

MAGOR WITH UNDY TOWN COUNCIL

CYNGOR TREF MAGWYR GYDA GWNDY

ANNUAL REPORT

2025-26



CONTENTS	Page
Introduction from The Town Clerk	2
Message from Mayor Taylor	3
Town Council Members	5
About Magor with Undy Town Council	7
Financial Report 2025/2026	14
Wellbeing of Future Generations (Wales) Act 2015	19
Council projects and initiatives undertaken during 2025/2026	20
Projects for future implementation and consideration	25
Council ongoing services and responsibilities	26
Partnership Working	27
Community Support Provisions and actions	27
Civic Services, Christmas and Community Events	28

Introduction from the Town Clerk

At the Annual Meeting of 12th May 2025 Councillor Frances Taylor was elected to the office of Mayor and Cllr Paul Cawley was elected to the office of Deputy Mayor.

The Council is required by law to produce an Annual Report in accordance with the Well-being of Future Generations (Wales) Act 2015.

This report sets out to inform the residents of Magor with Undy about the structure, responsibilities and activities undertaken by the Council during the civic year 2025/2026

As Clerk it is my responsibility to advise and support the Council, within the law, independently and objectively whilst recognising that the council as a whole is responsible for its decisions.

The Council welcomes your feed-back on what could be added, improved, or subtracted to make future annual reports more readable, informative and appealing.

The Town Council meets on the second Monday of each month (except August) and members of the public are always welcome to attend. Town Council meetings are statutorily required to be multi location meetings. This means persons can attend remotely via the internet or in person. However, it should be noted that we do not have our own premises and have to arrange the booking venues having due regard for accessibility and a good internet signal. While every effort is made to attend to such, it sometimes means that meetings will be online via the internet only.

From a personal and professional perspective, I wish to report that I have completed and been awarded the Certificate in Local Council Administration (CiLCA) Level 3, a nationally accredited qualification which covers core roles, law, finance, and community engagement.

This report covers the period of May 2025 to March 2026

Thank You
William Stephen Lewis
Clerk to the Council

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Magor with Undy Town Council's Mission Statement:

To conserve and improve Magor with Undy as an attractive and sustainable place in which to live, visit and do business

Message from Mayor Frances Taylor

Reflections on the Council's Civic year 2025-2026

As we come towards the end of the 2025-2026 Civic Year, I want to reflect on the work we have done together this year and of the foundations laid for the year ahead. In August 2025, we sadly lost former Cllr Carole Hopkins, the first Mayor of Magor with Undy. Her wisdom and good counsel will be sadly missed in our community. However, we strive to live up to the legacy of a lifetime of care and public service to Magor with Undy. It has been a privilege to serve as the Chair of the Council and Mayor.

This year, as every year the Council faces new demands and challenges. One of these challenges is meeting the ever-growing public expectations of the council and helping residents appreciate the matters the Town Council has some measure of control over and those which are matters for other levels of government, such as the County Council or Welsh Government. The Council has made great progress this year in forging relationships and partnership working with local organisations, other Council's, key individuals and the County Council.



Since opening the office in the Square, it is true to say that the Town Council has seen an extraordinary increase in the numbers of residents attending the Council office in person and or contacting us by other means. This was always the intention, to be visible and accessible to residents. This daily opportunity to engage with residents is welcome and vital to the council.



The Council office was previously located upstairs in Magor Police Station; the same open access was not possible due to the nature of the building and there was extremely limited public access. However, the nature of the work of Council staff has not changed and can be extremely demanding. To try and balance this, we have tried to dedicate core hours to open access. Many residents just call in as they go about their business. However, our staff cannot always be available due to the nature of their work. The Town Council is reviewing its staff structures to continue to improve the service it gives; we work to balance getting the work done with being accessible to residents. We are working to improve communications to residents, using multiple channels.

In the context of these challenges, the Council is working to keep improving the projects and services it provides for residents. From my perspective, some of this year's highlights include;

- Placemaking and securing a £265,000 award will support wayfinding and improvements to walking and cycling routes as well improvements to "key gateways" to the village centre such as planting, seating and improvements to Magor Square.

- Improved and Increased Summer Planting around our community.
- Move to full time grounds maintenance provision through a dedicated Magor with Undy Town Team.
- Improvements to our allotment site at Sycamore Terrace.
- Preparatory work for the new storage facility and replacement Portakabin at the Multi Use Games Area.
- A new and improved play park at Undy Athletic Club.
- New community notice boards at key locations.
- Additional Community Events such as the St. David's Day Community Celebration.
- Service of Thanksgiving to recognise our incredible local volunteers
- The Town Clerk achieving his CILCA qualification.

These are in addition to some of the long-term commitments such as Dog waste bin collections, Youth Provision in partnership with Magor with Undy Community Hub, Town Council grants reaching an ever-increasing number of community organisations and events like Remembrance, Commonwealth Day and the Community Carol Service.

My thanks to all Council staff and all those Councillors who have worked so hard this year to deliver for residents, for their dedication, perseverance and goodwill.

Cllr Frances Taylor – Chair, Magor with Undy Town Council



Members of Magor with Undy Town Council



In July 2025 two members of the Town Council resigned and in August 2025 Councillor Carole Hopkins (BEM) former Mayor, long standing members of the Council and a well - respected member of the community passed away.

Consequently, there were contested Town Council elections held in September and November 2025 which resulted in the election of Cllr Mike Boyland and Cllr Zuzka Hilton in September and Cllr Owen Hammett-Johnson in November.



Cllr Frances Taylor (Elected by Council to serve as Mayor)
Cllrfrances.taylor@magorundy.org.uk



Magor West Ward

Cllr Penny Kirkham
cllrpenelope.kirkham@magorundy.org.uk



Undy Ward

Cllr Donna James
Cllrdonna.james@magorundy.org.uk



Magor East Ward

Cllr Dr Mario Bisi
cllrmariom.bisi@magorundy.org.uk



Magor East Ward

Cllr Zuzka Hilton
cllrzuzka.hilton@magorundy.org.uk



Magor East Ward

Cllr Paul Cawley
cllrpaul.cawley@magorundy.org.uk



Magor East Ward

Cllr Victoria Hammet-Johnson
cllrvictoria.hammett-johnson@magorundy.org.uk



Undy Ward

Cllr Mike James
cllrmike.james@magorundy.org.uk



Undy Ward

Cllr Mike Boyland
cllrmike.boyland@magorundy.org.uk



Magor West Ward

Cllr Owen Hammett-Johnson
cllrowen.hammett-johnson@magorundy.org.uk



Magor West Ward

About Magor with Undy Town Council

The Town Council is made up of 10 elected councillors representing 3 Electoral Wards, Magor West, Magor East and Undy. The current council was elected in May 2022 albeit that there have been some changes of members since that time. The Council is in office for a term of 5 years and its aims and objectives are to strive to improve the quality of life for the people of Magor with Undy. It has responsibility to the local electorate for delivering a wide range of services and for the provision and upkeep of local amenities. It offers a grass roots voice for Local Governance in Wales to a diverse and growing community as well as playing a vital role in representing the interests of that community in influencing other decision makers.

