

MAGOR WITH UNDY COMMUNITY COUNCIL

Current account statement
balance as at close of
business

31/01/2020

25,117.25

less outstanding cheques

105992	-37.50
106036	-576.00
106041	-37.50
106043	-37.50
106044	-37.50
106046	-37.50
106050	-37.50

-801.00

-801.00

Current Account Balance

24,316.25

Current Account	24,316.25	24,316.25
BPA1 - Gen Dep	304,220.91	304,220.91
BPA2 - Comm Centre	0.00	0.00
BPA3 - Election	0.00	0.00
BPA5 - Cemetery	0.00	0.00
BPA6 - Tennis	0.00	0.00
BPA7 - Allotments	0.00	0.00
BPA8 - Procurators House	0.00	0.00
BPA9 - War Memorial	0.00	0.00
TOTAL		328,537.16

Total Receipts inc balances b/fwd
less total payments

491,633.40
163,096.24
328,537.16

JAN 20

**MAGOR WITH UNDY COMMUNITY COUNCIL
CYNGOR CYMUNED MAGWYR A GWYNDY**

Agenda Item 6.1

CORRESPONDENCE SCHEDULE

for items not on the agenda/circulated to Councillors

10th February 2020

- 1 MCC - Press Releases <http://www.monmouthshire.gov.uk/news>
- 2 MCC – Programme of Works/Monmouthshire’s Road Works
<http://www.monmouthshire.gov.uk/roadworks>
- 3 MCC - Audit Committee
<https://democracy.monmouthshire.gov.uk/ieListMeetings.aspx?Committeed=135>
- 4 MCC – Children and Young People Select Committee
<https://democracy.monmouthshire.gov.uk/mgCommitteeDetails.aspx?ID=136>
- 5 MCC – Economy and Development Select Committee
<https://democracy.monmouthshire.gov.uk/ieListMeetings.aspx?Committeed=137>
- 6 MCC – Licensing and Regulatory Committee
<https://democracy.monmouthshire.gov.uk/ieListMeetings.aspx?Committeed=138>
- 7 MCC - Strong Communities Select Committee
<http://democracy.monmouthshire.gov.uk/ieListMeetings.aspx?Committeed=139>
- 8 MCC – Adult Select Committee
<https://democracy.monmouthshire.gov.uk/ieListMeetings.aspx?Committeed=140>
- 9 MCC - Planning Committee
<http://democracy.monmouthshire.gov.uk/ieListMeetings.aspx?Committeed=141>
- 10 MCC – Democratic Services Committee
<https://democracy.monmouthshire.gov.uk/ieListMeetings.aspx?Committeed=142>
- 11 MCC - Cabinet
<https://democracy.monmouthshire.gov.uk/ieListMeetings.aspx?Committeed=144>
- 12 MCC – Standards Committee
<https://democracy.monmouthshire.gov.uk/mgCommitteeDetails.aspx?ID=145>
- 13 MCC – Standing Advisory Council on Religious Education (SACRE)
<https://democracy.monmouthshire.gov.uk/mgCommitteeDetails.aspx?ID=146>
- 14 MCC – Public Services Board select Committee
<https://democracy.monmouthshire.gov.uk/mgCommitteeDetails.aspx?ID=260>
- 15 MCC - Investment Committee
<https://democracy.monmouthshire.gov.uk/mgCommitteeDetails.aspx?ID=277>
- 16 MCC - Severnside Area Committee
<https://democracy.monmouthshire.gov.uk/ieListDocuments.aspx?CId=149&MId=2606>
- 17 MCC – County Council
<https://democracy.monmouthshire.gov.uk/ieListDocuments.aspx?MId=3877&x=1&LLL=0>
- 18 MCC – Monthly playground inspection report
- 19 MCC – Caldicot Area Town and Community Council Cluster Meeting 23.1.20
- 20 MCC – Monmouthshire Community Review re: Local Democracy Boundary Commission for Wales
<https://ldbc.gov.wales/reviews/01-19/monmouthshire-final-recommendations>
- 21 HAUC - SE Wales HAUC | Coordination Meeting
- 22 Network Rail – notification of live electric rail services between Cardiff and London

MAGOR WITH UNDY COMMUNITY COUNCIL CYNGOR CYMUNED MAGWYR A GWYNDY

- 23 Woodland Trust – Newsletter January 2020
- 24 MAGOR – Update January 2020
- 25 Undy AFC – Agenda/Minutes 3.2.20
- 26 CIC Aneurin Bevan – Notification of planning meeting 11.2.20
- 27 Wales Air Ambulance – Appreciation for donation/Annual Review, 2018/29
- 28 Play for Wales – Winter 2019 magazine, issue 54/Impact Report 2018/19
- 29 CALM – Agenda 15.1.20
- 30 C&WLIDB – Agenda 13.1.20
- 31 GAVO – British Red Cross leaflets re: first aid training
- 32 OVW – Agenda/Minutes Mon/Newport Area Committee 2.4.20
- 33 OVW – Training Schedule February – July 2020
- 34 OVW – Annual Financial Timetable of Actions for Small and Medium Size Councils
- 35 OVW – Minutes National Executive Committee 13.12.19
- 36 MON CC – Confirmation of Community Council Precept 2020/2021
- 37 CADW – Notification of £10,000 grant re: War Memorial
- 38 Resident – Copy correspondence to Mon CC Planning Dept re: Vinegar Hill
- 39 Gwent Police – The Elms/Mill Reports December 2019
- 40 Mon CC – Novel Coronavirus outbreak in Wuhan, China - Public Health Wales guidance:
<https://phw.nhs.wales/news/public-health-wales-response-to-outbreak-in-wuhan-china/>

Councillor Correspondence:

Cllr K Plow – Report January 2020

GLOSSARY

ABCHC – Aneurin Bevan Community Health Council
BCW – Boundary Commission for Wales
CAB – Citizens Advice Bureau
CADW – WG's Historic Environment Service
CALM – Campaign Against a Levels Motorway
C&WLIDB – Caldicot & Wentlooge Levels Internal Drainage Board
CCW – Countryside Commission for Wales
CTA – Community Transport Association
GAVO – Gwent Association of Voluntary Organisations
GLFDCG – Gwent Levels Flood Defence Coastal Group
GWT – Gwent Wildlife Trust
ICO – Information Commissioner's Office
IRP – Independent Remuneration Panel
MAGOR – Magor Action Group On Rail
MCC – Monmouthshire County Council
MHA – Monmouthshire Housing Association
LDGC – Local Democracy and Boundary Commission for Wales
LGA – Local Government Association

LLP – Living Levels Partnership
MUCH – Magor and Undy Community Hub
MUSLA – Magor & Undy Sports & Leisure Association
NAW – National Assembly for Wales
NptCC – Newport City Council
NRW – National Resources Wales
NAPP – National Association for Patient Participations
OVW – One Voice Wale
POSW – Planning Officer's Society for Wales
PPG – Patient Participation Group
PWL – Public Works Loan Board
RSPB – Royal Society for the Protection of Birds
SLCC – Society of Local Council Clerks
SNIC – Stop Newport Incinerator Campaign
SNPT – Severnside Neighbourhood Policing Team
STAG – Severn Tunnel Action Group
TCBC – Torfaen County Borough Council
WG – Welsh Government
WHAUC – Welsh Highway Authorities and Utilities Committee



MAGOR WITH UNDY COMMUNITY COUNCIL

Grant Application Form

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

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

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

Please indicate what type of funding you are seeking

Local Community Support Grant
considered half yearly by Council

☐

Local Youth Support Grant
initially considered by Council upon receipt

☒

Local Community Start-Up Grant
initially considered by Council upon receipt

☐

Name of Group / Organisation:

Gwent Wildlife Trust Magor Marsh Wildlife Warriors

Main Contact Name:

Kathy Barclay

Contact address:

Magor Marsh
Whitewall
Magor

Daytime phone number of contact:

01633 889048

Contact e-mail address:

magormarsh@gwentwildlife.org

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

Yes ☐ No ☒

How long has your group been operating?

10 years

Where and when do you meet?

May-October – Wednesday evenings 6.30-8.30 at Magor Marsh or in the countryside of Gwent.

Do you have a voluntary management committee / steering group?

Yes ☒ No ☐

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

Yes ☒ No ☐

Does your group have an equal opportunities policy / statement?

Yes ☒ No ☐

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

Yes ☒ No ☐

Does your group have any DBS checked leaders/organisers?

Yes ☒ No ☐

Does your group have any qualified First Aiders?

Yes ☒ No ☐

Does your group use the medium of Welsh?

Yes ☐ No ☒

Does your group have an annual record of accounts?

Yes ☐ ☒ No ☐

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

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

Yes ☒ No ☐

Magor and Undy Community Council have given us the following donations previously :

2011 - £200, 2012 - £250, 2013 - £250, 2014 - £550, 2015 - £550, 2016 - £550, 2017 - £550, 2019 - £1000

GWT also received some contribution to the CCTV camera at the site in 2018.

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

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

Gwent Wildlife Trust seeks to protect and enhance the wildlife of Gwent, draw attention to conservation issues through publicity and campaigns, and encourage public enjoyment and awareness of the countryside and its wildlife.

The Wildlife Warriors Youth Club is designed to cater for 20 children and we run a waiting list. We have two groups: 10-14 and 14+ (Warriors PLUS) established in 2016 in order for the long term attendees to gain an accredited outdoor learning Agored Cymru qualification. (7 of them achieved this this year!). We also have 4 adult volunteers to manage the children.

The aim of the group is to help the young people:

- develop conservation and wildlife knowledge and skills providing potential work opportunities within the conservation sector in the future
- feel a sense of belonging (specifically to the Wildlife Warrior Group)
- develop pride for the reserve and feel a sense of belonging to Gwent Wildlife Trust
- become recognised by peers as young people who are taking steps to become better citizens and helping their local community.
- achieve a GWT Wildlife Warrior Award, John Muir Award or Agored Cymru Accreditation and provide volunteering opportunities for young people undertaking their Duke of Edinburgh Award.

The group achieve this by undertaking activities such as wildlife survey work and identification activities, exploring the local countryside such as Gray Hill and Tintern, practical conservation tasks such as willow coppicing, erecting bird boxes, litter picking on the foreshore, forest school activities including use of tools and safe management of fire, survival skills and first aid and outdoor pursuits such as canoeing and hiking (Skirrid).

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 sources this year will be donations, subscriptions and support from the local GWT Chepstow group (after their plant sale in May – this can be up to £500). In the past we have also had funds from Coop, Tesco, Waitrose and Wilkos. We raise these funds by applying for small grants and we will continue to do this this year. This year one of the Wildlife Warriors designed a calendar using her own photos that sold to members and raised £200. We are also applying for other grants on a larger scale to cover all of our education work but we have yet to hear the outcome of this. Our main expenditure is for paying the trained leader to run the sessions safely and our staff to manage the overall programme including marketing, recruitment, training and safety aspects. We do levy a small subscription charge per term of £12 per person per half term. £36 for the whole year. We are planning to increase this to £5 per meeting which will be £50 for the term. Families

have to pay for the accredited award registration fee (currently £40) if their child is undertaking this higher level award. (14+).

How much are you applying for?

£1000

When would you require payment?

April 2020

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

The total cost of running the club for 2020 works out at £4085.00. We are seeking a donation of £1000 towards the cost of the leader's fees, DBS checks, volunteer expenses and refreshments.

