

PORTSKEWETT COMMUNITY COUNCIL

Clerk to the Council: Mrs B Young

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22nd January 2026

COMMUNITY COUNCIL MEETING

Councillors,

You are hereby given notice that the next meeting of Portskewett Community Council will be held at **Portskewett and Sudbrook Recreation Hall on Wednesday 28th January 2026 at 7pm**. All members of the Council are summoned to participate for the purpose of transacting the business as set out below. If you wish to join the meeting remotely please request the link.

Mrs B Young
Clerk to the Council

AGENDA

1. Public Meeting

Any members of the Public or Press wishing to participate remotely should contact the clerk to receive joining instructions. Alternatively, members of the public may raise issues by contacting the Clerk prior to the 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. Attendance

- a. Members to sign attendance book.

3. Apologies for Absence

- a. To receive any apologies for absence.
- b. To approve any apologies for absence.

4. Declarations of Interest

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

5. Minutes of the Last Council Meeting

- a. To confirm the accuracy of the minutes of the December Council meeting.
- b. To confirm the accuracy of the minutes of the January Extraordinary meeting.

6. Clerk's Report

- a. To receive the Clerk's report on actions from previous meetings.

7. Items of Local Concern

(For information only, as issues raised may not relate to items on the agenda no resolution for action can be taken).

8. 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:
 - I. Give Dog Fouling the Red Card Working Group
 - II. One Voice Wales (OVW) Monmouthshire and Newport Area Committee
 - III. Portskewett and Sudbrook Recreation Hall Committee
 - IV. Portskewett and Sudbrook Church Hall Committee
 - V. The Cornfield Project Committee
 - VI. Severnside Area Committee

9. Discussion with County Councillor

- a. To receive a report from the County Councillor.

10. Correspondence

- a. To note the Section 137 Expenditure Limit for 2026/27.
- b. To determine participation in the joint OVW/Planning Aid Wales webinar "Improving our Local Places – Welsh case studies and planning updates"
- c. To approve Portskewett and Sudbrook Junior Football Club's request to adjust the fencing layout at the rear of Portskewett and Sudbrook Recreation Hall.

11. Planning

- a. To note planning applications approved/refused by Monmouthshire County Council.

12. Finance

- a. To approve the pink paper for January and authorise January payments.
- b. To receive the Quarterly Report on Bank Reconciliations.
- c. To receive the Quarterly Budget Monitoring Report for the 9 Months Ending 31st December 2025.
- d. To review the External Audit Report for the Year Ending 31st March 2025.
- e. To approve renewal of the Internal Audit Contract for 2026/27.
- f. To approve purchase of trophies for Special Achievement Award.

13. Community Events

- a. To determine dates of 2026/27 events.

14. Place Plan

- a. To receive an update on the meeting with Planning Aid Wales (PAW).

15. Sudbrook Camp and Chapel

- a. To receive any updates.

16. Councillor Attendance at Council Events

- a. To determine whether attendance at council events counts in respect of the 6 month rule.

17. Staff Appraisal

- a. To receive a briefing on the clerk's appraisal.

18. Councillor Vacancy in the Sudbrook Ward

- a. To consider applications.
- b. To determine co-option of a councillor for the Sudbrook ward.

19. Section 6 Duty Biodiversity Plan 2026-28

- a. To consider the draft Section 6 Duty Biodiversity Plan for 2026-2028.

20. Renewal of Recreation Hall Lease


- a. To receive an update.

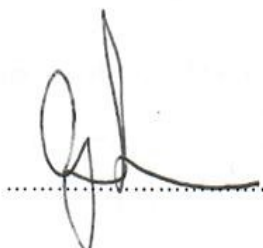
21. Items for the Next Agenda

- a. To receive any items for the February agenda.

22. Date and Time of Next Meeting

- a. To note the date and time of the next Ordinary meeting.

 Clerk

 Chair

Date: 22nd January 2026