



PENHOW COMMUNITY COUNCIL

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www.penhowcommunity.org

Dear Councillor

You are hereby **summoned** to attend an **Ordinary Meeting** of **Penhow Community Council** to be held in **St. John's Hall, Penhow** on **Wednesday 2nd October 2024 at 7.15pm.**

Councillors are reminded that they attend this meeting under the provisions of the Community Council's Code of Conduct.

Beverly Cawley,
Clerk to the Council (07785 747 762)

26th September 2024

2024/
2025

AGENDA

Public Open Forum

(members of the public should be mindful of the Council's standing orders numbers 3.d - k)
[standing-orders-2024.pdf \(penhowcommunity.org\)](#)

1 CHAIR'S ANNOUNCEMENTS

- 1.1 To receive apologies for absence
- 1.2 To receive any update and feedback from Chair on meetings/events attended

2 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA – Forms to be completed.

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

3 MINUTES OF THE LAST MEETING

- 3.1 To adopt the minutes of the last Ordinary Meeting held 4TH September 2024

4 FINANCE - GOVERNANCE

- 4.1 To approve the Bank Reconciliation as of 30th September 2024.
- 4.2 To approve payments made for September and due in October 2024
- 4.3 To note the half yearly position of the council's budget against its actual figures for the financial year 2024/2025 as at the close of business on the 30th September 2024.

5 CORRESPONDENCE

- 5.1 To note that miscellaneous correspondence was forwarded to Members, as appropriate, for information purposes.
- 5.2 To receive and note monthly report from local Neighbourhood Policing Team.

6 PLANNING

- 6.1 View and consider applications at [Simple Search \(newport.gov.uk\)](http://Simple Search (newport.gov.uk))
None received at time of agenda publication.
- 6.2 To note the proposed Craig-y-Perthi Solar Farm and Power Station at Bishton and agree any actions required. [Home - Craig Y Perthi Solar Farm](#)

- 6.3 To note Newport City Council weekly new and decided planning lists. [Weekly List \(newport.gov.uk\)](http://newport.gov.uk)
- 7 GRANT FUNDING**
- 7.1 To consider grant application from the Village Shop (*refers OM 04/09/24 Min No. 54.2.f*)
- 8 POLICIES, PROCEDURES & STATEMENTS**
- 8.1 To consider amendment to the 'Playing Field Policy and Key Protocol' and agree any action.
- 9 COMMUNITY EVENTS**
- 9.1 To consider requirements for Remembrance November 2024 and agree any actions required.
- 9.2 To consider events for Christmas 2024 and agree any actions.
- 9.3 To consider Family Fun Day 7th June 2024 and agree any actions required.
- 10 CONSULTATIONS**
- 10.1 Newport City Council: Ysgol Bryn Derw increase of 40 pupil places with effect from September 2025 <http://www.newport.gov.uk/en/Schools-Education/School-reorganisation> closing date 16/10/24
- 10.2 Welsh Government: Shaping the Future of Transport in the Cardiff Capital Region. <https://regionaltransportplancr.wales/> closing date 04/10/24
- 10.3 Welsh Government: [Implementing the Infrastructure \(Wales\) Act 2024 | GOV.WALES](#) closing date 13/12/24
- 11 ASSETS**
- 11.1 To receive any update on quotations for the replacement of the notice board on Greenmeadow Drive (adjacent to the bus shelter) and agree any actions. (*refers OM 5/6/24 Min No 31.1*)
- 12 ROSPA PLAY PARK RISK ASSESSMENT REPORT**
- 12.1 To consider the ROSPA Risk Assessment Report on the Playing Field and Play Park and agree any actions required.
- 13 VILLAGE MATTERS**
- 13.1 To receive an update on the state of the pavements/roadside kerbs in respect of weeds and agree any actions (*refers OM 04/09/24 Min No 61.1*)
- 13.2 To receive and update in respect of visibility issues when leaving the Playing Field onto Market Road, and agree any actions required. (*refers OM 04/09/24 Min No 61.2*)
- 14 REPORTS**
- 14.1 To receive report/s from City Councillors and agree any actions
- 14.2 To receive reports from Councillors on areas of responsibilities, and agree any actions required.
- a Community Liaison (*lead Cllr Wagstaff*)
 - b Green Spaces (*lead Cllr Weekes*) including:
 - i. Feedback on meeting with Keep Wales Tidy for a free Top-Up package in respect of 'Local Places for Nature Garden'
 - c Recreation Grounds and Street Furnishings (*lead Cllrs Wagstaff & Jones*)
 - d St John's Hall (*lead Cllr Jones*)
 - e To receive feedback on any other areas of responsibility
- 14.3 To receive a report from the Clerk
- 15 TRAINING & CONFERENCES**
- 15.1 To note the One Voice Wales training schedules for September to December and note the availability of several free training courses, and the bursary from Welsh Government for 50% reduction of course costs up to a value of £100.

- 15.2 To consider and approve courses required and available for the new Co-opted member
- 15.3 To approve attendance by Councillor/s and Clerk on any courses
- 15.4 To consider attendance at the joint OVW/SLCC conference November 2024

16 EXCLUSION OF PRESS AND PUBLIC

- 16.1 To consider the Exclusion of Press and Public [by virtue of The Public Bodies (Admission to Meetings) Act 1960] from discussions on the following items on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted. *(refers to agenda items 17 & 18)*

17 UNAUTHORISED ACCESS ONTO THE PLAYING FIELD

- 17.1 To note unauthorised access onto the playing field by a property/properties backing on to the Playing Field, and to consider Council's options and agree any actions required.

18 CASUAL VACANCY

- 18.1 To note that the Casual Vacancy was advertised on the website, Facebook and in the notice boards, with a closing date of the 30th September 2024.
- 18.2 To consider the Expressions of Interest and CVs submitted in respect of the Casual Vacancy, and consider any actions required.

19 DATE OF THE NEXT MEETING

- 19.1 To affirm the day, date, time, and venue of the next Ordinary Meeting:
Wednesday 6th November 2024 7.15pm at St John's Hall.