

# MAGOR WITH UNDY TOWN COUNCIL CYNGOR TREF MAGWYR GYDA GWNDY

Tel: 01633 882 842

e-mails [admin@office.magorundy.org.uk](mailto:admin@office.magorundy.org.uk)

web: [www.magorundy.org.uk](http://www.magorundy.org.uk)

**Ordinary Meeting of 19:00 hrs Monday 13<sup>th</sup> July 2026**

**Venue: Magor Baptist Church, Magor Square**

**Virtually: Zoom Communications.**

Dear Councillor, you are hereby summoned to attend the meeting as detailed above.

Councillors are reminded that they attend this meeting under the provisions of the Town Council's

- Code of Conduct  
[http://www.magorundy.org.uk/\\_UserFiles/Files/MUCC%20Code%20of%20Conduct%20Mar%2021.pdf](http://www.magorundy.org.uk/_UserFiles/Files/MUCC%20Code%20of%20Conduct%20Mar%2021.pdf)
- and Multi-location Meetings Protocol.  
[http://www.magorundy.org.uk/\\_UserFiles/Files/POLICY%20REVIEWS%202025/Multi-location%20meetings%20protocol.pdf](http://www.magorundy.org.uk/_UserFiles/Files/POLICY%20REVIEWS%202025/Multi-location%20meetings%20protocol.pdf)

Members of the public may attend this meeting in person. It is also open for those who wish to participate online. Those who wish to participate online are required to email the Council at the dedicated email address: [mutcmeetings@office.magorundy.org.uk](mailto:mutcmeetings@office.magorundy.org.uk)

no later 1300 hours on 10<sup>th</sup> July 2026 requesting the Zoom Link and Passcode in accordance with the Town Council Multi-Location Meeting Protocol.

William Lewis



Clerk to Magor with Undy Town Council

08<sup>th</sup> July 2026

## **PUBLIC OPEN FORUM**

In accordance with the Councils Standing Orders 3.3(e) a period of not more than 15 minutes for Members of the Public is provided to ask questions and make representations about business on this agenda. Persons who wish to make comment shall not speak for more 5 minutes and they will not take part in any debate.

In accordance with the Councils Standing Orders 3.3(g) the Public Open Forum does not form part of the formal business as detailed on the agenda & will take place prior to the start of the meeting.

### **1 Apologies for Councillor absence.**

- 1.1** To receive and accept any apologies.

### **2 Declarations of Interest**

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

### **3 Chairs Announcements**

- 3.1** To receive any update and feedback in respect of meetings, functions, events or matters arising.

### **4 Correspondence**

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

- 5 Minutes of Previous meetings**
- 5.1** To adopt the draft minutes of the Ordinary Meeting of 08<sup>th</sup> June 2026
- 5.2** To adopt the draft minutes of the Extraordinary Meeting of 26<sup>th</sup> June 2026
- 6 Finances**
- 6.1** To receive Microsoft Excel record of receipts & payments and reconciliation records in respect of Barclays Bank Accounts and CCLA/PSDF Investment Account between 1<sup>st</sup> and 30<sup>th</sup> June 2026  
*(See Associated Documents)*
- 6.2** To receive and note RBS Financial Software reconciliation reports for payments and receipts in respect of Barclays Bank Accounts and CCLA/PSDF Investment Account between 1<sup>st</sup> and 30<sup>th</sup> June 2026 *(See Associated Documents)* and to agree approved reports shall be signed by RFO and Cllr M James as soon as reasonably practicable.
- 6.3** To note the provision of a Budget Monitoring Document 1<sup>st</sup> Quarter 2026-27 (Standing Order 17c) and to agree any actions necessary. *(See Associated Document)*
- 7 New MUGA Unit**
- 7.1** To note that under permission of Financial Regulation 5.12i quotes have been obtained and arrangements made for connection of utility services of electricity and water supply to the new unit and that costs shall be met from MUGA refurbishment budget line 170/4600.
- 7.2** To note that quotes have been sought for the provision of two wheelchair ramps for doors to meet requirements of the Equalities Act 2010 and that the anticipated costs of less than £3000 shall be authorised under Financial Regulation 5.15 and be met from MUGA refurbishment budget line 170/4600.
- 7.3** To arrange a date in September for a formal opening of the facility at the MUGA and agree as to actions necessary.
- 8 Common y Coed**
- 8.1** To agree to the commencement of improvement works which include construction of a small parking area and construction of hardcore pathways from roadside to viewpoint bench and noticeboard and to agree upon a supplier/contractor in consideration of 3 quotes provided.  
*(See Associated Document)*
- 9 MUTC Branding**
- 9.1** To agree upon the proposed branding design for Magor with Undy Town Council and any actions necessary.
- 10 Welcome Pack**
- 10.1** To receive the report and recommendations of the Business Support and Projects Officer and to and to agree upon a supplier in consideration of 3 quotes provided. *(See Associated Document)*
- 11 Community Grant Applications**
- 11.1** To receive and consider an application from Magor Rugby Football Club for a grant of £12,500 towards costs for purchase of training equipment and secure storage unit for equipment.  
*(See Associated Document)*
- 11.2** To receive and consider an application from 'Friends of Undy Primary School' (FOUPS) for a grant of £524.00 towards costs associated with the annual end of term Fund Raising Event on 15<sup>th</sup> July 2026.  
*(See Associated Document)*
- 11.3** To receive and consider an application from 'Yum Yums' for a grant of £3,000 towards costs for hall hire, entertainment and provision of refreshments at the monthly events held at Undy Church Hall for the forthcoming year. *(See Associated Document)*