The Town Council owns/leases and manages:

- The Procurators House
- Common-y-coed Plantation
- Three Allotment Sites (Undy, Sycamore & Green Moor Lane)
- Norton Lane Poor Land
- Undy Half Pipe Skate Park
- Two Children's Play Parks (at Undy Playing Fields and Sycamore Playing Field)
- Multi Use Games Area (MUGA) located at the end of Sycamore Lane
- War Memorial in Magor Square
- Undy Pound at Church Road, Undy

As well as management of the above the Council is responsible for and/or provides:

- Litter bins
- Dog waste bins
- Benches and floral planters
- Bus shelters
- Noticeboards
- Community grant funding
- Funding for Monmouthshire Citizens Advice Bureau
- Maintenance grants for the two churchyards
- Are Consultees on all planning applications in the community and make representations when required.
- Commonwealth Day Service
- Annual Remembrance Day Service in Magor Square
- Christmas trees and Festive Lighting
- Open Air Carol Service in Magor Square

The Mayor (Chair)

The Chair is elected by the members section under 15 (1) of the Local Government Act 1972 at the Council's Annual Statutory Meeting each May and serves for 12 months.

The Chair is responsible for presiding at meetings ensuring all Councillors contribute to discussions and that effective and lawful decisions are taken with the advice of the Clerk. The Chair summarises debate and by virtue of the Local Government Act 1972 Sch 12 par 39(2) has power to exercise a casting vote in the event of an equality of votes.

Mutual respect between the Chair and the Clerk and all members of the Council is a fundamental requisite and essential to service delivery and good governance.

The Chair is the public face of the Council and must promote the decisions and views of the Council and not their personal view.

The Chair cannot legally make a decision/promise on behalf of the council.

Councillors as Individuals

Councillors are individuals, who are elected on to the Council through the democratic process under Section 16 (2) of the Local Government Act 1972 every 4 or 5 years. A Councillor can also be returned by local by-election or co-option. Either way, before acting as a Councillor, they must sign a declaration of acceptance of office undertaking to observe the Council's Code of Conduct and complete a list of interests in which they need to declare any associations or affiliations with groups, bodies or individuals.

Councillors have a responsibility to attend council meetings when summoned to do so and act on behalf of the whole electorate. Councillors should prepare for meetings by studying the agenda and ensuring that they are properly informed and prepared for the issues being discussed. It is the individual Councillor's duty to declare an interest and leave the meeting if any matter being discussed could be perceived as securing any type of advantage to that Member.

Councillors contribute to the work of the Council by:

- Suggesting ideas
- Engaging in constructive debate
- Interacting with their electors
- Behaving in an ethical way
- Voting – enabling the Council to make decisions
- Councillors cannot make decisions/promises individually, this has to be done by the Council as a corporate body. Councillors actively and constructively contribute to good governance and encourage community participation and residents' involvement in the work of the council.

Details on how to contact a Magor with Undy Town Councillor can be found on the Councils website www.magorundy.org.uk/Contact

In 2025/26 the Council was represented on the following outside bodies:

Monmouthshire Citizens Advice Bureau

School Governors (Minor Authority Representative-Magor with Undy Town Council)

Severnside Area Forum (Monmouthshire County Council)

Give Dog Fouling the Red Card Working Group

One Voice Wales - Larger Council's Committee

NRW Internal Drainage Board/ Caldicot and Wentlooge Levels

MUCH - Magor and Undy Community Hub

Undy AFC

Full Council Meetings between 12th May 2025 and 13th April 2026.

There were 16 meetings of the Full Council during the above period. Most were 'Multi-location' meetings and a few were 'Virtual only' as a consequence of prevailing circumstances.

Name	Meetings Attended	Notes
Cllr C Hopkins (Outgoing Mayor)	2	Deceased August 2025
Cllr F Taylor (Incoming Mayor)	15	
Cllr D James	14	
Cllr M James	14	
Cllr P Kirkham	15	
Cllr P Cawley	15	
Cllr V Hammett-Johnson	16	
Cllr M Bisi	8	
Cllr N Baicher	4	Resigned July 2025
Cllr C Baker	3	Resigned July 2025
Cllr M Boyland	9	Elected to Council September 2025
Cllr Zuzka Hilton	10	Elected to Council September 2025
Cllr O Hammett-Johnson	7	Elected to Council November 2025

Your local Councillor is a channel of communication, ensuring that constituents are informed of services available and dealing with enquiries fairly, without prejudice.

Town Councillors are not paid a salary for their work. They are however, entitled to receive a basic payment allowance of £156 and an allowance for consumables of £52 per year per year which is mandated by the Independent Remuneration Panel for Wales.

A senior allowance (optional payment) of up to £1500 may be awarded for the office of Mayor and £500 for the office of Deputy Mayor

These allowances are paid quarterly in arrears. The budgeted allowances for the year 2025/2026 was £4,780 from which payments totalling only £2,524.10 have been made to members consequent to a number of the Town Council members opting out of this entitlement.

In January 2026 Council adopted a new policy 'Mayor Discretionary Fund' which allows the Mayor of MUTC to transfer their optional payments into a new Budget Line 'Mayor Discretionary Fund'.

<http://www.magorundy.org.uk/ UserFiles/Files/POLICIES%202026/MAYORS%20DISCRETIONARY%20FUND%20POLICY.pdf>

Complaints against Council.

During this council year, 6 complaints from 4 members of the community were received and dealt with under the Councils Complaints Policy.

Public Service Ombudsman for Wales (PSOW).