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

Item	Cost	Funded from
Leader (Tom Rugg) – for 19 sessions and two planning sessions and expenses	1700	Grants and Donations
GWT staff costs (20 sessions x 2hours) - £37.50 per hour	1500	GWT Core Fund and subs
First Aid Training and DBS checks	150	Grants and donations
Refreshments	100	Grants and donations, subs
Volunteer Expenses	280	Grants and donations
Admin and Support	210	GWT core funds/donation
Total project cost:	3940	

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 year's cohort comprised of 14 local children and 1 local volunteer adult. It definitely has a long term benefit too. We have already seen that if the young people attend Wildlife Warriors for some years it can lead to a career choice in the environmental sector. One is currently seeking to become an environmental consultant and previous members have studied botany and ecology degrees as a direct result of attending Wildlife Warriors. We know that it makes all of the members more aware of their local environment and the amazing nature that it contains. Parents have also acknowledged on several occasions that their children's wellbeing is directly benefitted by attending the club on a regular basis. They are able to spend time with young people of their own age, are constructively active, build their skills and knowledge that leads to increased confidence and self esteem. Several of the young people have been motivated to go on to help GWT in delivering their events and giving their time to other organisations locally (police, guides and Keep Wales Tidy).

The benefits of Wildlife Warriors are that:

- it provides a safe place for children to go outside the home
- it provides education and teaches new skills to individuals

- it encourages young people to respect their environment and understand how to protect it from damage
- increases health and well being of individuals
- it helps educate the parents about the reserve and about nature through their children.
- it teaches children how to enjoy the outdoors safely.
- it provides a sense of achievement by individuals on completion of tasks
- If the site is used in the evenings this decreases the chances of vandalism.

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?

5 children attend Wildlife Warriors on a regular basis but come from Newport, Caldicot and further afield. Both the volunteer adults and young people enjoy attending the group, the activities it provides and the chance to build on their skills generally. Some of the adults have volunteered in other capacities within GWT as a direct result of attending wildlife warriors. The long term benefit for the young people is that they are active, build skills and confidence for their later life. Some have gone on to study ecology and the environment as a result of attending Wildlife Warriors when they were younger. Older children are encouraged to take a lead role so these skills are also invaluable to each individual. Taking responsibility, ownership and getting to know Magor Marsh intimately helps to ground the young people and give them a sense of place.

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.

Local Chepstow Group - £500 (pending),

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?

ASDA Caldicot- £400 for Elderflowers group, GAVO - £250 for Wild Wellbeing Group – not yet received, National Lottery Community Fund; Climate Action Fund (we have included Wildlife Warriors in thi pan Wales bid and have just heard that it has been taken to the final round for submission).

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 we are unable to obtain the funding we will only run the club until July 2020 and the funds will have to come from core GWT funds and a larger increase in subs for the individuals. This is not a

long term solution and makes the club more inaccessible so we will continue to look for funds from a sponsor or grant with the help of our GWT Funding Manager.

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

Canoeing down the River Wye



Sketching the
Severn bridge at
Aust



Visiting the farm

Enjoying the
outdoors



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	Gwent Wildlife Trust Ltd.
Sort Code	30-95-71
Account Number	00162223

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

By signing this form, you are confirming that:



MAGOR WITH UNDY COMMUNITY COUNCIL

Grant Application Form

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

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

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

Please indicate what type of funding you are seeking

Local Community Support Grant
considered half yearly by Council

☒

Local Youth Support Grant
initially considered by Council upon receipt

☐

Local Community Start-Up Grant
initially considered by Council upon receipt

☐

Name of Group / Organisation:

Severn Tunnel Band

Main Contact Name:

Molly Williams

Contact address:



Daytime phone number of contact:



Contact e-mail address:



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

Yes ☐ No ☒

How long has your group been operating? 97 Years

Where and when do you meet?

Friday and Wednesday Evenings in ARW School

Do you have a voluntary management committee / steering group?

Yes ☒ No ☐

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

Yes ☒ No ☐

Does your group have an equal opportunities policy / statement?

Yes ☒ No ☐

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

Yes ☒ No ☐

Does your group have any DBS checked leaders/organisers?

Yes ☒ No ☐

Does your group have any qualified First Aiders?

Yes ☒ No ☐

Does your group use the medium of Welsh?

Yes ☐ No ☒

Does your group have an annual record of accounts?

Yes ☒ No ☐

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

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

Yes ☐ No ☒

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

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

The group runs a training and senior band. The senior band is led by our Musical Director who is funded via the bands fundraising efforts throughout the year. The training band is run by volunteers from the senior band. The training band rehearse once a week with the main objective being to progress to the senior band.

The band organises one main concert a year to help raise money as well as showcase both bands. The band also competes in competitions throughout the year.

Along side the contests and concerts, the band also plays at a number of community events throughout the year, including: church services at Undy and Redwick Church; Remembrance Sunday March and Service; and local carol services.

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 source of income is fundraising from the band. This is mainly done through playing carols in local town centres, supermarkets and around local streets.
We also run a stall at the Magor May Fayre to help raise funds.
Our concerts and other performances also raise money for the band.

The organisation does charge a membership fee of £60 for members who are in the senior band and £40 for members in the training band. This includes tuition and instrument hire/repairs for the members.

This year, we will continue to run a concert and attend performances as well as busk during December. The band is also looking into recording and selling a CD to help raise funds.

The band will also continue using Easy fundraiser to help raise funds.

Our main expenditure is for our Musical Director and rehearsal room hire.

£250

Anytime

The band currently has a shortage of working music stands. The band needs to invest in a full band set of music stands (25) to support the senior and training band in rehearsals and performances.

The current cost of a lightweight music stand is £9.74 on www.gear4music.com. Due to the lightweight and individual carry bags, these will be ideal for the band. Members of the training band would also be able to take a music stand home to support their practice.

Item	Cost	Funded from
Music Stand with Carry Bag by Gear4music, Black	£9.74 per item - x 25	From Grant
Delivery Charge	£11.99	From Grant & Band Funds from previous fundraising
Total project cost:	£ £255.49	

Magor with Undy Community Council Grant Application Form

Who in Magor and Undy will benefit from it?

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

It will directly benefit the members of the organisation but will also allow us to support the members of the training band more effectively, many of who are from the Magor and Undy Area.

This equipment will also mean the band is able to continue performing at local community events and is easily able to transport the equipment as the current equipment is either failing or very heavy.

Due to the nature of the equipment, this will be used for many years to come and will not need to be replaced again soon.

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 will continue supporting local events outside of Magor and Undy as well as continue to attend events/contests across South Wales which support the continuation of Brass Banding.

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.

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 not applied for or received any other funding at this time.

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 the band only receives part of the funding we will buy some of the equipment and try to fundraise to buy the rest. If we are not able to buy a full set, any new stands would be beneficial to the band.

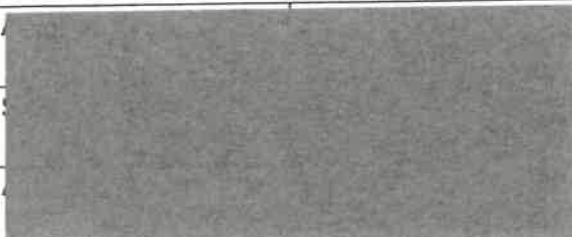
Please use this section if you would like to add any further comments or information to support your application.

Thank you for taking the time to consider our application.

Please find the link to the music stands below:

<https://www.gear4music.com/Woodwind-Brass-Strings/Music-Stand-with-Carry-Bag-by-Gear4music-Black/FMU>

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:



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Please indicate what type of funding you are seeking

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Local Youth Support Grant
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☐

Local Community Start-Up Grant
initially considered by Council upon receipt

☐

Name of Group / Organisation:

Magor Churchmen's Society/Magor Events Group

Main Contact Name:

Rob Ollerton

Contact address:

[Redacted]

Daytime phone number of contact:

[Redacted]

Contact e-mail address:

[Redacted]

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

No

How long has your group been operating?

40 Years

Where and when do you meet?

Monthly at the Church Centre

Do you have a voluntary management committee / steering group?

Yes

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

Yes

Does your group have an equal opportunities policy / statement?

No

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

Yes

Does your group have any DBS checked leaders/organisers?

Yes

Does your group have any qualified First Aiders?

Yes

Does your group use the medium of Welsh?

No

Does your group have an annual record of accounts?

Yes

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

We were granted a contribution some years ago towards the cost of a new PA system which is regularly used not only by us, but also by MAD Theatre company, Magor with Undy Community Council, Magor Church in Wales School PTA and Serenata ladies choir.

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

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

The May and Frost Fayres, and the annual Santa run. We exist to provide community events and to raise money for local charities and good causes. We are run entirely by unpaid volunteers.

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 raise money by selling advertising space in our Frost Fayre and May Fayre newspapers, and renting out stall space at the Fayres. We also make a small charge for the Santa Run, proceeds from which go directly to childrens' charities.

How much are you applying for?

When would you require payment?

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

We wish to purchase a lighting kit (see below) which we could use to light the stage at the Frost Fayre, to light performances by MAD Theatre Company and possible future events held by MUCH and other community groups We attach a supporting letters from MAD Theatre Company and MUCH indicating that they would make good use of the lighting kit. The kit would be made available to any groups within the community which could make good use of it. Currently both Magor Events Group and the Mad Theatre Company have to hire lighting kits from companies in Cardiff, at a substantial cost per event.

22

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

Item	Cost	Funded from
COB LED Stage Lighting Se	£1269.00	Your grant
https://www.terralec.co.uk/stage_lighting_sets/powerful_cob_led_stage_lighting_set/33817_p.html		

Please continue on a separate sheet if necessary

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

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

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

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

None

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

We would probably reconsider purchasing the equipment if the full amount were not granted. No decision has yet been made as a contingency, but it will be considered if and when a part grant were to be awarded.

But to do this would mean taking some funds from our reserves (although this means we would have less to give to charities and local good causes!)

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

Letters from MAD Theatre Company and MUCH are attached. Magor churchmen would take responsibility for the storage and maintenance of the kit.



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Please indicate what type of funding you are seeking

Please indicate what type of funding you are seeking

Local Community Support Grant
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Local Youth Support Grant
initially considered by Council upon receipt

☐

Local Community Start-Up Grant
initially considered by Council upon receipt

☐

Name of Group / Organisation:

Magor Action Group on Rail (MAGOR)

Main Contact Name:

Dawn Turner

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 ☒

How long has your group been operating?

Since 2012

Where and when do you meet?

Usually Golden Lion Inn Function Room, The Square, Magor on a monthly basis

Do you have a voluntary management committee / steering group?

Yes ☒ No ☐

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

Yes ☒ No ☐

Does your group have an equal opportunities policy / statement?

Yes ☐ No ☐ N/A

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

Yes ☐ No ☐ N/A

Does your group have any DBS checked leaders/organisers?

Yes ☐ No ☐ N/A

Does your group have any qualified First Aiders?

Yes ☐ No ☐ N/A

Does your group use the medium of Welsh?

Yes ☐ No ☐ N/A

Does your group have an annual record of accounts?

Yes ☒ No ☐

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

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

Yes ☒ No ☐

Yes we had £500 in 2015 and £500 in 2018

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

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

Our mission

- We aspire to open a gateway to the National Rail Network

Our objective

- To re-open a walkway railway station to serve the community of Magor and Undy

Our target

- To open St David's Day 2021

Unique selling point

- The station could be easily accessed by almost the entire 7000 population of the villages by foot or bicycle in less than 15 minutes
- We will therefore encourage active travel, reduce the number of vehicles on the main road in both Magor and Undy, reduce Carbon emissions and promote healthier lifestyles by walking and cycling

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 source of income is from:

- fund raising at Magor May and Frost Fayres;
- donations (public & related bodies e.g. RMT; and
- grants from public bodies e.g. M.U.C.C.

