



PENHOW COMMUNITY COUNCIL

clerk@penhowcommunity.org

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 4th December 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)

28th November 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 6TH November 2024

4 FINANCE - GOVERNANCE

- 4.1 To approve the Bank Reconciliation as of 30th November 2024.
- 4.2 To approve payments made for November and due in December 2024
- 4.3 To note that the sum for the purposes of section 137(4)(a) of the Local Government Act 1972 (the 1972 Act) for Community and Town Councils in Wales for the financial year 2025-26 is £11.10
- 4.4 To note the completion of the External Audit by Wales Audit Office.

5 CORRESPONDENCE

- 5.1 To note that miscellaneous correspondence was forwarded to Members, as appropriate, for information purposes.

6 PLANNING

- 6.1 View and consider applications at [Simple Search \(newport.gov.uk\)](http://Simple Search (newport.gov.uk))
No applications received at time of publication.
- 6.2 To note Newport City Council weekly new and decided planning lists. [Weekly List \(newport.gov.uk\)](#)

7 POLICIES, PROCEDURES & STATEMENTS

- 7.1 To review the Communication Policy to incorporate policy surrounding Social Media in more detail. *(refers to deferment from OM 06/11/24 Min No. 89.2)*

8 VILLAGE MATTERS

- 8.1 Items of concern within the Village – for information only.
8.2 To discuss lack of gritting on Arcade Road and agree any actions

9 COMMUNITY EVENTS

- 9.1 To receive an update of preparations for Christmas 2024 and agree any actions.
9.3 To consider Family Fun Day 7th June 2024 and agree any actions required.

10 INFORMATION TECHNOLOGY

- 10.1 To note Cllr Harries will be joining the One Voice Wales' Digital Community of Practice Forum following the Digital Maturity Assessments undertaken by Town and Community Councils across Wales.
10.2 To note the current issue with email capacity and discuss use of email and video conferencing and agree any actions.

11 BUDGET & PRECEPT FOR THE FINANCIAL YEAR 2025/2026

- 11.1 To consider and agree Council's Budget requirements for the financial year 2025/2026
11.2 To note Council's tax base for the financial year 2025/2026 is £459.71
11.3 To agree the amount of Precept to be claimed for the financial year 2025/2026

12 CONSULTATIONS

- 12.1 Welsh Government: Promoting a resilient and high performing planning service - [Promoting a resilient and high performing planning service | GOV.WALES](#) – closing date 17/01/25
12.2 Welsh Parliament: Legislation (Procedure, Publication and Repeals) (Wales) Bill - [Consultation display](#) – closing date 06/12/24
12.3 Newport City Council: proposal to establish a new primary school on the Great Milton Park development from September 2026 - [Consultation to establish a new primary school in Great Milton Park | Newport City Council](#) – closing date 22/12/24
12.4 To note the consultation results on the proposal to expand Ysgol Bryn Derw by 40 pupil places from September 2025 are available on-line: [Ysgol Bryn Derw expansion | Newport City Council](#)

13 REPORTS

- 13.1 To receive report/s from City Councillors and agree any actions
13.2 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 the Keep Wales Tidy Top-Up package in respect of 'Local Places for Nature Garden'.
ii. Feedback on the BUPA Foundation Green Community Grant and agree any actions required.
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
13.3 To receive a report from the Clerk

14 DATE OF THE NEXT MEETING

- 14.1 To affirm the day, date, time, and venue of the next Ordinary Meeting:
Wednesday 8th January 2025 7.15pm at St John's Hall. *(note second Wednesday of the month)*