

PORTSKEWETT COMMUNITY COUNCIL

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10th September 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 16th September 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 July council meeting.
- b. To confirm the accuracy of the minutes of the September 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 consider any correspondence received.

11. Planning

- a. To note planning applications approved/refused by Monmouthshire County Council.
- b. To determine a response for planning application DM/2024/01105 (2nd reconsultation).

12. Finance

- a. To approve implementation of 2026/27 Local Services Pay Agreement.
- b. To approve overtime payment.
- c. To approve the pink paper for September and authorise September payments.
- d. To determine award of grant to Portskewett and Sudbrook Recreation Hall for car park repairs.
- e. To approve 3 year budget forecast.
- f. To approve changes to the bank mandate.
- g. To approve training for new councillor.
- h. To approve purchase of replacement parts for swings at Portskewett & Sudbrook Recreation Hall play area.

13. Community Events

- a. Laser Display and BBQ
 - i. To receive an update on arrangements for the Laser Display.
 - ii. To approve booking St John Ambulance Cymru to provide first aid cover.
 - iii. To approve purchase of high vis vests.
 - iv. To approve payment of additional Insurance premium for the Laser Display.
 - v. To approval purchase of glowsticks.
 - vi. To approve budget for BBQ supplies.
- b. Remembrance Service
 - i. To receive an update on arrangements.
 - ii. To approve purchase of a wreath.

14. Place Plan

- a. To receive an update from Cllr Lillie.

15. Sudbrook Camp and Chapel

- a. To receive an update from Cadw and Redrow.
- b. To approve submission of Cadw grant application.

16. Renewal of Recreation Hall Lease

- a. To receive an update from Monmouthshire County Council.
- b. To consider the draft lease.
- c. To authorise the Chair and clerk to sign lease when finalised.

17. Litter Bin in Harold's Field

- a. To approve purchase of replacement bin.

18. Street Lighting in Sudbrook

- a. To receive an update on adoption by Monmouthshire County Council.
- b. To determine a location for the Sudbrook Christmas tree.

19. Staff Appraisal

- a. To arrange the caretaker's appraisal.

20. Best Kept Garden Competition

- a. To note the 2026 winners.

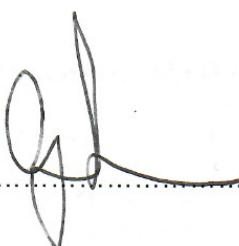
21. Items for the Next Agenda

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

22. Date and Time of Next Meeting

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

 Clerk

 Chair

10th September 2026