Up to £500

a.s.a.p.

The grant would be used for day to day costs of our campaign & its promotion:

- These costs otherwise come out of the pockets of the community members of MAGOR

We have received some strong indications that the money for GRIP 3 will come through but requires the group to remain constantly active with such engagements taking place generally on a weekly basis. E.g. this week MAGOR was invited to a day workshop on options to reduce traffic as part of the commission but in place to address the M4 issue.

[illegible]

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 whole of the community of Magor and Undy c 7000 residents and all the businesses will benefit from our project as it will bring a station back into Magor enabling improved travel connections to nearby towns and wider cities. This will improve footfall into Magor for local businesses, easy access for employment in and outside Magor, better connections for children for hobbies and further education. It will reduce pollution and traffic in Magor and ease the congestion on the M4. Magor will have the opportunity to become part of a "tourist" destination with attractions growing in South East Wales e.g. ICC with long term benefits for future generations

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?

Communities outside of Magor will be able to come to Magor more easily without having to use a car to get here. Employers outside of Magor will benefit from people in Magor being able to get to them without using cars, making it far more socially equitable as employment opportunities are significantly reduced for those with limited or no access to cars.

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

Yes ☐ No ☒

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

N/A

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

N/A

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 continue with fund raising activities as before. We have raised some funds through raffles held at Frost & May Fayres and will continue to do so. However many of the prizes come from the members of MAGOR and therefore the commitment from these few people to bring a station back into Magor to benefit the whole of the communities of Magor and Undy would benefit from a grant from M.U.C.C. This is an ongoing project as we strive to attain full funding from Welsh Government.

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

Our aim is to provide an alternative form of transport to motor vehicles. Providing a healthier and safer environment now and for future generations.

We feel there to be an absolute necessity for a railway station to accommodate our rapidly expanding population in Magor and Undy that not only provides easier access to work and other activities for our communities but at the same time reduces pollution and the increasing levels of traffic that pass through our two villages and surrounding villages.

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	
Sort Code	
Account Number	



MAGOR WITH UNDY COMMUNITY COUNCIL

Grant Application Form

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

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

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

Please indicate what type of funding you are seeking

Local Community Support Grant
considered half yearly by Council

☒

Local Youth Support Grant
initially considered by Council upon receipt

☐

Local Community Start-Up Grant
initially considered by Council upon receipt

☐

Name of Group / Organisation:

Magor Primary School PTFA

Main Contact Name:

Danielle Cadden

Contact address:

Magor Primary School
Sycamore Terrace
Magor
Caldicot
NP26 3NB

POST CODE

Daytime phone number of contact:

[REDACTED]

Contact e-mail address:

d: [REDACTED] magorschoolpta@gmail.com

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

Yes ☐ No ☒

How long has your group been operating?

More than 10 years

Where and when do you meet?

Monthly at the Wheatsheaf Inn, Magor

Do you have a voluntary management committee / steering group?

Yes ☒ No ☐

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

Yes ☒ No ☐

Does your group have an equal opportunities policy / statement?

Yes ☐ No ☒

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

Yes ☐ No ☒

Does your group have any DBS checked leaders/organisers?

Yes ☒ No ☐

Does your group have any qualified First Aiders?

Yes ☐ No ☒

Does your group use the medium of Welsh?

Yes ☐ No ☒

Does your group have an annual record of accounts?

Yes ☒ No ☐

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

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

Yes ☐ No ☒

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

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

To raise money for the purpose of supporting Magor CIW Primary School. Our work is carried out purely by volunteers, who give up their time to organise events and fundraising activities so that we can pay for things needed at school that aren't covered by their increasingly stretched budgets. We aim to improve the facilities and equipment available in school and to help provide a positive and happy school experience for the children there.

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 only income source to date has been money we have raised through our fundraising activities. 100% of our expenditure either goes directly towards things needed by the school, experiences for the children or on buying things needed to run our events (in order to raise further money).

Some examples of events we organise are: three raffles per year, Summer and Winter Fayres, uniform shop and second hand uniform shop, quizzes, a secret Santa gift shop, ice cream Fridays, Sports Day refreshments sales and new this year a 2nd hand Christmas Clothing Sale.

Some examples of things we have funded in the last year: Playground gym equipment and activity markings for the Junior Yard, Two new phonics reading schemes for Infants, Money towards Chromebook computers (to top up community council grant received by school), a reading book gift to every child at Xmas, Christingle oranges for the annual church service, a Christmas Pantomime staged at school for the children to enjoy, transport cost for school trips and sports teams, contributions towards the leavers Prom.

We have recently begun applying for grants as a possible new income stream. Currently, we are in Waitrose's coin scheme. We will not know the outcome for a little while but would hope to be awarded around £200 from this which will go towards a commitment to provide a new football kit for the school team. We have also successfully applied to be one of Co-op Magor's Community Causes for the coming year. This means we will be awarded 1% of sales when a member who has nominated us uses their Co-op card. The income that will eventually come from this is unclear. As things stand, a month into the scheme, we have raised around £20.

We will continue running our usual schedule of events and maybe look to introduce some others during quieter months, e.g. foreign coin collections.

How much are you applying for?

£800

When would you require payment?

ASAP

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

To allow us to hire equipment (a face painter and a bouncy castle) for our summer fayre and equipment, licensing and room hire for our proposed afternoon tea event. These events will be run to raise further money for the PTFA. This money would be used on projects to help the children of Magor Primary School. Current projects we are working on are provision of playground equipment, helping with a nurture room for special needs children, computer provision and new sports kits.

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

Item	Cost	Funded from
Face painter (summer fayre)	£120	Grant
Bouncy castle hire (summer fayre)	£200	Grant
TENS license (afternoon tea)	£20	Grant
Room hire (afternoon tea)	£100	Grant
Equipment hire (afternoon tea)	£360	Grant
Food costs (afternoon tea)	£300	PTFA funds
Total project cost:	£1100	

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?

There are currently 350 pupils in the school. Any grant given to us will be used to raise more money, which will be used to benefit the whole school population. The projects we are working on will see a long term benefit with equipment being used over many years to come.

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?

The majority of pupils come from within Magor and Undy, with small numbers coming from outlying villages e.g. Redwick, Whitson and Goldcliff. A small number of pupils remain from Glan Llyn but this is unlikely to last beyond the next two years as the Glan Llyn School is now open. This will again have a long term benefit for these pupils.

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.

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?

Waitrose Coin Scheme – successful – currently in Caldicot – unsure of amount due, likely to be small amount around £200. Will be used towards our commitment to provide new football kit for the school team. Co-op Community Matters – successful but will not receive monies for another year. Currently raised around £20 in one month. If income remains at this level we will raise £240 from this.

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 all the money for the afternoon tea event is not received, we would be unlikely to go ahead with this as the high up-front cost outlay would make it difficult for us to make it a profitable event. If all of the funding for summer fayre is not received, we would still go ahead with the fayre, but without those activities, however this would be a shame as they are likely to be highly profitable for us.

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

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	
Sort Code	
Account Number	

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

By signing this form, you are confirming that:

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

I agree: *(Please tick the box*

☒

Signature:



Dear consultee,

Closure of Mounton House Special School

I am writing to notify you of the Council's decision following the statutory consultation processes concerning the proposed closure of Mounton House Special School.

You will be aware from my previous correspondence that the Council's Cabinet met on the 18th September 2019 and agreed to proceed to the next stages of the statutory process, namely to publish statutory notices concerning the proposed closure of Mounton House Special School with effect from 31st August 2020.

The statutory notices were formally published on **Monday 7th October 2019**, and allowed a 28 day window for any statutory objections to be submitted. The objection period closed on 5th November 2019. An objection report has been produced analyzing the feedback received during the objection period alongside the Council's response to these statutory objections. A copy of the Objection Report is available to view at www.monmouthshire.gov.uk/schoolreorganisation. Hard copies of the Objection Report can also be posted on request.

The Council's Cabinet met on the 8th January 2020 to consider the content of the Objection Report, and made their final decision to proceed with the closure of Mounton House Special School with effect from 31st August 2020.

In determining the proposal, Cabinet Members gave careful consideration to key factors that concern school organisation proposals, particularly the closure of a school, identified within the School Organisation Code (November 2018). A summary of the considerations given to these identified factors can be found under appendix 1 overleaf. The full considerations can be found by studying the statutory documentation concerning these proposals, which can be accessed by visiting www.monmouthshire.gov.uk/schoolreorganisation

The closure of a school is always an extremely difficult decision for Cabinet Members to make, particularly when the school concerned supports some of our most vulnerable children. Whilst appreciating that this decision may cause some upset amongst the school community, the Council believes the decision is the right one to allow us to effectively support the wider (and growing) needs of our children and young people with additional learning needs.

The Council's focus will now be placed on continuing to support those directly affected by these proposals. The employees at the school will continue to receive the maximum levels of support available through this difficult time, and we will continue to assist them wherever possible during this process.

The Council will also continue its support to the parents and children and young people affected by these proposals to ensure that their preference for future

provision is incorporated wherever possible. Our focus will be to ensure their transition to their new provision in September 2020 is as seamless as possible.

Yours sincerely

A handwritten signature in dark ink, appearing to be 'W. McLean', followed by a horizontal line.

Will McLean

Chief Officer for Children and Young People

Mae'r Cyngor yn croesawu gohebiaeth yn Gymraeg, Saesneg neu yn y ddwy iaith. Byddwn yn cyfathrebu â chi yn ôl eich dewis.

Ni fydd gohebu yn Gymraeg yn arwain at oedi.

The Council welcomes correspondence in English or Welsh or both, and will respond to you

Appendix 1

Considerations given by the Council to the key factors of the School Organisation Code (September 2018) in determining the decision to close Mounton House Special School:

Quality and Standards of Education

In recent times, Mounton House has been on an important recovery journey. Estyn placed it in Significant Improvement in 2015. As a result, the school was categorised as a red school i.e. a school requiring the highest levels of support. The school, its staff and partners have worked hard to address areas in need of improvement and as a result, the school was removed from the list of schools requiring significant improvement in November 2017. Since that time, the school continued its journey of improvement and has moved to yellow category, in the last two years as it now needs significantly lower levels of support.

In making its decision, the Council have confidence that the quality and standards of education of those children and young people affected by these proposals will not be significantly compromised.

Need for places and the impact on the accessibility of schools

In making this decision, careful consideration has been given to the demand for school places within the area, more specifically the provision required for the children of Monmouthshire with additional needs. The current designation of Mounton House special School provides education for those children with social, emotional and behavioural difficulties. This diagnosis accounts for only 13% of the total statemented population within Monmouthshire.

The provision at Mounton House Special School is, due to its current designation, too narrowly focused on boys alone and those children of a secondary age. This means that the Council has been unable to meet the needs of many of our children with additional needs and vulnerabilities within their local communities.

The Council's decision to close Mounton House Special School enables investment into providing appropriate provision and support services to meet the needs of a wider range of children and young people with additional needs, including provision for the increasing number of children and young people with a diagnosis of ASD within the County.

The Council is also satisfied that there is suitable alternative provision available for those children and young people affected by the decision to close the school. As a result of this decision, officers will continue works with school staff, parents and the young people involved to discuss these suitable alternatives, ensuring preference is accommodated wherever reasonably possible.

Resourcing of Education and other Financial Implications

Over the last seven years, the number of pupils on roll in Mounton House has reduced significantly. The school has a capacity of fifty-eight places of which forty-two could be residential. When the decision was taken to publish statutory notices, there were sixteen boys in the school with no residential students, offering a surplus capacity of 72.4% (and 100% within the residential offer).

