections at the Hub.

**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?**

This is mainly aimed at the Magor and Undy community, although residents from other communities would be welcome.

**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.**

We have been applying to the Welsh Church Fund for grant to help with the purchase of a shed to house all our equipment and materials. £2111. It has just been handed in.

**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?**

We have applied to MCC for refreshments and this was successful in 2025 £150

Donation from the Blakemore Foundation - £50

**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.**

If only partial funding is received, we will explore alternative funding opportunities, seek additional donations and consider using our own resources to cover the shortfall. We will prioritise essential items and purchase equipment in stages where necessary, ensuring the project can still proceed within our budget and deliver benefits to the local community

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

| |
|---|
| Funding of the book spinners will help us create an inviting and accessible space for everyone to enjoy. Your support would help us develop this valuable community resource and ensure the Hub continues to provide inclusive, affordable activities that bring residents together and improve quality of life.<br>By funding the racking shelving will help us manage our resources more efficiently protect our equipment and ensure the Friends can continue to grow and provide valuable services and activities for the benefit of the local community |

**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** | **REDACTED** |
| **Sort Code** | **REDACTED** |
| **Account Number** | **REDACTED** |

## 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 Town 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 Town 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 Town 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 Town 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* | x |
| **Signature:** | REDACTED |
| **Date:** | 26th October 2026 |
| **Position in Organisation:** | Chair. Friends of the Hub |

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

**Magor with Undy Town Council, Council Office, Unit 3 Salisbury House. Magor Square, Caldicot, Monmouthshire NP26 3HY or e-mail:**
**admin@office.magorundy.org.uk**

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



# MAGOR WITH UNDY TOWN COUNCIL

## Grant Application Form

**Tel: 01633 882 842 E-mail: admin@office.magorundy.org.uk**
**Council Office, Unit 3 Salisbury House. Magor Square, Caldicot, Monmouthshire NP26 3HY**

**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** [x]
*initially considered by Council upon receipt*

**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:

Caldicot Foodbank

**Main Contact Name:**

Richard Ruff

**Contact address:**

REDACTED
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** [X]

**How long has your group been operating?** 10+ years

**Where and when do you meet?**

we distribute on Friday mornings via Caldicot Council Offices

**Do you have a voluntary management committee / steering group?** **Yes** [x] **No** [ ]

**Does your group have a formal constitution or set of rules?** **Yes** [x] **No** [ ]

**Does your group have an equal opportunities policy / statement?** **Yes** [x] **No** [ ]

**Does your group have a Safeguarding policy / statement (Child & Vulnerable Adult protection)?** **Yes** [x] **No** [ ]

**Does your group have any DBS checked leaders/organisers?** **Yes** [x] **No** [ ]

**Does your group have any qualified First Aiders?** **Yes** [ ] **No** [x]

As we are located in the council offices this is provided by the council staff

**Does your group use the medium of Welsh?** **Yes** [x] **No** [ ]

**Does your group have an annual record of accounts?** **Yes** [x] **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** [x] **No** [ ]

Yes we applied for a small grant last year to support the Xmas Parcel Scheme for 2025

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

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

Caldicot Foodbank helps local people going through short term crisis by issuing emergency food parcels and providing additional support via agencies i.e Mind, MHA

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?**

We predominately rely on financial and food donations from the local community. All our income is spent on food parcels for those requiring the support.

For our Xmas parcel scheme we have also reached out to Caldicot Council who have approved a grant towards this and our Brunch bag scheme which we introduced during school holidays.

