



PENHOW COMMUNITY COUNCIL

clerk@penhowcommunity.org

www.penhowcommunity.org

Dear Councillor

You are hereby **summoned** to attend an **Ordinary Meeting of Penhow Community Council** held in **St. John's Hall, Penhow** on **Wednesday 4th February at 7.15pm.**

Councillors attend this meeting under the provisions of the Community Council's Code of Conduct.

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

29th January 2026

2025/
2026

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

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 Ordinary Meeting held 7th January 2026

4 FINANCE

- 4.1 To approve the Bank Reconciliation as of 31st January 2025.
- 4.2 To note payments made in January 2026 and approve those due in February 2026

5 CORRESPONDENCE

- 5.1 To note that miscellaneous correspondence has been 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))

- a. **26/0010:** - Demolition of an existing semi-detached dwelling and construction of a replacement two-storey detached dwelling, together with associated works and use of detached holiday accommodation outbuilding as primary residence for duration of construction period – The Grove, Bowdens Lane, Penhow NP26 3AA

- 6.2 To note Newport City Council weekly new and decided planning lists. [Weekly List \(newport.gov.uk\)](http://newport.gov.uk)

7 NEWPORT CITY COUNCIL - WARD MATTERS

- 7.1 To receive report/s from City Councillors and agree any actions
- 7.2 To note receipt of report: 'Newport City Council: Review of Community Boundary & Electoral Arrangements' dated 20/01/26 and any impact its proposals may have on Penhow Community Council

8 FLOODING

- 8.1 To note that the Playing Field is constantly flooding due to run-off waters from an adjoining field, and to receive representation from Michael Weekes (at the invitation of the Council) on the feasible options available to mitigate the problem.
- 8.2 To note issue/complaint raised with Newport City Council and Natural Resources Wales regarding continual flooding of agricultural land due to a broken pipe under the A48 to the St Brides Brook (river).

9 INFORMATION TECHNOLOGY – lead Cllr Bryn Harries

- 9.1 To receive any update from Cllr Harries as a follow up to a meeting in November 2025 with Newport City Council, and Shared Resource Services (SRS) Torfaen County Borough Council, in respect of Council's requirements to update/improve IT systems and provide Councillors with dedicated email addresses and agree any actions required.

10 ENVIRONMENT (WALES) ACT 2016 – PART 1 – SECTION 6 BIODIVERSITY AND RESILIENCE OF ECOSYSTEMS DUTY

- 10.1 To receive and consider the draft action plan (2026/27/28) in respect of the Act and agree any actions.

11 COMMUNITY PLACE PLAN/ACTION/PLACEMAKING PLAN

- 11.1 To receive and consider the draft Penhow Community Five Year Plan (*introductory document*) prior to going out to consultation with the community/residents.
- 11.2 To consider a draft 'flyer' advertising an Open Event subject to venue and date availability and agree delivery and any format for the day.

12 VILLAGE MATTERS

- 12.1 To consider the requirement for replacement/new litter bins within the community and agree any actions.
- 12.2 Items of concern within the Village – for information only.

13 COMMUNITY EVENTS

- 13.1 Summer Fun Day – Saturday 6th June 2026,

To receive an update on preparations and agree any additional needs and any further actions required.

14 REPORTS

14.1 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 Pedder*)
- c. Recreation Grounds and Street Furnishings (*lead Cllrs Wagstaff & Jones*)
- d. St John's Hall (*lead Cllr Jones*)
- e. 1st Wentwood Scouts (*lead Cllr Harries*)
- f. To receive feedback on any other areas of responsibility.

14.2 To receive a report from the Clerk

15 DATE OF THE NEXT MEETING

15.1 To Confirm the date of the next Ordinary Meeting: Wednesday 4th March 2026 at 7.15pm at St John's Hall.