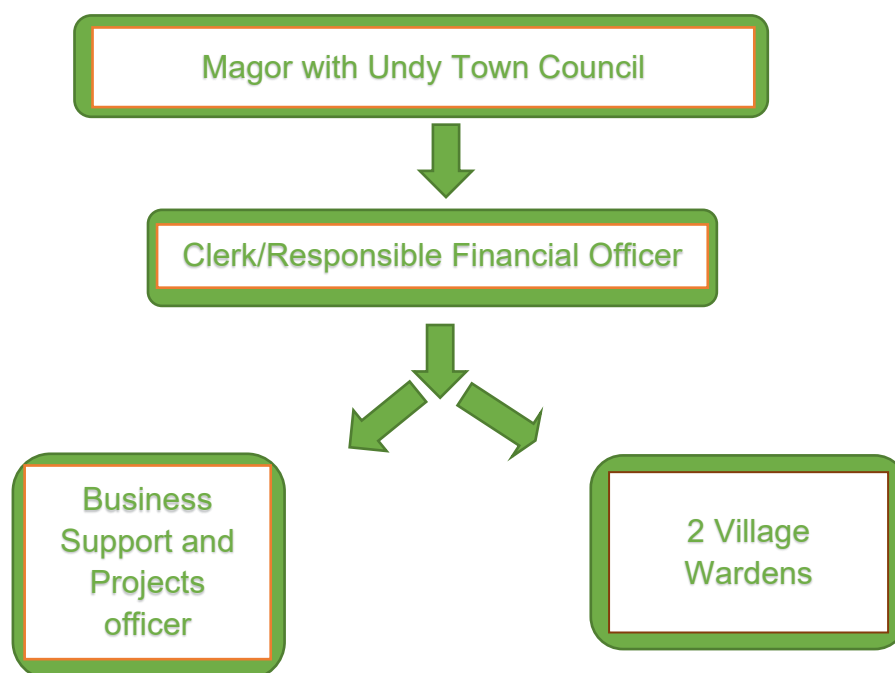
During this council year, 29 complaints under the 'Code of Conduct' were made against members of Magor with Undy Town Council where 22 came from 10 members of the public. These complaints were investigated by the PSOW under their 3-stage process:

- Pre-Assessment: Initial consideration by the Complaints Advice Team (CAT).
- Assessment: Code of Conduct team determines if the complaint meets the two-stage test (evidence of a breach + public interest).
- Investigation: An Investigation Officer investigates, gathering evidence to determine if a breach occurred.

The PSOW determined that of the 29 complaints, that 26 did not meet the threshold for the first stage, finding no evidence of any breach of the code. Two of the remaining three complaints were held over for further investigation under stage 2 and later found to have no evidence to substantiate a breach of the code.

There is one remaining complaint, the investigation of which, has at this time not been concluded.

Council Staff and Management



The Clerk and Responsible Financial Officer

The Clerk is the Council's Chief Officer employed under section 112 (1) of the Local Government Act 1972. As the Proper Officer of the council in law the Clerk is answerable to the Council as a whole. Individual members cannot give instructions to the Clerk.

The Council must also appoint a Responsible Financial Officer (RFO) to manage its finances and at Magor with Undy Town Council the Clerk and RFO is the same person.

The role of the Clerk and RFO, although not exhaustive, includes:

- Advising the Council on legal matters
- Organising the Council's procedures
- Gathering information to help the Council make an informed decision
- Raising the profile of the Council in the local community
- Implementing the Council's decisions
- Providing administrative support
- Personnel management
- Project management
- Health and safety management
- Management of Council's finances

The Clerk can have delegated powers of the Council to act on its behalf under the Local Government Act 1972 Section 101 (Discharge of Functions).

Whilst it is good practice for the Clerk to consult on the content of an agenda with the Chair, the Clerk has the final say as Proper Officer and the legal signatory.

All correspondence for the Council should be addressed to the Clerk.

Business Support and Projects Officer

In May 2024 the Council having undertaken a business case employed a person in the role of Business Support and Projects Officer.

This role was created specifically to attend to delivery of projects and services within the communities and furthermore to offer resilience and assistance to the Town Clerk and RFO. This appointment has proven to be essential to the Council delivery of projects and initiatives e.g.: Undy Play Park re-development 2025, St Davids Day Event 2026, the replacement unit to the Portacabin at the MUGA and many other services in the communities.

Village Wardens

The Council employ two persons each contracted to work 10 hours each week.

The Council as an Employer

The Council as a corporate body is the overall employer however it would be impractical for the whole Council to act as a line manager hence that responsibility falls to the Mayor and Deputy Mayor in the absence of the Mayor.

All other staff, although employed by the Council, are under the direct responsibility of the Clerk who is their manager.

The Council has a number of rules, procedures and guidance in place to ensure it safeguards both employees and the Council as a safe and efficient place of work. It also has policies in place to assist and protect its employees and these are reviewed annually to reflect ongoing developments. Current policies can be viewed on the Council's website www.magorundy.org.uk.

Democracy and Decision Making

An annual meeting is held in May each year where the first order of business on the agenda is the election of the Mayor and Deputy Mayor for the forthcoming year.

Council Ordinary Meetings are normally held on the second Monday of each month.

Occasionally when there are matters for Council to debate which cannot wait until the next Ordinary Meeting an Extraordinary Meeting may be convened at short notice.

All meetings are required to be multi-locational pursuant to The Local Government and Elections (Wales) Act 2021. This mandated requirement has been particularly challenging during the past years, the Council do not own their own venue to purpose meetings and we are restricted to arrange meetings subject to availability at either Magor Baptist Church, Undy Church Hall, The Hub or St Marys Church Hall. To facilitate the requirement for meetings to be held according to statute the Town Council purchased audio/visual equipment which is used at the meetings and it has become very apparent that the most suitable venue offering the best result regarding virtual inclusivity is the School Room at Magor Baptist Church.

All meetings are open to the public to attend either in person or virtually. The Council use Zoom Communications for virtual access to meetings and there is an opportunity for the public to contribute to matters on the agenda at Ordinary Meetings during the Public open Forum at the beginning of a meeting.