How much are you applying for? £1000

When would you require payment? December

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

The grant is to contribute towards our Xmas Parcel scheme based on last years expenditure the project cost £5245 we supported 160 families in the local area. This year we are exploring our options to increase the value of our parcels to include a voucher towards meat or vegetables we anticipate this would cost a further £900 - £1800 (depending on the value of the voucher)

The Xmas parcel scheme is separate to our usual emergency bags this scheme provides additional items to families to enjoy over the festive period

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

| Item | Cost | Funded from |
|---|---|---|
| Have attached copy of last years parcel list | 5245 | Predominately funded from grants any outstanding will be supported from the food bank |
| Vouchers ( pending on total funds) | 1800 | Anticipate the costs to the foodbank likely to be £2000-3000 |
| | | |
| | | |
| | | |
| | | |
| | | |
| **Total project cost:** | **7045** | |

*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?**

This will have a short term benefit the actual numbers for those within the Magor/Undy catchment will depend on the number of nominations that we receive from the various support agencies ie. Children Services, Mind, MHA, District Nurses, Schools

Based on last years figures where we supported approx. 25 would anticipate approx. 30 families this year

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 support families in Caldicot and the surrounding areas Portskewett to Magor and Undy we had a total of 160 families last year

Have any other bodies been approached for grant funding in relation to this specific application/project? **Yes** [x] **No** [ ]

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

As previously mentioned we have received funding from Caldicot Council towards this and our Brunch bags project

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?

We have recently received some funding from the Coop community fund towards our ongoing costs

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.

We will adjust our expenditure accordingly if less funding is received we will have to either limit the number of families we support or reduce the products provided

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

This project is in addition to our main emergency parcel activity hence we reach out for support in order to provide this additional parcel to those families identified by the various agencies etc who would benefit/appreciate this at Christmas

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** | **REDACTED** |
| **Sort Code** | **REDACTED** |
| **Account Number** | **REDACTED** |

## 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 Town 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 Town 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 Town 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 Town 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* | x |
| **Signature:** | |
| **Date:** | November 2026 |
| **Position in Organisation:** | Trustee |

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

**Magor with Undy Town Council, Council Office, Unit 3 Salisbury House. Magor Square, Caldicot, Monmouthshire NP26 3HY or e-mail:**
**admin@office.magorundy.org.uk**

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

**Agenda Item 11. Replacement Local Development Plan (RLDP) for Newport.**

**11.1** Formal consultation information

Ask for/Gofynnwch am John Gibson
Our Ref/Ein Cyf RLDP/DP/
Your Ref/Eich Cyf
Tel/Ffôn 01633 656656
DX 99463 Newport (Gwent) 3
E-Mail/E-Bost Ldp.Consultation@newport.gov.uk

Regeneration and Economic Development
Adfywio a Datblygu Economaidd

Civic Centre/Canolfan Ddinesig
Newport/Casnewydd
South Wales/De Cymru
NP20 4UR

NEWPORT CITY COUNCIL
CYNGOR DINAS CASNEWYDD

26/10/2026

Dear RLDP Consultee,

**NEWPORT REPLACEMENT LOCAL DEVELOPMENT PLAN CONSULTATION**
**26th OCTOBER 2026 – 21st DECEMBER 2026**

**Deposit Plan;**
**Integrated Sustainability Appraisal Report (ISA) and Habitats Regulations Assessment (HRA);**
**Candidate Site Register;**

This letter invites your response on the next key stage in the preparation of the Replacement Local Development Plan (RLDP) for Newport. The RLDP will guide the development of the city over the next 15 years, and this is your opportunity to get involved.

A formal consultation on the Deposit Plan stage begins on the **26th October 2026 and runs for 8 weeks to the 21st December 2026.**

## Deposit Plan

The Deposit Plan represents a full draft of the RLDP, based on the feedback received from previous consultations undertaken and the available evidence base collated. The Deposit Plan sets out the level of housing and employment land provision the RLDP will seek to deliver to meet the forecast demand for Newport up to 2036 and the identified locations where this shall occur. The Deposit Plan also sets out policies, which future applications will be assessed against.

Interested parties are invited to make comments on the proposals set out in the Deposit Plan as a part of the consultation.

## Integrated Sustainability Appraisal Report (ISA) – Deposit Plan and Habitats Regulations Assessment (HRA) – Deposit Plan

An Integrated Sustainability Appraisal (ISA) and a Habitats Regulations Assessment (HRA) are required as part of the development of the RLDP. The ISA – Assessment of the Deposit LDP, represents the third stage of the ISA process. The ISA assesses the proposed policies

and allocations to identify the sustainability impacts of the RLDP across social, economic, health, heritage, equality and Welsh Language topics.