The low numbers of Monmouthshire pupils in the school means that the residual cost to the Authority for the current academic year is currently £131,397 per Monmouthshire pupil. This was anticipated to rise to £262,794 in September 2020.

The Council in making its decision has determined that the provision does not provide the authority with value for money. The population of children with special educational needs in Monmouthshire is growing and bears a considerable pressure in both teaching and financial resource. The costs associated with Mounton House Special School are disproportionately focused towards a very small group of pupils. Monmouthshire has a clear commitment to support all our pupils in order that the 'have the best possible start in life', and the decision to close Mounton House Special School helps us to deliver on this commitment.

Specific Factors in Consideration of School closures

The Council has completed a Future Generations assessment which both acknowledges and mitigates the impact on the community as a result of the decision to close Mounton House Special School.

The Council has also explored alternative options to the closure of Mounton House Special School. In 2018, the Council consulted on a series of reforms to Monmouthshire's Additional Learning Needs (ALN) provision. At the heart of these was the ambition to recreate Mounton House Special School as a broad range Special School and utilise the Mounton House site as a hub for pupils with SEBD and Autistic Spectrum Disorder (ASD) across the county serving both boys and girls of all ages from seven to 16 (or potentially 19).

Following consultation, the proposals were not progressed largely due to the capital costs associated with that transformation. The final design costs were circa £6.4m compared to a prudential borrowing planning expectation of approximately £2m. The costs were calculated by Monmouthshire County Council's property services team using the existing floor area of the school and a median cost as provided by the Building Costs Information Service (BCIS) (Royal Chartered Institute Surveyors' (RCIS)) for the renewal or conversion of special schools. The current quality of the fixed asset is not at an acceptable level in mainstream education.

Consultation on the Local Government and Elections (Wales) Bill

One Voice Wales Response – 3rd January 2020

Consultation on the Local Government and Elections (Wales) Bill

One Voice Wales is recognised by the Welsh Government as the national representative body for community and town councils in Wales. It represents the sector on the Local Government Partnership Council and over 85% of the 735 community and town councils are in membership, with numbers growing year on year. As well as our representative role, we also provide support and advice to councils on an individual basis and have previously launched, with Welsh Government support, a modular training programme for councillors. We believe strongly that community councils are well-placed to develop the economic, social and environmental well-being of the areas they serve and, as such, are active and proactive in debating key issues such as energy policies, environmental issues and strategic planning. Our sector is therefore well placed to contribute to a successful future nation, building community and public services from the bottom up.

One Voice Wales is delighted to respond to the Local Government and Elections (Wales) Bill (the Bill) and welcomes the opportunity of submitting this written submission in support of the planned 'Stage 1 - consideration of general principles' evidence session to the Equality, Local Government and Communities Committee on 15th January 2020 at the Senedd. The response has been co-ordinated and written by Mr Lyn Cadwallader, Chief Executive of One Voice Wales. The Local Government and Elections (Wales) Bill was discussed at the National Executive Committee of One Voice Wales in December 2019 and the views expressed have been incorporated into the response below.

One Voice Wales members recognise that the Bill is a significant and substantial piece of legislation at 176 pages and 683 pages of accompanying documents, including an Explanatory Memorandum and Regulatory Impact Assessment. It includes provisions for:

- Reforming electoral arrangements for local government, including:
- extending the voting franchise to 16- and 17-year olds and foreign citizens legally resident in Wales,
- changes to voter registration, and
- enabling a principal council to choose between the 'first past the post' or the 'single transferable vote' voting systems;
- A general power of competence for principal councils and eligible community councils;
- Reforming public participation in local democracy;
- The leadership of principal councils, including to encourage greater diversity amongst executive members and establishing a statutory position of chief executive;

- The development of a framework and powers to facilitate more consistent and coherent regional working mechanisms;
- A new system for performance and governance based on self-assessment and peer review, including the consolidation of the Welsh Ministers' support and intervention powers;
- Powers to facilitate voluntary mergers of principal councils and restructuring a principal area;
- Local government finance including non-domestic rating and council tax;
- Miscellaneous provisions relating to:
 - information sharing between regulators,
 - abolition of community polls,
 - fire and rescue authorities,
 - the Local Democracy and Boundary Commission for Wales, and
 - Public Service Boards.

The Bill is the culmination of several years of policy consultation, including:

- Draft Local Government (Wales) Bill – November 2015
- Consultation on Electoral Reform – October 2017
- Reforming Local Government: Resilient and Renewed White Paper - January 2017
- Consultation on Powers and Flexibilities – January 2018
- Strengthening Local Government: Delivering for People Welsh Government Green Paper - June 2018
- The Independent Review of the sector in 2018-19 with an outcome report making 46 recommendations to improve the work of the community and town council sector.

One Voice Wales has aimed in its response to make commentary on all the provisions above where relevant and sets out further considerations in its concluding comments. Overall One Voice Wales is pleased with the direction of travel and many of the provisions will assist the community and town council sector to further develop and improve its efficiency and effectiveness and provide opportunities for innovation and greater sustainability. Moreover, the Bill provides for better financial and management governance by community and town councils and this is welcomed and reflects the progressive discussions with Welsh Government over several years.

PART 1 ELECTIONS

Extension of right to vote in local government elections

One Voice Wales supports the intention to extend the local government franchise to foreign citizens on the basis that they are lawful residents of Wales, irrespective of their nationality.

One Voice Wales also supports the proposal to allow 16- and 17-year olds to be able to register to vote in Welsh local government elections.

Voting systems of elections to principal councils

Two voting systems

One Voice Wales recognises the Bill intention to allow principal councils to choose their own voting system, either the current first past the post system or Single Transferable Vote. Whilst One Voice Wales would welcome the Bill requirement for principal councils to consult with community councils in its area before contemplating changing the voting system from one system to another, One Voice Wales is generally supportive of the Electoral Commission's position that there should be a common electoral system across all local authorities to avoid complexity and voter confusion and that local authority's should not be able to choose their own voting systems. One Voice Wales members hold various views of the benefits or otherwise of the Single Transferable Vote for local elections, with the general view concerned that the approach would be administrative complex and confusing if held on the same day as 'first past the post' community and town council elections and that larger electoral wards would need to be created which may undermine the local links between a councillor and his/her community.

Electoral cycles

One Voice Wales supports the proposal to change the electoral cycle for local elections from four to five years. This would bring local government elections into line with the five-year terms for the UK Parliament (as set in the Fixed Term Parliaments Act 2011) and for the Assembly in GoWA 2006. One Voice Wales has previously supported the extension of 4-year terms to 5 years.

Database for electoral registration information

One Voice Wales supports the intention to establish and maintain a national database of electoral registration information.

Registration of local government electors without application

One Voice Wales welcomes the intention for electoral registration officers being able to add electors to the register of local government electors automatically where they are satisfied, they should be entered.

Qualification for membership of a local authority

The Bill (sections 24-26) amends the eligibility criteria for candidates at local government elections to allow a citizen of any country to stand for election and One Voice Wales supports this proposal.

Furthermore, the Bill provides that council officers and employees, other than those holding politically restricted posts, will be entitled to stand for election to their own council. They will only be required to resign their paid employment with the council if they are elected. The Welsh Government's intention is that this will widen the pool of potential candidates while ensuring there is no conflict of interest once the candidate is elected. One Voice Wales supports approaches to make it easier for people to

stand for election and encourage a broader cross-section of the community to consider standing however recommends that before such a provision is introduced that further work is undertaken to explore the risks and challenges associated with employees standing for election can have on governance and relationships for example depending on the outcome of the election unsuccessful candidates may find what they campaigned presents issues in terms of impartiality of administering council matters.

Disqualification of members of local authorities

The Bill amends the disqualification provisions in Wales to disqualify individuals, from standing for election, or holding office as a member of a principal council or community council in Wales, if they are subject to a the notification requirements of, or an order under, the Sexual Offences Act 2003. One Voice Wales supports this amendment.

Piloting of voting arrangements

The provisions in the Bill will enable the Welsh Ministers to direct a Returning Officer, ERO or local authority (where appropriate) to conduct a specific electoral pilot at a local government election. The Welsh Ministers may direct the electoral pilot to take place in a particular area or across the whole authority. Previously the onus was on the Returning Officer, ERO or local authority alone to apply to conduct an electoral pilot. One Voice Wales members did not have an express view on the merit or otherwise of this provision.

Expenditure of returning officers

Meeting expenditure of returning officers

The Bill (Section 28) clarifies that Returning Officers can only claim expenses properly incurred in the running of a local government elections. Personal fees in respect of services rendered during the conduct of a local government elections could not in future be claimed as they would not be deemed as “expenses”. It is proposed that the personal fee will also be removed for National Assembly for Wales elections when an order is next made under article 23 of the National Assembly for Wales (Representation of the People). One voice Wales welcomes this.

During the consultation period One Voice Wales and the Society of Local Council Clerks (SLCC) attended a technical advisory briefing on the Bill with Welsh Government colleagues. The SLCC raised a specific point regarding the clarity of the provisions of section 28 – “there needs to be a sub section inserted or something similar which is unambiguous in language and meaning about personal fees and which states ‘no personal payment is due to the returning officer for services in respect of local government elections. This removes any doubt about how Section 28 will be interpreted.” One Voice Wales concurs with this view.

PART 2 GENERAL POWER of COMPETENCE

The general power (Chapter 1)

One Voice Wales welcomes the provisions for the General Power of Competence (GPoC) included in the Bill. One Voice Wales has long called for a general power of competence and welcomed its inclusion in the White Paper. Local government functions are determined by legislation and so any action performed in the absence of statutory powers is deemed unlawful and consequently One Voice Wales concurs that the existing suite of legislative measures available to Welsh local government is too restrictive. The Local Government (Wales) Measure 2011 extended the Wellbeing power to the community and town council sector however its ability to drive innovation within the sector was curtailed by the fact that it was restricted by the same financial limit as section 137 of the Local Government Act 1972. It had not been anticipated that the limit would be retained on the statute book and hence why the power has had limited use within the sector to date.

Consequently, One Voice Wales welcomes the generality of the power is not limited by the existence of any other power of a 'qualifying local authority' and vice versa any other power of a local authority is not limited by the existence of GPoC. This will remove any doubt about the extent of how the power can be used to encourage the potential devolution of services to community and town councils from principal councils and it is hoped that the power will carry broad appeal amongst community and town councils more generally. Importantly it will provide clarity and reduce the likelihood of community and town councils acting unlawfully.

Eligible community councils (Chapter 2)

One Voice Wales supports the eligibility criteria a local council must meet and the procedure it must follow in order to become an 'eligible community council'.

One Voice Wales fully supports the CiLCA qualification as the sector standard but considers it necessary for Welsh Government to provide funding support to encourage the take up of the qualification for a period of no less than five years. During the Technical Advisory meeting held in December with Welsh Government colleagues the issue of 'other qualifications' arose – One Voice Wales considers that any regulations developed regarding 'other qualifications' would benefit from input by the National Training and Advisory Group (NTAG) including representatives from Welsh Government, One Voice Wales, SLCC, WLGA and others as necessary.

Guidance on exercise of functions under this Chapter

One Voice Wales supports the issuing of guidance to the local council sector about how it should use GPoC.

During discussions at the recent Technical Advisory briefing with SLCC colleagues and Welsh Government the idea of Welsh Government making a grant available to councils who achieve eligible status was discussed. One Voice Wales has made many representations over the last eight or nine years that the sector should be supported via a grant program to facilitate development and improvement and the potential of doing this as an incentive to achieving eligible status would be welcomed by One Voice Wales.

