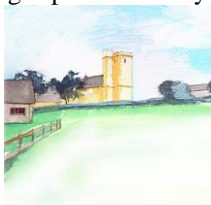


PORTSKEWETT COMMUNITY COUNCIL

Cyngor porthiscoed cymuned

Clerk to the Council
Mrs B Young
Telephone 01291 430818



54 Main Road
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7th October 2019

COMMUNITY COUNCIL MEETING

Councillors,

You are hereby given notice that the next meeting of Portskewett Community Council will be held on **Tuesday 15th October in ARW School, Portskewett**. All members of the Council are summoned to attend for the purpose of transacting the business as set out below.

Beverley Young
Clerk to the Council

AGENDA

1. Public Meeting

Members of the public may address the Council for the first 30 minutes of the meeting, commencing at 7.00pm. This will be followed immediately (or not later than 7.30pm) by the scheduled agenda.

Members of the Public and Press are entitled to be at the meeting, Public Bodies (Admission to meeting) Act 1990 Section 1, extended by the Local Government Act 1972 Section 100, unless precluded by the council by resolution during the whole or part of the proceedings.

As issues raised during the public session may not relate to items on the agenda no resolution for action can be taken.

2. Sign the Attendance Book

3. Apologies for Absence

a. To receive any apologies for absence.

4. Declarations of Interest

a. To receive any declarations of interest in agenda items.

5. Minutes of the Last Meeting

a. Confirmation of the accuracy of the minutes of the last meeting of the council

6. Clerk's Report

a. To receive and approve the Clerk's report on actions from the last meeting.

7. Reports from Representative on Governing Body for ARW Primary School and Other Bodies

a. To receive a report from the council's representative on the governing body of ARW Primary School.

b. To receive any reports from the council's representatives of any other bodies.

8. Discussion with County Councillor

a. To receive a report from the County Councillor.

9. New Correspondence

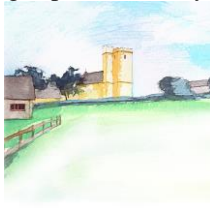
a. To consider correspondence from Monmouthshire County Council (MCC) in respect of their Draft Countryside Access Improvement Plan.

b. To consider correspondence from MCC in respect of their Climate Emergency Action Plan.

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10. Finance

- a. To approve the pink paper for October, and authorise October payments.
- b. To consider grant application from St Marys Church, Portskewett
- c. To consider Playdale quotation for additional support for Swing Pod at Richard's Quest, in accordance with playground inspection report, and make appropriate recommendation.
- d. To receive the quarterly report on bank reconciliations.
- e. To consider and approve budget monitoring report for the 6 months to 30th September 2019.
- f. To retrospectively approve purchase of office chair.
- g. To approve budget virements.

11. Terms of Reference for Audit Review Committee

- a. To consider and adopt the Terms of Reference for the Audit Review Committee.

12. Staff Appraisal

- a. To receive and approve the Chairman's report on the review of the performance and annual appraisal of the work of the Clerk/RFO and the Caretaker in accordance with Standing Order 19d.

13. Annual Pay Increase

- a. To consider and make recommendation in respect of clerk's annual increase for 2020/21 to facilitate budget preparation for November.
- b. To consider and make recommendation in respect of caretaker's annual increase for 2020/21 to facilitate budget preparation for November.

14. Councillor Vacancy

- a. To consider application received in respect of Councillor vacancy.

15. Website Accessibility Regulations

- a. To receive report from the Clerk in respect of the implementation of Website Accessibility Regulations.

16. Remembrance Day

- a. To arrange ordering of a wreath for the Remembrance Day service.

17. Items of Local Concern (for information only)

18. Date and Time of Next Meeting

Beverley Young

(Clerk)

Peter Nurcombe

(Chairman)

7th October 2019