The HRA assesses the impacts of the proposed policies and allocations on internationally important conservation sites. The ISA – Assessment of Deposit LDP and HRA – Deposit Plan have been made available for comments and can be viewed alongside the Deposit Plan.

Interested parties are invited to make comments on these technical documents as a part of the Deposit Plan consultation.

**Candidate Site Register**

A 'Call for Candidate Sites' was undertaken in 2021. As part of the preferred strategy consultation, which ran from 25 October to 20 December 2023, additional candidate site proposals were able to be submitted for consideration. Following this, the Council have prepared an updated Candidate Site Register (CSR) which is a record of the sites submitted to the Council. **The CSR does not propose site allocations** but is simply a record of land submitted to the Council for consideration and provides the results of an initial filtering exercise.

Interested parties are invited to make comments on the CSR as a part of the Deposit Plan consultation.

**Additional Candidate Site Submission**

As part of the Deposit Plan Consultation, additional Candidate Site proposals are able to be submitted for consideration, as set out in the Development Plan Manual (March 2020). Such sites may be proposed for a range of uses that the RLDP makes provision for. These uses could include:

- Housing;
- Employment;
- Retail;
- Community facilities;
- Tourism and recreation;
- Renewable energy;
- Minerals;
- Gypsy and Traveller sites;
- Transport infrastructure;
- Waste;
- Education;
- Health and social care;
- Biodiversity; and
- Green infrastructure

Submissions should be made using the Candidate Sites Form, Guidance Note and Assessment Methodology. **It is important to note that the submission of a Candidate Site does not represent a commitment on the part of the Council to take sites forward into the RLDP.**

**Furthermore, any submissions received will be required to include a higher level of detail to support the proposal, recognising the progression into the later stages of the RLDP preparation.**

**Viewing Documents and Submitting Comments and Candidate Sites**

During the consultation period, you can view the documents for consultation, supporting evidence and access the response form:

**Online** at www.newport.gov.uk/RLDP

**In Person** at Newport Central Library, John Frost Square, NP20 1PA **BY APPOINTMENT ONLY** Tuesday – Friday 9.00 am to 5.30 pm; Saturday 9.00 am to 4 pm

**In Person** at Newport City Council, Civic Centre, NP20 4UR **BY APPOINTMENT ONLY**
Monday - Thursday 9.30 am to 4.30 pm

To arrange an appointment to view at the Civic Centre, Central Library, or find out more information, please contact the Planning Policy Team by:

- Email: LDP.Consultation@newport.gov.uk
- Telephone: 01633 656656

You can submit your comments by:

- Email to: LDP.Consultation@newport.gov.uk
- Letter to: Planning Policy, Newport Civic Centre, Newport, NP204UR.

To request a paper version of the comment form please contact the Planning Policy Team.

**Responses to the Consultation should be received by the Council no later than Monday 21st December 2026.**

Please note that if you supply comments, you will be added to our RLDP database and will be kept informed of future stages. Of course, you are welcome to opt-out at any point in the process in the future by informing a member of the Planning Policy Team. All representations made will be published in accordance with the Newport City Council Planning Policy Privacy Notice.

**Community Engagement Events**

Planning Aid Wales will also be running a series of community engagement events on behalf of the Council, both online and in-person. Sessions will include an overview of what the Deposit Plan Consultation covers and provides an interactive forum for attendees to discuss the proposals and share their thoughts. The Planning Policy Team will not be in attendance for these events.

Please visit he Council's website www.newport.gov.uk/RLDP for more information or contact the Planning Policy Team.

**Drop-In Sessions**

In person drop-in sessions will be available for you to meet with members of the Planning Policy Team where you can discuss any questions you might have about the Deposit Plan.

Details regarding dates and locations of the drop-in sessions will be made available on the Council's website newport.gov.uk/rldp.

If you require further assistance, please contact the Planning Policy Team on 01633 656656 or email LDP.Consultation@newport.gov.uk.