However, consequent to an incident which occurred at a Virtual Meeting in June 2025 where an unknown person was able to access the meeting and cause disruption with anti-semitic and racist slurs the Council reviewed its Virtual Meetings Policy and introduced a Multilocation Meeting Protocol with measures to mitigate against such incidents and to ensure better control and management of the meeting. The Multilocation Meeting Protocol may be viewed on the Council website:

[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)

As a corporate body the Council sets an annual budget and the strategic direction of the Council. The Council obtains almost all of its funds from its precept - an additional amount which is added to council tax bills based upon the Council's estimated expenditure. For the

financial year 2025/26 the Council precept was £350,000 which equated to £111.40 per Band D property.

Income is also generated from interest on the Council's General Reserves saving account, and monthly income consequent to investment in CCLA Public Sector Deposit Fund. Further income is received from allotment rent and booked usage of the Multi Use Games Area (MUGA). Council can also apply for grants from bodies to contribute to projects that the Council are seeking to provide.

Details on how to contact the Council together with notices of meetings, agendas, reports and minutes can be viewed on the Town Council's website together with information about the Council's finances, including its annual accounts and governance documents.

Financial expenditure

The Council's expenditure is controlled by a budgeting and monitoring process. In setting the budget the Council aims to provide services, manage facilities and meet its priorities as debated and agreed during the budget process commencing with a workshop convened in November of each year. The resulting budget arising from the workshop is then considered and approved at the Annual Finance Meeting, held in the following January.

In order to effectively manage public funds Magor with Undy Town Council:

- Strives to obtain value for money
- Monitors and controls expenditure as per its Standing Orders and Financial Regulations
- Considers budget versus actual comparisons throughout the year
- Annually reviews its hire and tenancy fees
- Provides grant funding, in accordance with policy
- Identifies future projects, as required
- Publishes details of its Finances on its website www.magorundy.org.uk

In order to finance longer-term projects, Council sets aside funds into an Earmarked Reserves Budget. These Earmarked Reserves (EMRs) are used for specific purposes as opposed to general contingency purposes; these can include community projects or capital purchases and ensures that funds are available when needed e.g. Playground equipment replacement.

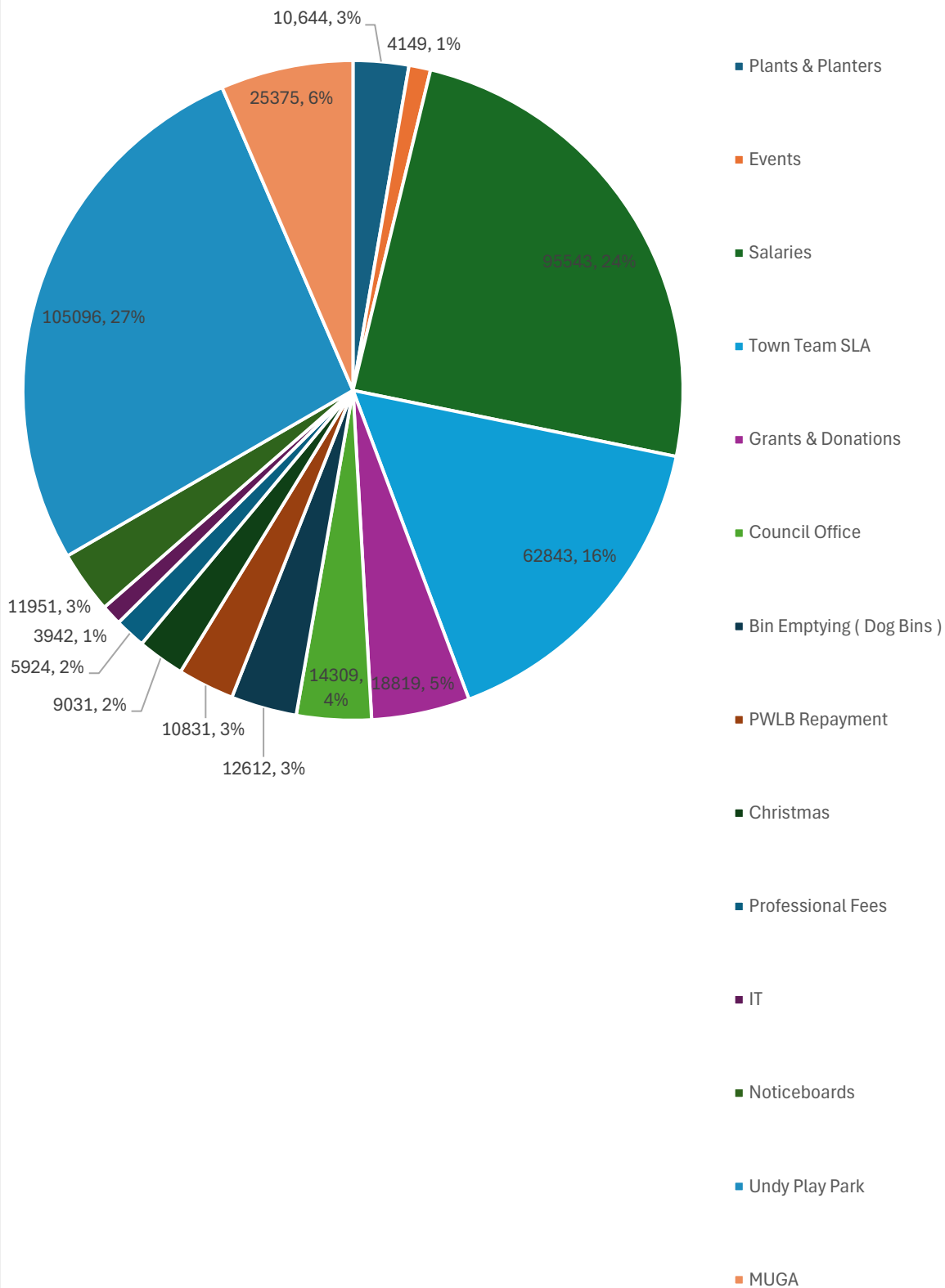
The Council's accounts are audited each year in accordance with the Accounts and Audit (Wales) (Amendment) Regulations 2018. End of year accounts for 2025/26 shall be available to view on the Council's website upon receipt of certification from the Auditor General for Wales.

The accounts for the year 2024/25 have not yet been certified by the Auditor General for Wales.

By law any interested person has the right to inspect a Council's accounts. If you are entitled and registered to vote in the Town Council elections, then you (or your representative) also have the right to ask the appointed auditor questions about the council's accounts or challenge an item of account contained within them.