- 12 Monmouthshire CC – Planning Consultations**  
<https://planningonline.monmouthshire.gov.uk/online-applications/?lang=EN>
- 12.1 DM/2025/00852 – Re-consultation:** Gwent Europark, Bareland Street, Magor, NP26 3DB.  
Members to note that original consultation was considered at Ordinary Meeting of 09th February 2026 and it was resolved that Council opposed the application due to lack of information pertaining to flood risk, SSSI and Biodiversity. (Appendix A)
- 12.2 DM/2026/00567 – Re-consultation:** 2 St Annes Crescent, Undy.  
Members to note that original consultation was considered at Ordinary Meeting of 18th May 2026 and it was resolved that Council had no representations (Appendix A)
- 12.3 DM/2026/00677 – Consultation:** Magor Marshland Reserve, Whitewall. (Appendix A)
- 12.4 DM/2026/00780 – Consultation:** Blue Hills, Old Stone Lane, Undy. (Appendix A)
- 13 St Davids Day Eisteddfod Event 2027**
- 13.1** To note that St Davids Day 2027 falls on 01<sup>st</sup> March and to agree that an event to commemorate St Davids Day shall be arranged to take place on Saturday 27<sup>th</sup> February 2027 and to agree upon actions as necessary.
- 14 Christmas 2026**
- 14.1** To note the current arrangements Festive Lights and provision of Christmas Trees in Magor and Undy.
- to agree to the provision of an additional Christmas Tree to be located in Undy at a suitable location and to agree to the commissioning of the fabrication of a 1metre square concrete block in which to stand the tree.
  - to agree the fitting a Commando Socket to Street Lamp for power supply for the additional Christmas Tree lights and to note that this service is provided with express permission of Monmouthshire County Council only and by their approved contractor.
  - to agree to undertake enquiries with Blachere Illuminations for the expansion of Festive Street Lighting.
  - To agree costs shall be met from Events/Christmas budget line 190/4700
- 15 Councillor item of business – Cllrs P Kirkham and D James**
- 15. 1** To agree actions necessary in response to requests for assistance from residents communicated directly to members of MUTC regarding Mon CC Planning Consultation **DM/2021/00358:** Reserved Matters – Provision of 5575m2 B1 employment space on parcel C1 – Rockfield Farm, The Elms, Undy.  
*(Members should note that Magor with Undy Community Council at their meeting of 26th April 2021 (Min 112.1b) resolved that Mon CC Planning should be served Council recommendation for refusal of the application based on the fact that all vehicular access will be through a residential area, and that insufficient information was provided in respect of SUDS, drainage and flooding).*
- 16 Clerks Report**
- 16.1** To receive summary of work undertaken by Town Council Staff and Members of the Town Council for the period April 2026 to June 2026. (Appendix B)
- 17 Date of Next meeting**
- 17.1** To note that the next Ordinary Meeting is 1900 hrs Monday 14<sup>th</sup> September 2026 at Magor Baptist Chapel.

## **Appendix A**

### **Planning Consultations**

#### **Agenda Item 12**

#### **Magor with Undy Town Council Ordinary Meeting of 13<sup>th</sup> July 2026**

##### **1. DM/2025/00852. Re-consultation**

The construction of industrial development B1, B2 and B8 use and associated access, access road, parking, landscaping, swale and associated works. The proposal will deliver a combined total of 7,538m<sup>2</sup> of industrial floorspace (B1, B2 and B8), 1,120m<sup>2</sup> of open storage provision, and 330m<sup>2</sup> of office accommodation.