PART 3 PROMOTING ACCESS TO LOCAL GOVERNMENT

The Bill outlines several proposals to encourage a more diverse range of members of the public to engage with local democracy, encourage public participation in council decision-making and support openness and transparency. One Voice Wales promotes and supports democratic engagement, public participation and openness and transparency and has endorsed several previous proposals to support improvements.

Public participation in local government (Chapter 2) principal councils' duty to encourage participation in decision-making in local government

One Voice Wales is supportive of the spirit of the Welsh Government's ambitions and local councils are committed to promoting access to very local government. However, One Voice Wales does not support the duty set out under Section 46 placed on principal councils to encourage local people to participate in decision making by authorities connected with the principal council such as and including local councils. One Voice Wales would be very concerned with such a development as a local authority cannot be responsible for the participation in other levels of government as the responsibility (and risk of non-compliance) should rest with community and town councils as separately accountable bodies. Placing a duty on a local authority to promote participation in community and town councils also undermines their own status, accountability and sovereignty as separate bodies.

Duty to make petition scheme (Section 49)

The Bill repeals community polls and introduces a duty to make a petition scheme which One Voice Wales welcomes this and which we understand the WLGA also agree with – the proposal will reduce burden and costs for the local authority, as well as encouraging a more accessible and immediate mechanism for communities to express their views. Although community polls have generally not been widely used, there is a risk that they can be misinterpreted by the community as binding local referendums which can cause tension between communities, their elected representatives and the council.

Duty to publish official addresses

Section 50 of the Bill refers to principal councils having a duty to publish official addresses for each member and that the address may be an official address such as the council's address rather than a home address. To ensure consistency across both tiers of local government in Wales One Voice Wales would recommend that this duty should also apply to community and town councils.

Annual reports by community councils (Chapter 5)

An Independent Review on the future of community councils in Wales reported its findings in October 2018. The recommendations included that all community councils should be required to report annually on their work.

The Bill requires community councils, as soon as reasonably practicable after the end of each financial year, to prepare and publish an annual report about the council's priorities, activities and achievements during that year.

One Voice Wales in principle supports this development as it will encourage engagement with the local electorate and improve transparency and accountability within the sector. However, One Voice Wales would welcome some transition funding for Councils as set out in the costings in the accompanying documents to the Bill. Annual reporting – or performance management reporting as it could be described – will represent a new resource implication for Councils and to enable their implementation in the short term the provision of a grant would be welcomed. Alongside this clear guidance on how to produce an annual report should be delivered by Welsh Government including advice on the avoidance of delivering separate reports for other legislative requirements eg Environment Act and Wellbeing Act.

Participation at meetings of community councils

One Voice Wales welcomes this proposal – it is already undertaken across many community and town councils in Wales and will ensure consistency of approach, greater opportunity for electoral input and better understanding of the roles and purpose of community and town councils.

Notices etc. of local authority meetings

Section 56 provision and the inclusion of Schedule 4 of the Bill which extends previous amendments made by Section 57 of the Local Government (Democracy) (Wales) Act 2013 to electronically publish the time and place of committee and sub-committees of principal councils and community councils. This is welcomed by One Voice Wales as well as provision for the electronic service of summonses, removal of the prohibition of holding community council meetings in licenced premises and the ability to permit the calling of urgent meetings provided 24 hours' notice is given.

PART 4 LOCAL AUTHORITY EXECUTIVES, MEMBERS, OFFICERS AND COMMITTEES

Conduct of members

Section 67 of the Bill provides that leaders of political groups must take reasonable steps to promote and maintain high standards of conduct by the members of their group. Whilst technically community and town councils are apolitical bodies, we find that in larger community and town councils political group meetings are held. Consequently, it would appear to be a prudent move if the same provision was included in the Bill for community and town councils to ensure consistency across both tiers of local government.

Training of members and staff of community councils

The Bill (Section 72) requires community councils to consider and address the training needs of members and staff. This can be undertaken in a proportionate way recognising the current variation in the scope of what individual councils are responsible for. The purpose of the provisions is to make community councils and their staff more effective and capable, to improve their administration and governance so that they are better able to perform their responsibilities. One Voice Wales welcomes this development as it will assist in driving improvement and development in the sector and in particular address particular capacity and capability issues prevalent at the present time which has all too well been set out by the Wales Auditor General in his annual reports over the last few years. Both One Voice Wales and the Society of Local Council Clerks have comprehensive training courses available to support this development and in addition to this One Voice Wales has a number of agreements with other specialist providers of training, for example, planning training is provided via Planning Aid Wales.

The Bill provides for further guidance and in particular the mandatory training topics – again One Voice Wales welcomes this development and indeed One Voice Wales has developed seven e-learning modules which would form the basis of discussions moving forward as they address the key foundations of knowledge to carry out the role of a Councillor – training courses such as Law, Equalities, Finance, Being an Employer and Health and Safety as well as Code of Conduct. One Voice Wales would welcome grant funding to be made available to Community and Town Councils specifically relating to core mandatory training requirements to encourage better governance and encourage electors to consider taking up the role of councillor in the knowledge they will have adequate support and development mechanisms available to them.

PART 5 COLLABORATIVE WORKING BY PRINCIPAL COUNCILS

Establishing corporate joint committees

This section of the Bill introduces the powers for local authorities and Ministers to establish Corporate Joint Committees (CJCs). One Voice Wales understands the reason for the creation of CJCs in terms of efficiency and effectiveness of working across principal council boundaries.

One Voice Wales notes that the Bill provides for powers local authorities to request the establishment of CJCs covering any functions. The Bill also provides Ministerial powers to establish CJCs in the functions of school improvement, economic development, strategic planning and transport.

The Bill provides the outline of the CJC proposals, however, the detail including specific functions, boundaries and governance arrangements will be covered in Regulations introduced by the Minister.

One Voice Wales would welcome clarification how the views of local councils will be incorporated into the governance arrangements of CJC's to ensure transparency and accountability to local electorates is maintained.

PART 6 PERFORMANCE AND GOVERNANCE OF PRINCIPAL COUNCILS

The Bill proposes a new streamlined performance framework for local government, repealing the Wales Programme for Improvement and performance provisions of the Local Government (Wales) Measure 2009.

In summary, the Bill will introduce a new duty for a council to keep its performance under review to the extent to which it is

- it is exercising its functions effectively,
- it is using its resources economically, efficiently and effectively, and
- its governance is effective for securing the matters set out in paragraphs (a) and (b).

In addition, a council must conduct an annual self assessment of the above duty, publishing a report of this assessment and also commission an independent Panel Assessment of its performance once per municipal term. One Voice Wales would welcome further discussions with Welsh Government colleagues in the role that community and town councillors could play regarding membership of any Panel Assessment process – One Voice Wales has advocated on many occasions the potential for Community and Town Councils to support the scrutiny endeavours of principal councils.

Alongside the proposed reforms to strengthen self-assessment and self-improvement, One Voice Wales is aware the Minister has committed to reinvesting in sector-led improvement support for principal councils through the WLGA. This commitment and recognition of the value of sector-led improvement is particularly welcomed by One Voice Wales and it is hoped that the same commitment could be offered to One Voice Wales as the National representative body for local councils to encourage reforms to strengthen self-assessment and self-improvement – and support the sector to create an improvement and development strategy, providing a framework for good governance, community engagement and council improvement. Considering options for provision of expert advice and support for the sector, within the context of the wider work supporting improvement in local government was highlighted in the Independent Review Panel report and since its publication the need for this level of support has become more acute.

PART 7 MERGERS AND RESTRUCTURING OF PRINCIPAL AREAS

One Voice Wales has previously made comments on the implications of mergers and restructuring of principal areas – concerns about the potential for fewer Unitary Authorities within Wales there is potential for decisions taken during this process to reduce or stop services being provided at the second tier of local government to have significant impacts on the future roles of community and town councils...these are unknowns at the present time but given recent financial impacts on non-statutory services e.g. recently Gwynedd Council stopped funding of 40 youth facilities in their area because of budgetary pressures there is a likelihood that the community and town council sector will have to consider taking on more of this activity in future.

Austerity and retrenchment has already impacted heavily on those we serve. As other public service access points are closing down or having their services reduced dramatically One Voice Wales members we are experiencing an increase in the extent to which local people turn to the Community and Town Councils as a more convenient and effective conduit to secure action / responses from other organisations. Naturally this is impacting on the resources of community and town councils as they are having to face up to challenges previously beyond their remit and this is often compounded by the lack of advanced notification of closure or reduction of service by other public bodies.

The local council sector in Wales is well placed to work up new ways of working and share improvement and developments to ensure sustainable local services for the future. Councils in Wales are not starting from scratch; they can build on a lot of good work that has been going on over the last five years. But the pressures they face are real and growing. Local community councils could provide the most solid bottom-up framework for community governance because they can be independently grounded through democratic legitimacy and statute.

Community and town councils in Wales have a number of basic responsibilities in making the lives of local communities more comfortable. Essentially these powers fall within three main categories:

- representing the whole electorate within the community or town;
- delivering services to meet local needs;
- and striving to improve quality of life in the community or town

One Voice Wales agrees with the Young Foundation who argue that for the sake of innovation, confidence and clarity, make it clear that community and town councils have a principal purpose, for example, “to improve local liveability” (i.e. community safety, environment, activities and infrastructure et as set out in Table 2 above).

Here’s some thought on the potential future roles and responsibilities for community councils which has resonance with the feedback form our member councils and provides a direction of travel for the potential future purpose of the sector:

- **Being asset based leaders** - Identifying, utilising and optimising assets. Local councils can lead the development of asset strategies for their communities to ensure local resources are used to best effect.
- **Achieving fairness for everyone** – addressing the challenges of poverty. With increasing fuel prices local councils could co-ordinate schemes for such as oil purchasing consortiums.
- **Empowering local governance** – development of youth councils. By engaging young people and supporting their involvement in democracy local councils can enable new ideas and initiatives to meet the future needs of their communities.
- **Increasing resources for community benefit** – supporting the development of community renewables. One Voice Wales and Aberystwyth University research on this agenda identifies a ‘facilitator’ role for local councils in communities taking forward community renewable initiatives. This may include funding feasibility studies on energy options creating new local income streams for re-investment.

- **Enjoying locally relevant services** – services designed based on local needs using robust community engagement methods. Increasingly local councils are going to need to demonstrate effective use of precept to their communities – community plans or ‘place plans’ such as those developed by Borth Community Council will enhance local accountability and engagement.
- **Enriching social capital and well-being** – working with social entrepreneurs and social enterprises to jointly deliver services for communities, for example, youth drop-in centres.
- **Valuing local distinctiveness** – initiatives supporting local heritage and tourism. Kidwelly Town Council has designed a range of leaflets attracting visitors to local historic monuments.
- **Developing reliable infrastructure** – creating ‘One Stop Shop’ hubs such as the one being developed by the Penllyn Partnership by Bala Town Council and neighbouring community councils.
- **Enhancing environmental capacity** – embracing bio-diversity initiatives – Llandough Community Council has its own strategy - such as creating new allotments for community growing or community orchards that act not only as a food source but educational resource to local primary schools.
- **Supporting a dynamic local economy** – working with local businesses to support employment initiatives’ including apprenticeships and mentoring schemes

These thematic areas align with the work of the Carnegie Trust, who, over the last six years who have identified key areas of activity to improve local resilience within communities and details of which are set out in their recent publication ‘Supporting Local Places and Local People: Opportunities and Challenges for Welsh Towns’ (Rebekah Menzies 2017).

In light of all the above One Voice Wales would re-iterate the need for Welsh Government to take the opportunity presented by the Bill and help to fully democratise Welsh society by supporting the development of all community areas in Wales having a community or town council and make provision within the Bill to make available grant funding for the development of new community and town councils in those areas where they do not currently exist. This view was clearly expressed in the Independent Review Panel report and the Bill should bring forward enabling provisions to support their development.

