



**MAGOR  
WITH UNDY  
TOWN COUNCIL**  
MAGWYR GYDA  
CHYNGOR TREF GWNDY

Telephone: 01633 882842 Web: [www.magorundy.org.uk](http://www.magorundy.org.uk) Email: [Admin@office.magorundy.org.uk](mailto:Admin@office.magorundy.org.uk)

## **Ordinary Meeting of 19:00 hrs Monday 12<sup>th</sup> October 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.  
[https://www.magorundy.org.uk/\\_UserFiles/Files/POLICY%20REVIEWS%202025/Multi-location%20meetings%20protocol.pdf](https://www.magorundy.org.uk/_UserFiles/Files/POLICY%20REVIEWS%202025/Multi-location%20meetings%20protocol.pdf)

Persons may join this meeting at the venue or join the meeting online. Persons wishing to participate online are required to email [mutcmeetings@office.magorundy.org.uk](mailto:mutcmeetings@office.magorundy.org.uk) requesting the joining instructions. In accordance with the Town Council Multi-Location Meeting Protocol requests must be made no later 1300 hours on 09<sup>th</sup> October 2026.

William Lewis

Clerk to Magor with Undy Town Council  
07<sup>th</sup> October 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.

No points raised

#### **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 14<sup>th</sup> September 2026.

#### **6 Finances**

**6.1** Microsoft Excel Records

To receive Microsoft Excel record of receipts & payments and reconciliation records in respect of Barclays Bank Accounts and CCLA/PSDF Investment Account from 01<sup>st</sup> to 30<sup>th</sup> September 2026. [\(See Associated Documents\)](#)

**6.2** Rialtas Business Solutions

To receive and note RBS Financial Software reconciliation reports for payments and receipts in respect of Barclays Bank Accounts and CCLA/PSDF Investment Account from 01st to 30th September 2026. [\(See Associated Documents\)](#) and to agree approved reports shall be signed by RFO and Cllr M James as soon as reasonably practicable.

**6.3** Rialtas Business Solutions

To receive and note the RBS 'Annual Budget by Centre' budget monitoring report on Microsoft Excel spreadsheet covering from 01st to 30th September 2026. [\(See Associated Documents\)](#)

**6.4** New Muga Facilities Unit

To note that Accessible ramps have been installed and a relaunch of the MUGA facilities shall an open event between 1100am and 1.00pm on Friday 30<sup>th</sup> October 2026.

#### **7 Motion under Section 9 of Standing Orders**

- 7.1** To receive a motion of 23<sup>rd</sup> September 2026 from Cllr Mike Boyland to amend the Multi-location Meetings Protocol and agree any actions as necessary. [\(See Associated Documents\)](#)

#### **8 Remembrance Sunday 08th November 2026**

**8.1** Remembrance Service

To agree actions necessary for arrangement of the annual Remembrance Service on Sunday 08th November 2026.

**8.2** MUTC Poppy Wreath

To agree to purchase of poppy wreath and the award of a donation to the Royal British Legion.

**8.3** Veterans Hospitality

To agree that Council shall support the provision of a light lunch at the Golden Lion, Magor Square for Armed Services Veterans with a budget cap of £500 from Civic Events Budget 130/4355.

#### **9 Christmas 2026 Arrangements and Activity**

**9.1** Supply of Christmas Trees.

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

- 9.2**      Magor Square Carol Service  
To agree actions necessary for holding of the Carol Service on Friday 04<sup>th</sup> December 2026 in conjunction with the Netherwent Ministry Area and the Magor Baptist Church.
- 9.3**      Severn Tunnel Band  
To agree to a donation to the Severn Tunnel Band subject to their availability for their supporting of the Magor Square Carol Service.
- 9.4**      Christmas Window / Shopfront Competition  
To agree to the continuance of this competition to be judged by public vote as in 2025 and agree actions necessary.
- 10**       **Sycamore Play Park – Additional Play Equipment.**
- 10.1**      To note that options for additional play equipment is being explored by the Business Support and Projects Officer.
- 11**       **Procurators House Quinquennial Inspection**
- 11.1**      Council to note and agree to the quotation of £1500 (*See Associated Document*) in respect of the requirement of the Quinquennial Inspection of the Procurators House pursuant to Financial Regulation 5.12 that states:  
The requirement to obtain competitive prices in these regulations need not apply to contracts for specialist services.
- 12**       **Standing Orders**
- 12.1**      To note that One Voice Wales have published Model Standing Orders 2026 and to agree to adopt these Standing Orders subject to inclusion of existing orders contained within the current MUTC Standing Orders.
- 13**       **Frost Fayre & May Fayre**
- 13.1**      Portaloo Toilets  
To support the annual events arranged by the Magor Churchmen/Events Group by supporting the provision of toilet facilities.
- 14**       **Withy Trees bordering Sycamore allotments**
- 14.1**      To note that a large Withy Tree came down in the Allotment allocated to Magor Scouts. An inspection was conducted and there is risk of further falling trees due to their height and significant encroachment into the allotments. To further note that the Clerk has sought quotations for pollarding trees to remediate the risk and that Council agree that works shall be scheduled to commence at the earliest opportunity.
- 14.2**      To note that the Clerk has sought quotations for pollarding trees to remediate the risk and that Council agree that works shall be scheduled to commence at the earliest opportunity within the scope of Financial Regulation 5.18 from Allotments Maintenance budget 120/4300.
- 15**       **Future Meetings of Full Council.**
- 15.1**      Extraordinary Meeting – 6.00pm Tuesday 13<sup>th</sup> October 2026 (Virtual Only)
- 15.2**      Ordinary Meeting – 7.00pm Monday 09<sup>th</sup> November 2026 at Magor Baptist Church also Virtual