##### **Gwent Europark, Bareland Street, Magor, NP26 3DB**

##### **Amendment details**

- Updated Transport Statement;
- Water Vole Survey Report;
- Repositioned Outfall Drawing;
- Updated Landscape Proposals; and
- Updated Biodiversity Management Plan.
- The Transport Statement has been updated to provide additional detail regarding trip generation, permitted use classes, HGV movements, the operation of the A4810 / Greenmoor Arch Way roundabout, and the sustainable accessibility of the site by walking, cycling and public transport.
- The Water Vole Survey Report has been carried out. Following the survey findings, the proposed headwall outfall to Bareland Street has been repositioned to avoid direct impacts on known Water Vole burrows.
- The attached outfall drawing illustrates the revised location of the drainage outfall and associated infrastructure.
- Additional landscaping proposals have been incorporated to respond to the comments received and to enhance the visual and ecological value of the site.
- The Biodiversity Management Plan has been updated to reflect the revised drainage proposals, landscaping enhancements and ecological mitigation measures.

##### **2. DM/2026/00567: Re-consultation**

2 St Annes Crescent, Undy, Monmouthshire, NP26 3PL

Proposed first floor extension over garage and rear single storey extension. Amended plans submitted:

- Eaves and ridge height lowered
- Pitched roof dormer on the front elevation

MUTC considered original consultation on 18<sup>th</sup> May 2026 and made no representations.

##### **3. DM/2026/00677- Magor Marshland Reserve, Whitewall.**

Non-material amendment to approved application

DM/2024/00259

- Alteration to the location of the pedestrian entrance door
- Inclusion of a window
- Re-configuration of the refreshment space, workshop area

and toilet

- Change from a standard toilet to a disabled toilet
- Introduction of kerb detail to the car park to meet SuDs

Requirements

**4. DM/2026/00780 - Blue Hills, Old Stone Lane, Undy**

Proposed single-storey rear extension, alterations to the existing garage including replacement of the roof with a pitched roof, replacement windows and doors, external alterations and associated works.

## **Appendix B**

### **Clerks Report**

#### **Agenda Item 16.1**

##### **Summary of work undertaken by Town Council Staff, partners and members of the Town Council April to June 2026.**

- a) Business as usual in respect of finance governance, agendas, meetings and collating information for meetings.
- b) End of Year 2025-26 Finance reporting was completed.
- c) Internal Audit 2025-26 conducted by Internal Auditor on 22/05/26
- d) External Audit 2025-26 administration commenced.
- e) Management and release of vacant plots at Undy Allotments following site inspections.
- f) Liaison with contracted company re Summer Planting and provision of hanging baskets to business.
- g) Liaison with business re provision of hanging baskets.
- h) Finalisation of work relating to provision of a new facility at the MUGA to be delivered on 04th June 2026, including letter drop to residences between Magor Square, Sycamore Terrace and Chapel Terrace requesting vehicles are removed to allow HGV access.
- i) Administrative work regarding renewal of Town Council Insurance provisions
- j) Administrative work regarding renewal of Town Council HR and H&S contracted service provider.
- k) Leasehold arrangements in respect of Undy Play Park pursued and progressed with appointed solicitors for MUTC and Undy AFC
- l) Consultation with Land Estate Agents re valuations of Undy Allotments and Common y Coed regarding requirements for land registration and feasibility of other land purchase.
- m) Policy Working Group Meetings.
- n) Oversaw delivery and placement of new MUGA Unit on 04/06/26. Commencement of arrangement of utility services to be connected and provision of ramps to doors for inclusivity.
- o) Internal Auditor report on observations completed ready for Council approval (Extraordinary Meeting 26<sup>th</sup> June)
- p) External Audit Annual Return completed for Council Approval (Extraordinary Meeting 26th June)
- q) Oversaw provision of hanging baskets at businesses in the community.
- r) Allotment inspections and actions regarding tenancy agreements. Release of available plots.
- s) Actions associated with RTC outside the Wheatsheaf where TC owned property was damaged.
- t) Common y Coed Development proposals to improve and enhance public space.
- u) Preparation of Placemaking Welcome pack
- v) Development of Magor with Undy Town Council brand logo.