PART 8 LOCAL GOVERNMENT FINANCE

One Voice Wales notes the content of this part of the Bill and is disappointed that the overwhelming evidence from the Independent Review Panel report and its recommendations relating to funding of Community and Town Councils has been overlooked.

In their report the Independent Review Panel make the following five observations:

1. To support and encourage Community and Town Councils to work together we believe the Welsh Government should look at mechanisms and incentives to encourage collaboration such as match funding to deliver a joint

collaborative project or legal assistance with formal collaborative arrangements. We know that the Welsh Government already encourages Community and Town Councils to work together for a purpose through their clustering grant. IRP report

2. We believe there are many different avenues which should be explored in relation to additional funding for Community and Town Councils including:
 - Better use of existing funding sources (e.g. raising the precept, using reserves, ability to borrow, power to charge for a discretionary service)
 - New access to funding sources (e.g. eligibility for grants, power to trade)
 - Redistribution of funding provided to Local Government (e.g. proportions of non-domestic rates and council tax; Community Infrastructure Levy)
 - Additional funding (e.g. new local taxation, direct funding from Welsh Government).
3. We believe that Community and Town Councils should be made aware of, and have increased access to, these alternative sources of funding. In addition, we recommend the Welsh Government should explore how the transfer of funding and income related to place-based services taken on by Community and Town Councils can be achieved.
4. Even when increased, there are also cases where precept would not be sufficient to sustainably fund services. The majority of responses to our surveys outlined the need for greater access to funding for Community and Town Councils. Many respondents identified various different funding streams which it is believed Community and Town Councils should have access to. For example, many Community and Town Councils contribute to the viability of their community, which local businesses benefit from. A vast number of responses highlighted the need for Community and Town Councils to receive a proportion of Business Rates. We also understand there are various restrictions on access to some grants for Community and Town Councils.
5. When services are transferred from Local Authorities to Community and Town Councils, there is an expectation that an agreement is found in relation to funding. We know this does not happen and often Community and Town Councils are, effectively, asked to take on liabilities without support. While we recognise the financial constraints on Local Authorities, the presumption should be that where Community and Town Councils take on place-based services the funding / income associated with them comes with them. In addition, any place-based income generated should be received by the community.

One Voice Wales would welcome Welsh Government reconsidering the above recommendations and observations in relation to funding and consider making provisions for appropriate grant funding of the sector to encourage capability and capacity issues as well as driving and innovation and improvement agenda.

PART 9 MISCELLANEOUS

Public Services Boards

Section 161 of the Bill deals with merging and demerging public services boards under the Well-Being of Future Generations (Wales) Act 2015. One Voice Wales that the Bill in its present draft remains silent on representation on Public Service Boards. Following the receipt of the Independent Review Panel report on 3 October 2018 and subsequent Cabinet Secretary statement there was a commitment from Welsh Government over key actions to be taken forward in advance of the next round of local government elections: one of which was to "Add a representative from community and town councils in the area to the list of required 'invited participants' on Public Services Boards. Consequently, One Voice Wales would welcome an additional provision within the Bill enabling community and town council representation on future Public Service Board panels.

Additionally, another key action was to "Facilitate work to strengthen key relationships between community councils and principal councils" and One Voice Wales would welcome putting the establishment of Charter's between the two tiers of Local Government to be placed on a statutory footing to ensure there is regular and consistent engagement between the two tiers of local government to address issues of County and local council concern in particular sustaining locally valued cultural, environmental and leisure services.

Funding to support repair of Church buildings

One Voice Wales made representation to the former Local Government Minister regarding the repealing of the 1894 Act prohibiting Community and Town Councils following a motion at its Annual General meeting. Amending the legislation to enable Community and Town Councils the ability to financially support the repair of church buildings.

One Voice Wales included in its submission to the Independent Review Panel evidence to support the above however it was not considered in the final report. One Voice Wales would welcome Welsh Government considering the repeal of the 1894 Act and subsequently making provision within the Bill for this to be enabled.

Chapter 21 Post implementation review

The Bill sets out that with regards to community councils, officials will take stock of the number of councils declaring themselves eligible to use the general power of competence through a survey after the next local government election. This will be a couple of years after issuing guidance to the sector and commencing provisions. Ahead of the survey, they will monitor the uptake of training through the Welsh Government's national bursary scheme for council clerks and evaluate the numbers completing the qualification. In addition, the Society of Local Council Clerks will report progress on the number of qualified clerks to the National Training Advisory Group, which meets quarterly.

In order to evaluate the effectiveness of the provision to require community councils to publish their training plans, the Welsh Government will monitor these plans

through an annual sample of 10% of community council websites, selected at random.

One Voice Wales supports and welcomes each of the above actions.

Concluding Comments

Community and Town Councils are the most local part of our democracy and play an integral role in the functioning of communities in Wales. They provide our neighbourhoods, villages and towns with a democratic voice and a structure for taking action – real people power at grassroots level.

We need more local democracy with more empowered people and places. The Local Government and Elections Bill provides an opportunity for politicians of all parties to support our most local, an increasingly important, level of governance. A chance to demonstrate their commitment to citizen-led action, which protects local assets and services and delivers responsive services based on local priorities – all of which improves lives and enhances communities.

One Voice Wales wants to work with Government to turn this vision into a reality. We agree with SOLACE's¹ (Society of Local Authority Chief Executives) principles for public services reform:

- **LOCAL SOLUTIONS** have been proven to work most effectively in improving outcomes for communities, achieving greater efficiency and reducing costs.
- **INTEGRATION** has the potential to improve outcomes, transform services and deliver significant financial savings. It is the long-term priority of local councils across all service areas and should be for the wider public services.
- **ACCOUNTABILITY** must be re-invented in the light of pan-public sector whole-place approaches, and it needs to be comprehensible to the public.
- **A NEW CONTRACT WITH COMMUNITIES** is needed to restore trust and build a more sustainable, adaptive relationship between local state and citizen.

There is undoubtedly a wider role for the community and town council sector in the future:

- Community and Town Councillors are committed to their communities and are an under-valued Wales-wide resource. Through their representative body, One Voice Wales, closer connections need to be made with Welsh Government departments.
- In the future there will be an increased expectation on Community and Town Councils' resources by Unitary Authorities, and current arrangements for partnership working between both tiers of local government need to be further enhanced and reflected in joint Charter arrangements that establish a firm foundation for effective working

¹ **OPPORTUNITY KNOCKS:** An alternative manifesto (Graeme McDonald© The Solace Group 2014)

- There is a need to support and build the capacity and skills of community groups to work in partnership with Community and Town Councils as well as raising the general awareness of the powers and responsibilities of this tier of local government.
- Any place-based approach by Welsh Government and its delivery partners should explicitly take account of the role of Community and Town councils and connect them to the local infrastructure and development plans so that they can enhance the effectiveness of locally based approaches and help sustain the continuing benefit of local interventions.

One Voice Wales considers that the Local Government and Elections Bill is taking many steps in the right direction for the future effectiveness of the local council sector however to realise the full potential of the community and town council sector necessary step changes are needed that will enable the Welsh Government to democratise Welsh society – the pace and scale of support not apparent in the Bill in its current form and the key areas for further development include:

- Provisions within the Bill to enable 100% coverage of Wales by community and town councils
- Provisions within the Bill as outlined above that enable the appropriate funding of the sector to realise its ambitions for the communities of Wales.

3 January 2020

MAGOR WITH UNDY COMMUNITY COUNCIL SYCAMORE SPORTS FIELD TENNIS COURTS & MUGA UPDATE

- Liaised with Mike Moran at Mon CC regarding the QS certification of works undertaken to date by contractor SWSG. MM advised that appointed project manager who had been unable to undertake the initial tendering process was unable to do the work due to redundancy, and suggested that Colin Lang (who sub contracts for Mon CC and did the tendering work) continue and undertake the QS certification.
- Contacted Colin Lang to discuss QS certification. He gave his hourly rates, estimated the work at approx. three hours plus mileage (per certificate) and after consulting with the Chair I commissioned him to undertake the QS certificate, as per financial regulations 4.1
- QS also looked at cost of drainage. Provision was put in to the original quote/tender for the sum of £4k. Drainage work was required, coming in over budget by £895 as previously advised to and agreed by Council. QS assessed cost and confirmed it an accurate cost for the works.
- Attended site visit with engineer and QS in respect of certificate one. QS signed off 1st certificate so SWSG could raise their interim invoice for £22,096.01+vat.
- QS attended site a second time to check out valuation for Certificate No. 2. QS has signed it off and a second invoice has been raised for £68,127.59+vat
- A problem was raised in respect of the electricity token boxes. As the lighting would now cover a third court, three token boxes were required instead of two. Allowance had been made for the token box in the quote, however the third box when installed would not be easily accessed – I could not reach in the electrical box far enough to put the token in. Several suggestions and options were discussed. Most suitable would be to fabricate a box to house the token boxes on the side of the existing electrical cabinet. A quote was raised, for **Council's consideration/approval** as this would be additional to the original quotation at a cost of £310 + vat
- Engineer noted that the tender, drawn up by Mon CC, included the layout for basketball etc on the MUGA courts. However, it did not make allowance for the installation of the relevant basketball/netball nets to be integrated in the fence-line. This would be an additional cost of £2,455. Council need to **approve this expenditure**. It could be taken from the allowance made in the tender for the dividing net.
- Supplied further information for Mon CC Planning in respect of lighting levels and mitigation for wildlife including archival materials from 25 years ago to support the planning application.

Clerk

3rd February 2020

Correspondence Address:

Leafield Estate
Stratford Road
WARWICK
CV34 6RA

Telephone: 01926 410 220 ext: 105
Web Site: www.dudleytaylor.co.uk

20th January 2020

21 JAN 2020

Beverly Cawley
Clerk to the Council
Magor with Undy Community Council
Council Office
Magor Police Station
Main Road
Undy Caldicot
NP26 3EH

Dear Ms Cawley

Re: Magor Square Pharmacy – Opening Hours

Thank you for your recent letter regarding the opening hours of our Pharmacy in Magor and your suggestion to open earlier each morning, to line up with the opening hours of the Doctor's Surgery at Dorset House.

Apologies if we seem to have been slow to respond, as although your letter is dated the 3rd September 2019, we only received it on the 9th January 2020. Fortunately, the more recent timing of your letter coincides with our annual review of the opening hours of all of our Pharmacies, so we have been reviewing the situation in Magor in the last few weeks.

We have been considering two options in Magor, and would be grateful for your thoughts:

- Continue with our current opening hours
 - We open until 5.45pm as most of our patients actually collect their dispensed medication, as we have collected their actual prescription from the surgery on their behalf. Opening until 5.45pm means that patients who work till 5pm to 5.30pm are able to visit the Pharmacy before it closes. This has proved to be very well received by our patients, since we extended our opening hours some years ago.
 - When surgeries open at 8.30am, we find the first patient does not present to the nearest Pharmacy until approximately 8.50am. Due to this, we feel opening at 9.00am is appropriate

Cont/d

REGISTERED OFFICE: Taylor Group House, Wedgnock Lane, Warwick CV34 5YA
Telephone: 01926 410220 Fax: 01926 410534 Website: www.dudleytaylor.co.uk

Director: MJ Taylor
Company Secretary: CJ Taylor

VAT No: 785637478
Registered in England: 4302563

- Change our Monday, Tuesday, Thursday and Friday opening hours to 8.45am - 1pm and 1.30pm - 5.30pm. Our Wednesday opening hours would be 8.45am until 1pm and 1.30pm until 5pm.
 - This would be more in line with the surgery's opening hours
 - We do have concerns that patients who currently use the pharmacy until 5.45pm may find the new hours less convenient.

