

PORTSKEWETT COMMUNITY COUNCIL

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11th June 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 17th June 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 council's Annual Meeting.
b. To confirm the accuracy of the minutes of the May council meeting.
c. To confirm the accuracy of the minutes of the Audit Committee 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 consider the Cardiff Capital Region Strategic Development Plan Call for Strategic Candidate Sites.
- b. To determine a response to Monmouthshire County Council's Active Travel Network Map Consultation.

11. Planning

- a. To note planning applications approved/refused by Monmouthshire County Council.
- b. To determine a response for any new planning applications received.

12. Finance

- a. To approve the pink paper for June and authorise June payments.
- b. To appoint a councillor to carry out the Quarterly Bank Reconciliation Check.

13. Community Events

- a. To receive an update on arrangements for the Community Fun Day.

14. Place Plan

- a. To receive an update from the working group meeting.

15. Sudbrook Camp and Chapel

- a. To receive an update.

16. Renewal of Recreation Hall Lease

- a. To receive an update on the lease renewal.

17. Councillor Vacancies

- a. To receive an update in respect of the 2nd vacancy in the Portskewett Ward.
- b. To determine the process for co-option.

18. Internal Audit

- a. To approve the Audit Committee's proposal to update the Scope of the Internal Audit work.

19. Annual Return 2025/26

- a. To approve internally audited annual accounts for 2025/26.
- b. To accept the Internal Audit report for 2025/26.
- c. To complete Annual Governance Statement in Annual Return for 2025/26.
- d. To approve the Annual Return for 2025/26.

20. Overgrown Tree at The Quest Playpark

- a. To authorise the clerk to obtain quotes for tree surgery required .

21. Coastal Path Erosion

- a. To determine appropriate action.

22. Items for the Next Agenda

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

23. Date and Time of Next Meeting

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

 Clerk

 Chair

11th June 2026