Yours faithfully,

*Andrew Ferguson*

Andrew Ferguson
Planning and Development Manager

NEWPORT
CITY COUNCIL
CYNGOR DINAS
CASNEWYDD

# Newport Replacement Local Development Plan

Help shape the future growth of Newport.

Have your say on the:
***Deposit Plan***
*for the Replacement Local Development Plan*

Consultation is live from **26 October 2026** to **21 December 2026**

For further information visit https://newportrldp.co.uk or scan the QR Code

# Cynllun Datblygu Lleol Newydd Casnewydd

Helpwch i lywio twf Casnewydd yn y dyfodol.

Dweud eich dweud ar y:
***Cynllun Adneuo***
*ar gyfer Cynllun Datblygu Lleol Newydd*

Mae'r ymgynghoriad yn fyw o **26 Hydref 2026** i **21 Rhagfyr 2026**

Am ragor o wybodaeth ewch i https://newportrldp.co.uk/cy/ neu sganiwch y Code YC



NEWPORT
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CASNEWYDD

# Newport Replacement Local Development Plan

## Drop-In Sessions with Council's Planning Policy Team

In person drop-in sessions will be available for you to meet with members of the Planning Policy Team where you can discuss any questions you might have about the Deposit Plan Consultation.

The sessions will run between 09.30am and 4.30pm at the Civic Centre, and between 09.30am and 4.00pm at Newport Central Library (no appointment necessary). Please see the dates below:

Newport City Council, Civic Centre, NP20 4UR:

- Thursday 12 November 2026
- Wednesday 18 November 2026
- Thursday 19 November 2026
- Thursday 26 November 2026
- Tuesday 1 December 2026
- Tuesday 8 December 2026
- Thursday 10 December 2026
- Tuesday 15 December 2026
- Thursday 17 December2026

Newport Central Library, Second Floor, John Frost Square, NP20 1PA:

- Monday 2 November 2026
- Monday 9 November 2026
- Monday 16 November 2026
- Monday 23 November 2026
- Monday 30 November 2026

# Cynllun Datblygu Lleol Newydd Casnewydd

## Sesiynau Galw Heibio gyda Thîm Polisi Cynllunio'r Cyngor

Bydd sesiynau galw heibio wyneb yn wyneb ar gael i chi gwrdd ag aelodau o'r Tîm Polisi Cynllunio lle gallwch drafod unrhyw gwestiynau sydd gennych am yr Ymgynghoriad ar y Cynllun Adneuo.

Bydd y sesiynau'n rhedeg rhwng 09.30yb a 4.30yp yn y Canolfan Ddinesig, a rhwng 09.30yb a 4.00yp yn y Llyfrgell Ganolog Casnewydd (nid oes angen apwyntiad). Gweler y dyddiadau isod:

Cyngor Dinas Casnewydd, Canolfan Ddinesig, NP20 4UR:

- Dydd Iau 12 Tachwedd 2026
- Dydd Mercher 18 Tachwedd 2026
- Dydd Iau 19 Tachwedd 2026
- Dydd Iau 26 Tachwedd 2026
- Dydd Mawrth 1 Rhagfyr 2026
- Dydd Mawrth 8 Rhagfyr 2026
- Dydd Iau 10 Rhagfyr 2026
- Dydd Mawrth 15 Rhagfyr 2026
- Dydd Iau 17 Rhagfyr 2026

Llyfrgell Ganolog Casnewydd, Ail lawr, Sgwâr John Frost, NP20 1PA:

- Dydd Llun 2 Tachwedd 2026
- Dydd Llun 9 Tachwedd 2026
- Dydd Llun 16 Tachwedd 2026
- Dydd Llun 23 Tachwedd 2026
- Dydd Llun 30 Tachwedd 2026



NEWPORT CITY COUNCIL
CYNGOR DINAS CASNEWYDD

Planning Aid Wales
Cymorth Cynllunio Cymru

# Newport Replacement Local Development Plan

## Community Engagement Events with Planning Aid Wales

**Planning Aid Wales will be running a series of community engagement events for the Deposit Plan Consultation for the Replacement Local Development Plan, on behalf of the Council.**

