PORTSKEWETT COMMUNITY COUNCIL

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12th November 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 18th November 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 October 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 determine a response to the Welsh Government consultation on Unlocking Wales' Potential – creating a Culture and Sport Powerhouse.
    b. To determine a response to the Welsh Government review of the National Development Framework.
    c. To consider information received from Merlin Environmental Services Ltd on expanded service provision.
11. **Planning**
    a. To note planning applications approved/refused by Monmouthshire County Council.
    b. To note response submitted for DM/2026/01189
12. **Finance**
    a. To approve the pink paper for November and authorise November payments.
    b. To determine award of grant to Caldicot Army Cadet Force.
    c. To receive the interim Internal Audit report.
    d. To determine annual pay award for the clerk.
13. **Community Events**
    a. To receive feedback on the Laser Display and BBQ Event.
    b. To receive feedback on the Remembrance service.
    c. To approve booking the laser display for 2027.
    d. To finalise arrangements for Carols on the Green and presentation of the Community Awards.
    e. To determine recipients of the Community Awards.
14. **Place Plan**
    a. To receive an update from Cllr Lillie.
15. **Sudbrook Camp and Chapel**
    a. To receive an update on the Cadw grant application.
    b. To approve tender documents.
16. **Staff Appraisals**
    a. To receive a briefing on the caretaker's appraisal.
    b. To arrange the clerk's appraisal.
17. **2027/28 Draft Budget for Discussion**
    a. To consider the draft budget for 2027/28.
    b. To determine amendments to draft budget.
18. **Items for the Next Agenda**
    a. To receive any items for the December agenda.
19. **Date and Time of Next Meeting**
    a. To note the date and time of the next Ordinary meeting.

Barclay Young ..... Clerk ..... Chair 12th November 2026