Council will be considering the budget for 2027/28 from November 2025.

Largest Areas for expenditure 25/26



Budget 2026 - 2027

The following schedules show the 2026-27 Budget(s) approved at the Finance Meeting of Monday 26th January 2026

MUTC BUDGET 2026 / 2027 - as agreed 26 January 2026

110	Administration	
4000	Staff Salary incl NI and pension	£131,509.00
4050	Staff Mileage & Benefits	£480.00
4070	Staff other Expenses	£200.00
4075	Staff PPE & Uniforms	£400.00
4080	Training	£4,000.00
4090	Councillors Allowances	£4,080.00
4100	Bank Charges	£120.00
4110	Audit Fees	£2,000.00
4115	Chepstow Accountancy (Bureau)	£275.00
4120	Professional Fees	£2,000.00
4130	Subscriptions & Memberships	£1,700.00
4140	Insurance	£3,000.00
4150	Stationery & Office Equipment	£2,000.00
4155	Photocopier	£1,211.00
4160	Postage	£60.00
4170	Telephone & Broadband	£2,000.00
4180	Website	£4,000.00
4185	Survey Monkey	£340.00
4190	IT- (ZOOM) (MICROSHADE) (Vision ICT)	£3,850.36
4210	Grants & Donations Paid	£18,000.00
	Youth Provision. MON CC SLA & MUCH HALL	
4215	HIRE	£22,800.00
4220	Hall Hire	£1,000.00
4225	Hybrid Meetings	£1,000.00
4230	Section 137 Expenditure	£2,000.00
4250	PWLB Repayment	£10,831.00
4270	H & S Equipment - PPE & Defibs	£500.00
4285	Newsletters	£2,500.00
4365	Consultation Programme	£500.00
4475	Confidential Waste Disposal	£513.00
4812	Citizens Advice Bureau	£10,000.00
115	Council Office	
4145	Office Accommodation	£8,003.00
4200	Utilities	£850.00
4205	Cleaning	£1,200.00
4240	Rates	£3,880.00
4300	Maintenance	£300.00
4400	Furniture	£500.00
120	Allotments	

4245	Leases	£45.00
130	Service Events	
4350	Commonwealth Day	£500.00
4355	Events Other	£10,000.00
4360	Remembrance Sunday	£250.00
4370	Carol Service	£500.00
4380	St Davids Day	£5,000.00
140	Common Y Coed Development	
4300	Common-y-Coed Maintenance	£4,800.00
150	Outside Spaces	
4240	Rates	£6.00
4245	Leases	£3.00
4440	Service Level Agreement	£82,725.00
4450	Bin Bags	£200.00
4460	Bin Emptying (Dogs)	£12,000.00
4465	Plants and Planters	£12,900.00
4560	Equipment	£1,000.00
4800	Town Improvement & Placemaking	£91,000.00
160	Play Parks	
4245	Leases	£120.00
4560	Play Parks - Equipment	£20,000.00
170	Sycamore Sports Field	
4200	Utilities	£340.00
4240	Rates	£776.00
4245	Leases	£5.00
4300	Sycamore Sports Field - Maintenance	£1,000.00
4550	Inspections	£190.00
NEW	MUGA cleaning	£1,200.00
190	Events	
4200	Utilities	£1,030.00
4202	Decoration (incl Bunting etc.)	£1,000.00
4700	Christmas	£16,000.00
		£510,192.36

Check:

£0.00

MUTC Ear-marked Reserves to cfwd 2026/2027- as agreed 26 January 2026

110	Administration	
4120	Professional Fees	£10,000.00
4180	Website	£4,000.00
4210	Grants & Donations Paid	£12,000.00

4215	Youth Provision. MON CC SLA & MUCH HALL HIRE	£2,200.00
4260	Elections	£4,366.00
4270	H & S Equipment - PPE & Defibs	£2,000.00
120	Allotments	
4300	Allotments' Maintenance	£16,500.00
140	Common Y Coed Development	
4300	Common-y-Coed Maintenance	£5,200.00
150	Outside Spaces	
4275	Sycamore Lane	£20,500.00
4280	Notice Boards	£3,000.00
4440	Service Level Agreement	£6,000.00
4445	Grass Cutting	£2,000.00
4455	Litter Bins & Benches (new)	£2,495.00
4460	Bin Emptying (Dogs)	£3,000.00
4800	Town Improvement & Placemaking	£57,345.00
160	Play Parks	
4300	Play Parks - Maintenance	£6,900.00
4550	Play Parks - Inspections	£1,750.00
4560	Play Parks - Equipment	£30,780.00
170	Sycamore Sports Field	
4300	Sycamore Sports Field - Maintenance	£1,300.00
4600	MUGA Refurbishment	£25,375.00
4601	MUGA Field Improvements	£1,000.00
175	Procurators House	
4290	Procurators House	£12,077.00
180	Village Booklet	
	WELCOME PACK - NEW PROJECT UNDER	
4510	PLACEMAKING	£3,500.00
200	Potential Future Projects	
4810	Allocated Dog Space	£10,000.00
4830	MUGA Courts - 2nd Phase	£55,000.00
4835	Toilets / Amenities	£15,000.00
		£313,288.00

Wellbeing of Future Generations (Wales) Act 2015

The Seven Wellbeing Goals for Wales

The summary of the Council's activities that follows is based upon the seven well-being goals of the Well-Being of Future Generations (Wales) Act 2015. The Act defines sustainable development as the process of improving the economic, social, environmental, and cultural well-being of Wales by acting in accordance with the sustainable development principle, aimed at achieving the well-being goals.

Magor with Undy Town Council recognises the role that it needs to play in promoting sustainable development and how it goes about meeting its duty under the Act whilst continuing to work for and with its local communities.

The well-being goals are indivisible from each other and explain what is meant by the well-being of Wales. The Town Council embraces these well-being goals and will place them at the heart of its planning and decision-making process to improve the general quality of life (well-being) within its administrative area. The seven goals are as follows in accordance with the Act.