Online workshops:

- Wednesday 9 December 6.00pm -8.00pm
- Thursday 10 December 10.00am – 12.00pm

In-person events:

- **Langstone:** Monday 9 November (6.00pm – 8.00pm), Coldra Court Hotel, Chepstow Road, Langstone NP18 2LX
- **Underwood:** Tuesday 10 November (6.00pm – 8.00pm), Underwood Community Centre, 79 Birch Grove, Underwood, Newport, NP18 2HW
- **Bassaleg**: Monday 16 November (6.00pm – 8.00pm), Graig Community Centre, Cowshed Lane, Bassaleg, Newport, NP10 8HZ
- **Castleton**: Thursday 19 November (6.00 – 8.00pm Masonic Centre, Castleton Rise, Cardiff, CF3 2UR
- **Llanwern:** Monday 23 November (6.00pm – 8.00pm), Llanwern Village Hall, Station Road, Llanwern, NP18 2DW
- **City Centre:** Tuesday 24 November (6.00pm – 8.00pm), Urban Circle, 6 Market St, Newport, NP20 1FU
- **Bettws:** Monday 30 November (6.00pm – 8.00pm), Newport High School, Bettws Lane, Bettws NP20 7YB
- **Caerleon:** Wednesday 2 December (6.00 – 8.00pm), Caerleon Town Hall, 2 Church St, Caerleon, Newport, NP18 1AW

# Cynllun DatblyguLleol Newydd Casnewydd

## Digwyddiadau Ymgysylltu Cymunedol gyda Gymorth Cynllunio Cymru

**Bydd Cymorth Cynllunio Cymru yn cynnal cyfres o ddigwyddiadau ymgysylltu cymunedol ar gyfer yr Ymgynghoriad y Cynllun Adneuo ar gyfer y Datblygu Lleol Newydd (CDLlN), ar ran y Cyngor.**

Gweithdai ar-lein:

- Dydd Mercher, 9 Rhagfyr 6.00yp – 8.00yp
- Dydd Iau, 10 Rhagfyr 10.00yb – 12.00yp

Digwyddiadau wyneb yn wyneb:

- **Langstone:** Dydd Llun 9 Tachwedd (6.00yp – 8.00yp), Gwesty Coldra Court, Heol Cas-gwent, Langstone NP18 2LX
- **Underwood**: Dydd Mawrth 9 Tachwedd (6.00yp – 8.00yp), Canolfan Gymunedol Underwood, 79 Coedwig y Bedw, Underwood, Casnewydd, NP18 2HW
- **Bassaleg:** Dydd Llun 16 Tachwedd (6.00yp – 8.00yp), Canolfan Gymunedol Graig, Lôn y Beudy, Bassaleg, Casnewydd, NP10 8HZ
- **Castleton**: Dydd Iau 19 Tachwedd (6.00yp – 8.00yp), Canolfan Seiri Rhyddion, Castleton Rise, Caerdydd, CF3 2UR
- **Llanwern**: Dydd Llun 23 Tachwedd, (6.00yp – 8.00yp), Neuadd Bentref Llanwern, Ffordd yr Orsaf, Llanwern, NP18 2DW
- **Canol y ddinas:** Dydd Mawrth 24 Tachwedd (6.00yp – 8.00yp), Urban Circle, 6 Stryd y Farchnad, Casnewydd, NP20 1FU
- **Bettws:** Dydd Llun 30 Tachwedd (6.00yp – 8.00yp), Ysgol Uwchradd Casnewydd, Lôn Betws, Betws NP20 7YB
- **Caerllion:** Dydd Mercher 2 Rhagfyr (6.00yp – 8.00yp), Neuadd y Dref Caerleon, 2 Stryd yr Eglwys, Caerllion, Casnewydd, NP18 1AW

To book onto any of the above events scan the QR Code.

I archebu lle ar unrhyw un o'r digwyddiadau uchod, sganiwch y Cod YC.