We would very much be interested in your thoughts regarding the two options, before we make a decision. As the opening hours of all pharmacies are regulated by the NHS, if we were to change them from the current hours, we would need to give the Local Health Board 90 day's notice of any change.

I look forward to your thoughts.

Yours sincerely



Mr Glenn Madden
Head of Operation

Admin Magor Undy

From: Shan Bowden <sbowden@onevoicewales.wales>
Sent: 28 January 2020 10:12
To: Shan Bowden
Subject: One Voice Wales - Local Democracy & Boundary Commission - Community Boundary Review Monmouthshire - Action Required

Importance: High

Dear Clerk,

As you will be aware the Local Democracy & Boundary Commission (LDBC) published its final report on the Community Review of Monmouthshire in January 2019 see link below to LDBC website and report:-

<https://ldbc.gov.wales/reviews/01-19/monmouthshire-final-recommendations>

At that time a number of Community & Town Councils expressed their concerns that the report had been published prior to them being afforded the opportunity to submit their objections/comments to the draft proposals produced by Monmouthshire County Council.

C&TCs had been misinformed by Monmouthshire County Council about the review process and they were under the impression that they would be given the opportunity to submit their objections/comments to LDBC which was incorrect and despite representations being made by One Voice Wales to Shereen Williams, MBE, CEO, LDBC we were advised that the only option available was for C&TCs to submit their views to the Local Government Division of Welsh Government within the twelve week public consultation period, which some did.

We now understand that the Minister for Housing and Local Government has signed off the LDBC Final Report on the Community Review without amendment despite the comments submitted by C & TCs to Welsh Government.

Being aware that the Minister has recently signed off the report without amendment and knowing of the disappointment and frustrations of a number of C & TCs in Monmouthshire One Voice Wales has again recently written to the CEO, LDBC asking if Monmouthshire County Council has acted negligently or unlawfully, as regards the review and whether a fresh review could be undertaken or at least reviewed to take account of the responses submitted by Monmouthshire's C&TCs.

Below is the response received from Shereen Williams, CEO, LDBC:-

"The Commission is aware as a result of correspondence it has received as well as the views expressed at the meeting on the 16 January 2020 of some town and community council's objections to the Community Review (CR) conducted by Monmouthshire County Council under the Local Government Act 1972 (as amended). It was a difficult meeting and we were able to clarify the questions that arose, however I think what is clear is that there is a level of frustration amongst the town and community councils.

From a technical perspective, it is the view of the Commission that the CR was conducted in accordance with the 1972 Act, indeed consulting further than required to under the 1972 Act. Whilst we recognise the disappointment that many of the councils feel with the results of the CR, the Commission is content that MCC acted in accordance to the 1972 Act. In its role in the CR, the Commission must first establish this before it will then consider the proposals put before it.

It is highly regretful that MCC erroneously stated that there would be a consultation by the Commission and it is hoped that the Council had learned from this experience and would consult with the Commission on any future correspondence it provides where it is highlighting any action the Commission may make. There is no requirement in the 1972 Act for either the Commission or the Welsh Government to hold a consultation or consider representations sent to it following submission of recommendations to either the Commission or the Welsh Government. The Commission did consider the representations supplied to the County Council during the course of the CR in coming to its recommendations to Welsh Government.

As the review has now been completed and an Order to appear shortly, the options of recourse are limited. If a community/town council, or group of councils, is not happy with their community boundaries their first point of recourse under the Local Government (Democracy) (Wales) Act 2013 (the Act which superseded the 1972 Act) is to request that the Council conducts a fresh review. The Commission has published guidance for County Council's in how community reviews should be conducted under the 2013 Act - <https://ldbc.gov.wales/publications/02-18/community-reviews-guidance>.

If a Council does not wish to conduct a review they may also request that the Commission conducts the review. There is no guarantee that the Commission may conduct a review as it is subject to issues such as whether it believes a review to be appropriate and having the necessary resources to conduct the review.

If the County Council and Commission do not undertake a CR, a community/town council may write to the Minister for Housing and Local Government requesting that the Council or Commission is directed to conduct a review. Again, it would be for the Minister to determine if this is appropriate.

Once an Order has been made any review would start with the new arrangements as a baseline and not the ones that exist today.

For information, the 2013 Act requires that community boundaries are considered by a council every ten years. Acting in accordance with the spirit of the Act, Monmouthshire County Council should therefore conduct another review before 2028, ideally before its review in the Commission's next ten-year electoral review programme".

In light of Shereen Williams' response One Voice Wales (OVW) wishes to establish whether Monmouthshire C&TCs, whilst frustrated and disappointed, are willing to accept the review as signed off recently by the Minister, in the hope that the County Council will have learnt from its mistake and will in future ensure that C & TCs are consulted in a timely fashion on any future reviews or whether there are a sufficient number of Councils who remain concerned over the content of the review that they wish OVW to make representations to the County Council to ask that a fresh review be undertaken.

As you will see from Shereen's advice above if the County Council chooses not to undertake a fresh review the next step would be to ask the LDBC to do so and if both bodies respond to say they do not wish to conduct a fresh review the last resort would be to write to the Minister.

OVW requests that you ask your Council whether they would like OVW to pursue this matter. If it is found that a sufficient number of Councils come back to say that they wish to request a fresh review OVW will make the necessary representations but if it is found that only one or two C&TCs continue to feel strongly about this matter then we will respectfully ask those Councils to pursue the matter individually.

Once you have had the opportunity to discuss this matter with your Council I would be most grateful if you could email me to advise whether your Council:

Wishes to ask OVW to make representations calling for a fresh Community Review be undertaken.

or

Whilst disappointed/frustrated that your Council was not afforded the opportunity to submit comments prior to the LDBC Report being published the Council is prepared to accept that the Review has now been completed?

I look forward to receiving your response.

Regards

Shân

Shân Bowden,
Development Officer/Swyddog Datblygu
One Voice Wales/Un Llais Cymru
24c College Street/24c Stryd y Coleg
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Admin Magor Undy

From: Clatworthy, Hazel J. <HazelClatworthy@monmouthshire.gov.uk>
Sent: 27 January 2020 16:45
To: Clatworthy, Hazel J.
Subject: Next Community Climate Champions - Wed 12th February, 6.30pm, Abergavenny Community Centre

Dear Town and Community Councils,

I am contacting you to see whether a representative from your Council would be interested in attending the next meeting of Monmouthshire Community Climate Champions. As you know, last year Monmouthshire declared a Climate Emergency (as I know have some of you), but a partnership of community groups such as Transition Towns and Friends of the Earth groups, other partners and the council have met together regularly over the last 11 years to share ideas for reducing energy, increasing sustainability and partnership working on climate change.

These meetings will be happening quarterly following the new Climate Emergency Working Group which has been developed to take forward the Climate Emergency action plan. We would love to include any Town and Community Councils who would like to be involved in the Community Climate Champions group, and I include below information about the next meeting we will be holding.

Please let me know if you would like to come along to the meeting and/or if you would like to be added to the Community Climate Champions mailing list – I won't bombard you, but send out information about our quarterly meetings, and other occasional information about climate related grants, events or projects which might be of interest to you.

Many thanks,

Hazel Clatworthy

Hazel Clatworthy
 Sustainability Policy Officer (part time) / Swyddog Cynaliadwyedd Polisi (rhan amser)
 Monmouthshire County Council / Cyngor Sir Fynwy
 County Hall / Neuadd y Sir
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 NP15 1GA
 Phone / Ffôn: 01633 644843
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 Website / Gwefan: www.monmouthshire.gov.uk
 Follow us on Twitter / Dilynwch ni ar Twitter: <https://twitter.com/@hazelclatworthy>

From: Clatworthy, Hazel J.
Sent: 27 January 2020 16:30
To: Clatworthy, Hazel J. <HazelClatworthy@monmouthshire.gov.uk>
Subject: Next Community Climate Champions - Wed 12th February, 6.30pm, Abergavenny Community Centre

Dear Community Climate Champions,

The next meeting of the Community Climate Champions will be on **Wednesday 12th February from 6.30pm to 8.30pm at Abergavenny Community Centre, The Old School, Park Street, Abergavenny, NP7 5YB.**

A lot has happened since the Community Climate Champions last met – this includes the Council agreeing its Climate Emergency Strategy (see <https://www.monmouthshire.gov.uk/climate-emergency/> to read the strategy). The Council also endorsed an action plan which sets out actions which it will work on to reduce its own direct emissions, as well as wider County-wide emissions. The action plan will be a document that will evolve and develop over time. The action plan also includes ideas and pointers that everyone can do to play their part in reducing their own carbon emissions.

The Council has now established a Climate Emergency Working Group which met for the first time last week. The group will meet quarterly and will oversee the implementation of the action plan, and co-ordinate collaboration on climate change work. The group is chaired by Cllr Jane Pratt, Cabinet Member responsible for climate change and decarbonisation, and comprises of Councillors (one from each political party: Cllr Pratt, Cllr Jo Watkins, Cllr Martyn Groucott and Cllr Val Smith), senior council officers and community representatives.

We are really pleased to have Phil Powell, from Gwent Energy, Bryan Miller, from Transition Monmouth, Nicola Awni, from Goetre Fawr Community Council and Andrew David, from South East Wales Energy Agency on the group, to give their expertise and provide links back into the community.

The Council recognises that there is no way that it can reduce emissions across the county on its own – partnership and community involvement will be key. The idea is that the Community Climate Champions will re-start meeting quarterly, shortly after the Working Group meetings, so that we can discuss how the community can help to deliver the actions that we will be focussing on.

Minutes of the Working Group and an agenda for the meeting on the 12th February will follow shortly, but please put the date in your diaries now.

Hope to see many of you soon,

Hazel

PS – if you no longer want to be on the Community Climate Champions mailing list, please let me know and I can take you off.

Hazel Clatworthy
Sustainability Policy Officer (part time) / Swyddog Cynaliadwyedd Polisi (rhan amser)
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Mae'r neges e-bost yma a'r ffeiliau a anfonir gyda hi yn gyfrinachol ac fe'i bwriedir ar gyfer yr unigolyn neu gorff y'u cyfeiriwyd atynt yn unig. Gall gynnwys gwybodaeth freintiedig a chyfrinachol ac os nad chi yw'r derbynnydd bwriadedig, rhaid i chi beidio copïo, dosbarthu neu gymryd unrhyw gamau yn seiliedig arni. Os cawsoch y neges e-bost yma drwy gamgymeriad hysbyswch ni cyn gynted ag sydd modd os gwelwch yn dda drwy ffonio 01633 644644. Cafodd y neges e-bost yma sgan firws Microsoft Exchange Online Protection.



UNDY A.F.C.

UNDY A.F.C.
The Causeway, Undy
Monmouthshire, NP26 3EW
01633 881352

04 February 2020

Dear Sir/Madam,

Item 18.4

I am happy to confirm that Undy AFC are currently hoping to gain access to Sycamore Playing Fields which are adjacent to Magor CIW School.