A prosperous Wales	The provision of mechanisms to support residents with cost-of-living increases assisting a community fridge. Provision of grant funding to local organisations that benefit residents. Arrangement of community events and collaboration with local groups to promote engagement and increase footfall for retail sector businesses in the village of Magor.
A Resilient Wales	Delivery of Councils Biodiversity Policy. Improvements to allotment sites and onward consideration of a Community Garden.
A Healthier Wales	Raising the profile of health and wellbeing across the Council Staff and the communities
A More Equal Wales	Reduction of inequality and support of local groups in their events and activities. Provision of suitable equipment to engage with deaf persons at Council meetings
A Wales of Cohesive Communities	Engagement with whole community in respect of issues that impact the communities, events, meetings and F2F Council surgeries, promoting such via social media, council website and council noticeboards
A Wales of Vibrant Culture and Thriving Welsh Language	Working together with GWT having a duty for protection of local SSSI of the Gwent Levels to encourage visitors. An ambition to as soon as is reasonably practicable improve the Council website and documentation to promote Welsh Language.
A globally responsible Wales	The formation of a joint working partnership with Monmouthshire County Council and Welsh Government in regard to Town Regeneration. A Placemaking delivery group have developed a strategy for 'quick win' improvements and for long term regeneration of the community to improve amenities and access in both villages.

Placemaking Plan

Magor with Undy being classified as a Town came by virtue of The Monmouthshire (Communities) Order 2022 (SI 2022/279) which came into force on 15th March 2022 that finalized boundary changes recommended by the Local Democracy and Boundary Commission for Wales, cementing the status of the community council for Magor with Undy as a Town Council.

An advantage of this change of status meant that there was funding for Town Centre regeneration from the Welsh Government and as a consequence Magor with Undy qualified for this funding.

The Magor with Undy Placemaking Plan was developed through extensive stakeholder and community engagement, with each phase directly informing key aspects of the final plan.

A dedicated steering group made up of representatives from Monmouthshire County Council and Magor with Undy Town Council provided strategic guidance throughout the project. Most importantly, the steering group carried out a prioritisation exercise using information including feedback from the public consultation to determine the priority projects and make sure resources would be focused on community-supported initiatives.

Stakeholder workshops formed a cornerstone of the engagement approach, with each workshop having a distinct purpose in the plan's development. The first one, held in October 2024, gathered invaluable local insights that directly informed the development of the vision for Magor with Undy's future. Participants identified what they loved about the village centre and imagined its future through structured discussions, with their input shaping the aspirational final vision. The second workshop, held in January 2025, gathered feedback on the draft proposals, with stakeholder expertise informing and refining the proposed projects before the wider public consultation. Interactive walkabouts around the wider village centre and onto the B4245 provided a ground-level understanding of specific issues and opportunities, bringing the desktop analysis to life. These sessions highlighted how the village centre relates to the B4245, the main road through the community, how neighbouring amenity space and buildings contribute to daily life, as well as the role and function of the Square. Targeted meetings with specific groups ensured diverse perspectives were captured that included local businesses, interest groups. Sessions with young people were held with the local youth club providing insights into how young people experience the village centre, informing projects designed to encourage greater engagement from this age group. The public consultation phase in February 2025 provided different ways for the community to take part. In-person drop-in sessions at the Baptist Church and Magor with Undy Community Hub attracted 255 people over two days, with peak attendance during the lunchtime periods. A static display in the Town Council's office window provided additional opportunities for feedback. Digital engagement through the Let's Talk Monmouthshire platform expanded reach significantly, with 1,298 visitors to the project page and 281 downloads of the proposals document. In total, 179 people completed the feedback survey either online or on paper. Further correspondence from local groups and residents added to the feedback which has been used to refine the project ideas, ensuring they addressed community priorities and concerns. It also informed the vision, confirming community support for its proposed direction and crucially, informed the prioritisation of projects alongside the steering group's deliberations.

This placemaking plan sets out a vision and framework for improving the village centre and its immediate surroundings over the coming years. While the focus is on the village, centred around The Square and Newport Road, the plan also looks to its immediate neighbourhoods, nearby parks, the community hub building and its planned walkway train station site. It also looks at how it can maximise the location of Magor with Undy within the Gwent Levels and its local heritage.

Youth Provision

The regular Youth Club provision takes place on Tuesday evenings at the Community Hub. This continues to be very popular with attendee numbers averaging around 20 but some weeks are as high as 45.

Key Performance Indicator / KPI (emboldened ones are included in the MonLife business plan)	Figures for Quarter 1	Figures for Quarter 2	Figures for Quarter 3	Figures for Quarter 4	Annual Target (figures)	Annual figures achieved	RAG rating at the current quarter Not on target Ongoing / working towards On target / achieved
Number of sessions opened at Magor Youth Provision	12	14	12	12	48	50	
Number of hours opened at Magor Youth Provision	22	28	24	24	64	100	
Number of new individual young people attending Magor Youth Provision	82	29	6	31	100	147	
Number of contacts made at Magor Youth Provision	359	224	137	223	350	943	

01st April – 30th June

After Easter year 6 pupils were invited to attend which saw an immediate increase in attendance of young people.

Activities provided within the session included Karaoke, Baking, Sports Activities, and Cooking. Magor Youth Club would benefit from a few more volunteers. With more volunteers there can be an increase the variety of activities offered.

01st July – 30th September

There is a core group of regular young people that attend the session in Magor. They have an active role in planning future sessions and are happy to speak to staff about what they would like during sessions. Throughout the summer there were positive numbers with Young People coming in and out due to the nice weather. Young people that were in year 6 have started to speak to staff during school sessions and are aware where to go if they need support.

1st Oct – 31st Dec

There has been a core group of young people who attend the session on a regular basis. Staff have followed a planned set of activities. The local Gwent Police CSO's have accessed the sessions and engaged in positive activities with local young people. MUTC have checked in periodically with the sessions to see how the sessions have been running and if further support is needed.

This quarter saw a decline in the number of young people accessing the sessions. Youth Services sought to promote and encourage pick up via our school sessions in Caldicot School and Make Your Mark assemblies which yielded positive results.

1st Jan – 31st Mar

The numbers picked back up as the nights got a bit brighter. A well-attended circus skills session funded through Dance-Blast and the creative futures project was held. Attendees have been requesting equipment to use each week and this is being looked into as a possibility. The local CSO

has continued to attend and support the sessions. Staff also enjoyed a few cooking activities with the young people including pancake day.

Numbers have improved throughout the quarter, but it is noticeably busy and not much room for more young people. As the weather improves there will be more young people using the outside space and it would be nice to be able to support the young people outside on the tennis courts.

