



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 8th January 2025 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)

2nd January 2025

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 December 2024

4 FINANCE - GOVERNANCE

- 4.1 To approve the Bank Reconciliation as of 31st December 2024.
- 4.2 To approve payments made for December 2024 and due in January 2025
- 4.3 To note the position of the council's budget against its actual figures for the financial year 2024/2025 as at the close of business on the 31st December 2024.

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 & ON 04/12/24 Min No 104.1*)

8 VILLAGE MATTERS

- 8.1 Items of concern within the Village – for information only. Including:
i. Parking opposite the Village Coffee Shop (lead Cllr Wagstaff)

9 COMMUNITY EVENTS

- 9.1 To review the 2024 Carol Singing event
9.2 To consider Family Fun Day 7th June 2025 and agree any actions required.

10 TRAINING

- 10.1 To note recently completed One Voice Wales training.
10.2 To consider and agree any further training requirements

11 BUDGET & PRECEPT FOR THE FINANCIAL YEAR 2025/2026

- 11.1 To note that the 2025/2026 Budget and Precept request had been sent to and acknowledged by Newport City Council.

12 INFORMATION TECHNOLOGY

- 12.1 To note any feedback from enquiries with Newport City Council, Microshade VSM and agree any actions required.

13 CONSULTATIONS

- 13.1 Newport City Council: [School admissions policy consultation 2026-27.pdf](#) closing date 21/2/25
13.2 Ministry of Housing, Communities & Local Government: [Compulsory Purchase Process and Compensation Reforms - GOV.UK](#) closing date: 13/2/25
13.3 Democracy and Boundary Commission: [2026 Review: Revised Proposals | DBCC](#) closing date: 13/1/25

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 the Keep Wales Tidy Top-Up package in respect of 'Local Places for Nature Garden.' (Turf planting)
ii. Feedback on the BUPA Foundation Green Community Grant and agree any actions required. (Hedge planting)
c Recreation Grounds and Street Furnishings (*lead Cllrs Wagstaff & Jones*) including:
i. To receive an update on the replacement toddler's bucket swing.
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 DATE OF THE NEXT MEETING

- 15.1 To affirm the day, date, time, and venue of the next Ordinary Meeting:
Wednesday 5th February 2025 7.15pm at St John's Hall.