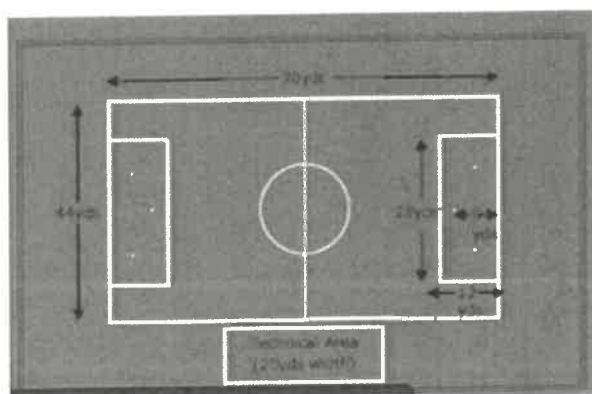
The facilities we currently have at Undy AFC are under constant strain from the increased teams and player numbers we are now experiencing. Rather than reduce the services we offer; we are actively looking for alternate venues which we can use for junior training sessions and matches. We believe Sycamore would offer an alternate solution to our current pitch congestion.

Should we be granted access, I envisage using the fields at weekends initially. This would likely be from around 9am to 2pm on Sundays and 9am to 12pm on Saturdays with a view to possibly using the area during midweek evenings in the Spring and Summer. The hours given are likely the maximum time we would like access but it's unlikely it would be for this amount of time every week.

Undy AFC would be more than happy to help with pitch preparation including marking and goal post installation (this would involve simply manually digging two holes so that two sockets could be concreted into the ground. The goal posts themselves would be removable). We would then continue with pitch marking on a regular basis. We would also be happy to contribute towards the cost of suitable goal posts.

Having measured the area, it would be suitable for our junior age groups from Soccer Tots up to U12. You can see the pitch dimensions we would look to create from the image below and the goals required can be found here - <https://www.markharrod.com/product/9v9-premium-quick-release-football-goal-package/>

Specific 9v9 pitch



If you require more information you can contact me directly on [redacted] karl@luton@undyafc.co.uk.

Many thanks

Karl Luton

Junior Chairman

Councillor K Plow

Meeting Date Ordinary Meeting 10.2.20

ISSUE

SPEED
SAFETY
PARKING

BACKGROUND

SPEED -Too many vehicles going too fast, not obeying speed limits!!! On main road and side roads (through villages/Dancing Hill/Bearcroft Common/Whitehall)

SAFETY - Everyone should be wearing seatbelts (all the time), particularly children being taken to school.

Engines left running while cars are left unattended/or with passengers still in them! (particularly around The Co-op, and in The Square.

PARKING - On pavements/corners/double parking/restricted areas. Street parking being taken for all day!

Mobility users must be given clear access on pavements!

PROPOSAL

Unitary Authorities should advertise.re: health & safety/Hazards, particularly reminders.

Through Schools...pupils to parents.

Sets of Temporary Warning Signs.

Speed Limit reminders/Parking reminders/seat Belt reminders, particularly on School Routes.

Reminders for Safety/respectful Driving.

DESIRED OUTCOME / BENEFITS OF PROPOSAL

WALK NOT DRIVE!!!!!!

MAGOR WITH UNDY COMMUNITY COUNCIL CLERK'S UPDATE

JANUARY 2020:

- **MEETINGS:**

Prepared for and attended several meetings

- **OUTSIDE EVENTS/MEETINGS:**

- Attended the January Pop-Up Hub – poor attendance – probably due to weather, but Career Wales saw 4 people. Total of 10 members of the public attended. Cllrs Bailey and Crook dropped in.
- Attended the 1st Magor Brownies meeting, with Cllr Bailey, to thank the Brownies for decorating the empty shop over the Christmas period, and presenting them with a certificate for 'Highly Commended'
- Whilst attending the Brownies meeting we consulted on the proposed new play equipment for the Sycamore Play Park. The equipment received a 'Thumbs Up' from all. We also left plans for other groups to look at.
- With Cllrs Cook, Crook and the Admin Assistant I attended the Planning Aid Wales training evening at Rogiet.
- Attended the first Play Park Task & Finish Meeting (Cllrs SB, NB & KP in attendance with two residents) I advised Council that a second quote had been received in respect of the inclusive swing Council had discussed. I reminded them of Council's resolutions at the December Council meeting.
- Attended the Severnside Area Committee meeting at Caldicot TC Offices with Cllr Raggett. Brought up issues relating to highway issues within the villages. Also took the opportunity to invite the new Neighbourhood Sergeant to our meetings.

- **RESIDENT ISSUES/COMPLIMENTS/COMPLAINTS:**

Gave advice, actioned or dealt with various resident complaints and issues, including the following:

- Reported:
 - Reported issue with flooding to Mon CC
 - Reported issue of continued failure to pick up black and yellow waste bags
 - Took a call from a resident regarding unsafe and irresponsible parking on Undy Ramp and Causeway by Undy AFC supporters.

- **VILLAGE IMPROVEMENTS:**

- Advised Mon CC to go ahead and site the planters and fill with top soil as per agreement at the January Council meeting once the licence had been finalised.

- **GENERAL OFFICE UPDATES:**

- Coordinated the removal of the Christmas lights/trees
- Made enquiries regarding potential removal of public pay phone in Magor Square.
- Forwarded to the MUCH group the information gleaned from the Survey Monkey questionnaire. 76 respondents.

- Commenced input of the 2019/2020 finance data onto the new RBS system, in line with internal audit recommendations. Input 9 months' worth of data in three days.
- Completed nomination for OVW Innovative Awards re Common-y-coed Plantation.
- Spoke with Village Treats about the vacant shop in Magor Square. Village Treats agreed to pass our enquiry/telephone number, asking owner to make contact.
- Spoke with owner of vacant premises (Nathan James) within Magor Square. He advised that the family had received 10-15 enquiries regarding letting the property which comprises of the shop front office, a small bathroom and kitchen facility at the rear, and which is not currently advertised for lease/rent. He anticipated that it may be let eventually in the future for somewhere in the region of £12k plus pa, but he could not confirm. He agreed to come back to us after speaking with his solicitor, and in turn the solicitors for other members of the family with a view to leasing.
- Undertook staff annual appraisals
- Chairman of Bishton Community Council called in to collect some photos taken of him at the War Memorial re-dedication service, and took the opportunity to discuss various issues from staff issues, councillor remuneration, policies and clerk hand-overs etc.
- Made enquiries with the Commonwealth Office about publications and logos for Commonwealth Day 2020.

Clerk

3rd February 2020

Admin Magor Undy

From: Edmunds, Cathy <CathyEdmunds@monmouthshire.gov.uk>
Sent: 22 January 2020 10:13
To: cllrneeta.baicher@magorundy.org.uk
Cc: Magor with Undy Magor with Undy
Subject: Pen portrait
Attachments: Pen portrait for local council.docx

Hi Neeta,

Here is the information about me. I hope that it will suffice – if you need any more then let me know.

Thanks

I would like to take this opportunity to introduce myself as the new headteacher of Undy Primary School.

I have extensive experience in primary education, having taught in primary education for 26 years. During my career I have taught all keystage 2 age groups, enjoyed secondments in Australia and working as an outdoor education officer for DCWW. I have coordinated almost all subject areas and have a keen interest in Science and Mathematics.

I was deputy headteacher for 9 years; and for the last 5 years, deputising as head teacher for two and a half days since Cwmfelinfach became a federated school. I have led teaching and learning successfully across the whole school. The school was judged as excellent by ESTYN in 2016. I have delivered training for the EAS and have supported colleagues from cluster schools, developing meaningful links.

I have been extremely grateful for the warm welcome I have received from pupils, staff, parents, governors and members of the community. I hope to bring my expertise and experience to Undy Primary School in order to support it on its learning journey towards ensuring that all pupils have a passion for education and achieve their full potential. I believe in the importance of school being at the heart of the community and working in partnership for the benefit of all.

I look forward to meeting the council in person soon when my hectic diary allows.

Cathy Edmunds

PROJECT WORKSHOP REPORT



Date: 3rd February 2020
Time: 19:00pm
Venue: Undy Church & Community Hall, Undy
Present: Beverly Cawley (Clerk)
 Cllrs Cook, Plow, Raggett (Magor with Undy Community Council)
 Richard Waller, David Cochrane (Magor Churchmen's Society)
 Keith Arnold, Harry Place (Magor Baptist Church)
 Peter Wilson (Royal British Legion)
 Sonia Unsted (Undy AFC)

Report Author: Beverly Cawley – Clerk to the Council

Purpose of Meeting

VE Day Celebrations workshop

1. Cllr Cook opened the meeting
2. Possible events were discussed for the three days of celebrations
 - Friday
 - Magor Churchmen were proposing to run the May Fayre with a VE Day theme up until 4pm.
 - Members considered the possible break in proceedings at 4pm, when the Magor Churchmen would be dismantling the gazebos.
 - Members thought the event would lose momentum
 - Magor Churchmen confirmed they could run the event until 5pm – it would also suit the stall-holders better
 - Magor Baptist Church would run their usual tea-rooms
 - Clerk to look in to a visual display in one of the empty shops
 - Members agreed that the entertainment programme (stage) on the day should be full – Cllr Raggett & Clerk to supply some contacts of possible acts.
 - The MAD Theatre Company would do some sketches
 - Ideal if the school choirs and/or Brownies performances be staggered in order to retain the support of parents/grandparents over the day.
 - Suggested that some seating be provided near the stage for the elderly and those unsteady on their feet etc. Magor Baptist Church confirmed they had a supply of some polypropylene chairs that could be used.
 - Once the Churchmen's Fayre closed, then new licences, insurance cover etc. would be required in order to extend beyond.
 - Agreed that if the Fayre extended to 5pm then most volunteers will have had a full day and would not wish to continue on into the evening.

- Resolved to run with the Fayre only
 - Cllr Cook would approach the two public houses to see if they would consider a 'Happy Hour' at 5pm to extend the evening– clerk provided a participation pack for Pubs.
 - Square to be decorated with red white blue bunting and cut out soldier silhouettes – Cllr Cook to ask Council to supply bunting from their VE Day budget
 - RBL to supply some of the large poppies to decorate
 - The 'Nation's Toast' could still be achieved at 3pm on stage by the Chair of the Community Council.
 - The Church was trying to arrange for the St Mary's Bells to be rung at 7pm
 - At 10am the Churches were proposing a time of quiet reflection at the war memorial inside St Mary's Church.
- **Saturday**
 - This is the day set aside for street parties and for people to do their own celebrating
 - The Community Council office could assist any residents with applications for street/road closures
 - Clerk to speak with Mon CC as to whether any special arrangements in place for applying for street closure licence.
- **Sunday**
 - There would be no morning church services in Magor
 - A Civic Church Service would be held in the Square at the War Memorial at 10.30
 - Serenata Choir had agreed to sing at the Civic Church Service
 - Cllr Cook would ask Council to sponsor a band (STB) to accompany the hymn singing
 - Community Council office could print Programmes
 - Look to invite the Lord Lieutenant or Deputy Lord Lieutenant
 - Undy AFC are hosting the Gwent Wildlife Trust Race for Wildlife from 10am to 1pm.
 - As well as the races, GWT will be working with Undy AFC to host a VE Day fair type event with stalls, games, activities and refreshments to continue into the afternoon.
 - Undy AFC have already booked some musical acts and both groups are trying to book some stalls.
 - The MUCH group would be hosting an afternoon tea-party for the elderly at Undy Memorial Hall which would include entertainment
 - MUCH were hoping to arrange for Mon CC Grass Routes to pick up and drop off some of the elderly residents to the event
 - There would be an evening service at St Mary's Church Undy at 6pm
- 3. All agreed that advertisement of the proposed events was essential**
- Cllr Cook to speak with Jonathan Croft with regards to timescales for the publication of the Villager magazine.
 - All groups would endeavour to share a timetable of the events via their websites and social media sites
- 4. Date of the next meeting**
- Monday 17th February 2020 at 7pm, Undy Church & Community Hall.
 - Sonia Unsted offered her apologies for the next meeting.