Age of Young People attending (As 31/03/26)	Number of Individual Young People Attending
11	36
12	47
13	50
14	10
15	4

Community Litter Pick

In June 2025, Cllr F Taylor coordinated a community litter pick which despite adverse weather conditions on the day was well supported by the community. After the litter pick everyone enjoyed a warm drink and homemade cakes.



Councillor Surgeries

Councillor Surgeries were reinstated and are held in conjunction with Gwent Police.

These take place at the Community Hub and the timings are alternated to try and accommodate as many residents' ability to attend as possible. The attendance at these surgeries is variable but are valued by those that have made contact and it continues to be an additional route for contact with Councillors. The surgeries have recently been rebranded as 'Coffee with Councillors' to try and make it a more informal process with the aim of encouraging more residents to engage with the Town Councillors.

Undy Play Park

After several years in planning and budgetary provision the Town Council were delighted to be able to upgrade the play equipment at Undy Play Park in the summer of 2025.

The design of the park was guided through public consultation with potential users of the park.

The opening launch party took place in September 2025.

This was a family orientated event and was very well attended and appreciated by residents.



Council Noticeboards

Another project that involved a public consultation was the renewal of the noticeboards in Magor & Undy. Over the years the existing Noticeboards located at Llandeveyney, Queens Gardens, Dancing Hill, Main Road (outside Police Station), Main Road/Vinegar Hill, Main Road/Rockfield Grove and Undy Pound had become unfit for purpose for a variety of reasons and Council agreed by resolution to replace the notice boards.



A working group and consultation held determined the relocation of one of the noticeboards (outside Magor Police Station to Hub Car Park) the complete removal of one that had been swallowed in the laurel hedgerow at Vinegar Hill. The relocation of the one at Dancing Hill for reason of access and the relocation of the one at Queens Gardens due to unstable foundation. Seven new noticeboards (see picture) were erected at the sites above and as replacements for the remainder.

The Noticeboard located in the Hub car park is constructed and designed so that one window is accessible for members of the public to use.

Replacement unit at MUGA

The existing unit at the MUGA was condemned due to Health and Safety risks. The Clerk worked with Cllr Penny Kirkham and identified that a converted shipping container would meet the needs of the MUGA for both storage and amenities. Works on the land have taken place in January 2026 to enable the installation of the unit. Unfortunately, due to manufacturing delays which are out of our control the unit has not been installed to date but we are hopeful that this will be installed pre summer. The Clerk and Projects Officer are in frequent contact with the supplier.



Once installed the unit will require regular cleaning and the provision of consumables for which budgetary provision has been made.

Creation of a Community Garden Allotment at Sycamore Terrace.

The demand for allotments in Magor and Undy out ways what the Town Council is able to currently provide.

A previously unused area of the Sycamore Allotments has been identified as being suitable for some raised beds and a community area for growing and socializing. This concept would enable many residents with the desire to garden to take part and enjoy this valuable activity which is supportive of both physical and mental health.

The Business Support and Projects Officer and the Clerk are exploring possible funding opportunities for this project.



Resurfacing of Council Owned Sycamore Lane (private access road to MUGA)

The business of attending to this shall begin as soon as the replacement unit at the MUGA has been completed. This is because heavy vehicles shall be used to deliver the unit and it would be best practice to wait,

The re-surfacing of this small stretch of roadway between the end of Sycamore Terrace and the MUGA is not simply a matter of dropping new tarmac onto it. We shall be engaging with Mon CC with particular reference to attend to drainage and planning.

Public Amenities / Toilets Working Group

This working group had a several meetings in 2025 to explore opportunities available for the provision of public amenities. Due to mitigating factors this working group have been unable to convene as yet in 2026 but the matter of provision of public amenities remains a consideration of the Town Council.

The Town Council have ensured that portable toilets have been hired for community events at Magor Square during the last year and has proven to be cost effective to meet the short-term need at events.

Council Newsletter – to continue bi-annually.

Two Newsletters were produced in Spring and Winter 2025 by the Town Council. These were distributed by the Magor Churchmen at the same time they were distributing the May Fayre and Frost Fayre Newsletters.

Phase 2 of the MUGA

Budget provision have again been made to build funds for an expansion of a facility for public use at the grounds around the MUGA. At this time there are no firm commitments as to what development of this area what this project shall be as there are many mitigating factors to be considered.

Council ongoing services and responsibilities

MCC Severnside Town Team

In 2023 Magor with Undy Town Council entered into a Service Level Agreement Contract with Monmouthshire County Council where we pay for the provision of two personnel providing a combined 50 hours of work each week. These 'Town Team' officers undertake a wide variety of maintenance tasks within the communities of Magor and Undy.

Since the introduction of this service there has been noticeable improvements to the street scene and Council frequently receive positive comment from residents about work which has been carried out.

Dog Waste Bins

The Council provides 33 dog waste bins at various locations in Magor and Undy. The collection of waste from these bins is under contract to a service provider who collects the waste on either Tuesday or Wednesday each week. The cost for this service provision in 2025/26 was £ 12,612.00 Unfortunately, the use of a number of these bins is abused, where dog owners take carrier bags full of waste from their gardens and drops them in. This results in the bins becoming full too quickly. This practice is regarded as fly-tipping and persons found to be doing this may be prosecuted. The dog waste bins are for use by persons walking dogs to dispose of the dog waste in suitable bags while out walking their dogs.

If the bins are full, dog waste may be disposed of any of the Council Litter bins OR it can be taken home and disposed of with household black bag waste. Bags of dog waste should not be left on the ground at the foot of the bins, left hanging on the bins or hanging from bushes.

Allotments

The Council manages 3 allotment sites at Greenmoor Lane, Sycamore Terrace and, Undy. The waiting list expanded to more than 50 during the pandemic and it was identified that the three sites required to be attended to. Over the previous three years there has been an ongoing program of work for improvement of the allotment sites. The waiting list has been reduced and Council are looking at ways in which further improvements can be made.

Planters

During late spring and the whole of summer 2025 local volunteers and businesses within Magor Square planted up and watered their own planters in the Square while a contracted service provider planted up the large planters in Magor Square, Queens Gardens, Rockfield Grove and all other planters throughout the villages of Magor and at Undy.

Partnership Working

MUTC regularly work in partnership with Monmouthshire County Council to provide services and amenities for the benefit of the community.

We also worked in partnership with the Churches, The Royal British Legion and Magor Events Group to assist in the arrangement of Civic Services and Community Events.

Summer Playscheme

Play is important to the physical, mental, emotional and social health of our children and through play children learn life skills and develop Well-being. In 2024/25 Council contributed £4,000 towards the operation of a summer play scheme for the children of Magor and Undy.

Community Support Provisions and actions

Grant funding

Council has financially supported many community groups to provide services that support the community and encourage community involvement. During the year 2025/2026 the following grants were awarded by the Council:

Magor 2 nd Brownies	Financial Support of travel costs to Liddington Outward Bound Centre	£ 1000.00
Magor Primary PTFA	Contribution to supporting the fundraising event	£ 1000.00
Magor RFC	Purchase of equipment and marketing	£ 6,060.61
Caldicot Food Bank	Christmas Food Parcels	£ 600.00
Friends of the Hub	Provision of activities at the HUB to tackle loneliness, support inclusivity and promote learning opportunities.	£ 721.71
Crisis at Christmas	To support National campaign re homelessness at Christmas. (Policy waived by virtue of S137(3) LGA 1972)	£ 1,490.00
Gwent Wildlife Trust	Support Grant for Wildlife Warriors engaged in local activities	£ 2,910.00
Magor Events Group	For Purchase of Secure Storage Unit for events equipment	£ 1,100.00

Wales National Armed Forces Day **28/06/25**

On Saturday, 28th June 2025 Monmouthshire hosted Wales' National Armed Forces Day – providing opportunity to show support for the men and women who make up the Armed Forces community: from currently serving personnel including reservists to Service families, veterans, and cadets.

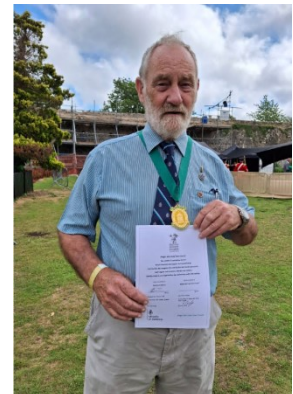


The goal of Armed Forces Day was to enhance public support and appreciation for the military while bringing the community together in a family-friendly, free event. The day featured parades, military displays, and various activities, offering the public a chance to learn about the military's role and contributions, thus fostering a deeper understanding and appreciation of the armed forces.

The day-long event was organised in partnership with senior leaders within the Army, Navy, and RAF and it featured various assets from the Armed Forces, family entertainment, live music, exhibitions, food and drink, and many engagement teams from across the Armed Forces.

Deputy Mayor Cllr P Cawley on behalf of Magor with Undy Town Council was designated as the representative and signatory to the Armed Forces Covenant at the Wales National Armed Forces Day event at Caldicot Castle on 28th June 2025.

Cllr Cawley described this day as truly memorable and of what an honor it was that he was designated to represent the Town Council for the signing



Remembrance Day Service

On Sunday 09th November 2025 in association with The Royal British Legion and the Churches of Magor and Undy we commemorated Remembrance Day at the War Memorial, Magor Square. The service was attended by many local groups, organisations and importantly members of the community. Once again special recognition and thanks are extended to the community as the total attendance was more than 450 people, which was outstanding and is of credit to all.



Christmas 2025

Council provides Christmas lighting and Christmas trees at Magor Square, Main Road and Undy Pound and for Christmas 2025.



Best Christmas Shop Front

This year was judged by members of the community in a poll organized by the Council Office where printed voting forms were distributed to the businesses so that members of the public could vote for their choice of the best decorated shopfront. The voting forms were collected and counted at the Council Office. The response was very impressive and more than 150 votes were cast. It was also very clear that children had a major role in the voting process.

The standard of the displays demonstrated the efforts that the business put into creating a festive spirit and they should all be applauded for the hard work. The winning entry was Mias Coffee Shop and the prize cup and additional prize courtesy of Magor Brewery was awarded to Emily and Emma by guest judge Lloyd Manship accompanied by Cllr Owen Hammett-Johnson, Cllr Zuzka Hilton and Deputy Mayor Paul Cawley.



MUTC Open Air Carole Service at Magor Square. Friday 05th December 2025

Sadly, again this year the weather was very unkind with Storm Bram which brought heavy rain and strong winds. Nevertheless, the Carole Service went ahead indoors at the Golden Lion by their kind and generous invitation. The Town Council thanks the Churches of St Marys and Magor Baptist for their attendance and support and the Severn Tunnel Band for their attendance and their flexibility so that this service could go ahead albeit not as planned.

Despite the re-arrangement due to the weather the event was still well attended and well received and the Town Council were very grateful to the landlord of the Golden Lion for stepping up so that the scheduled Carole Service was able to be proceeded with.



St Davids Day Eisteddfod. Saturday 28th February 2026

In November 2025 Council agreed to proceed with an event in celebration of St Davids Day which was being encouraged by Welsh Government and that grant funding applications could be submitted. MUTC failed (as did many other councils) to secure the grant but nevertheless agreed to proceed with arrangement of an event.

Working collaboratively with the churches and many organisations within our community it was arranged for several different attractions and events be provided at various locations within the community. The Hub, Undy Memorial Hall, Undy Church Hall, Magor Baptist Church, St Marys Church Hall Magor and a marquee was erected in Magor Square to facilitate various layers of entertainment including drama and singing. Businesses in the community also got involved with the Welsh themed activities. The event attracted very welcome positive feedback from members of the community.



Commonwealth Day Service

An Observance for Commonwealth Day 2026 was held at St Mary's Church, Magor on Monday 09th March 2026

Members of the Town Council were joined by Year 6 pupils from Magor CiW and Undy Primary Schools to celebrate this year's theme "Unlocking opportunities together for a prosperous Commonwealth"



Service of Thanks for Community Volunteers. Sunday 22nd March 2026

The Town Council partnered with both churches to honour the numerous local volunteers who enrich our community. Recognizing these unsung heroes was a cause championed by the late Cllr Carole Hopkins, and it was a true privilege to host this event for the first time. The occasion was well-received by 85 community members. It featured a service at St Marys Church, Magor followed by afternoon tea at St Marys Church Hall where attendees were served by Council staff and members with a well-deserved refreshment of tea, sandwiches and cake.

