

Langstone Community Council



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Members are invited to a **Task and Finish Group meeting** of Langstone Community Council which will be held on **Friday the 4th February 2022** at 6:30pm at Llandevaud Village Hall to consider the following agenda items. In accordance with the Local Authorities (Coronavirus)(Meetings)(Wales) Act 2021 this meeting will take place by complying with any restriction in place. **Please note** this meeting will be accessible for essential attendees only (elected councillors and supporting officers). All other access will be by remote observation. Members are invited to declare Personal and Prejudicial interests in items on the agenda. It is a requirement that declarations from a member include the nature of the interest and whether it is Personal or Prejudicial. The council may consider excluding members of the press and public from a meeting of a council during any item of business whenever it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that, if members of the public were present during that item, confidential information would be disclosed to them in breach of the obligation of confidence. Copies of this agenda can be made available to members of the public attending a meeting by requesting a copy from the Clerk to the Council on 077 70 41 73 55 or by email at clerk@langstonecommunitycouncil.org.uk. **Please note:** Requests will need to be made giving 3 clear days' notice prior to the meeting in order to provide you with this agenda.

Adrian Edwards

Clerk to the Council
Date 21 January 2022

This meeting is convened with committee members from Llandevaud Common Committee and Llanmartin Residents Association and members of the Community Council

Draft Agenda

1. Apologies for absence.
2. From agenda Item 4 on this agenda, this meeting is not a public meeting and the press and public under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity could be prejudicial to the public interest due to any confidential or contractual items of business to be transacted.
3. Declarations of interest.
4. To consider arrangements for the 70th Jubilee of her Majesty the Queen between the 2nd June and the 5th June 2022 with Llandevaud Common Committee and the Llanmartin Residents Association
 - a. Consideration working together to celebrate the Queen's Jubilee over the four-day bank holiday weekend from Thursday 2nd June to Sunday 5th June 2022?
 - b. Consider setting up a working group to drive this community event forward.
 - c. Extending an invitation to the Scouts, Girlguiding groups, youth and sports clubs, Rotary Clubs
 - d. Holding a community event for residents to be involved and share ideas.

- e. What would be the most popular day over that weekend?
- f. What will be the most popular events in the village?
- g. Would there be a day event or a day/evening event?
- h. Would you like to see a local pudding competition?
- i. Consider a street party/ies
- j. Will a licence or licences need to be applied for?
- k. Consider planting a tree or trees to mark the event
- l. If a tree or trees are planted where would the most popular place be?
- m. Consider providing a physical plaque, bench or similar to mark the Jubilee.
- n. Cost of the event/s, and any limits on expenditure. Will the funding be based on per head in each community?
- o. Consider dates the group would meet and report back.

5. Recommendations to put to the Community Council.

- a. A formal agreement with the Community Council.
- b. Funding the event and implication to the budget
- c. Obtaining consent from partners/landowners and venue providers

The agenda items are not limited to the above items, but to provide a structure for discussion and debate.

Langstone Community Council

Apology for Absence

I, Community Councillor _____

give the Community Councils, Proper Officer written notification for an Apology for Absence for not attending the meeting which I was summoned to on the date below:

Held on ____/____/____ details of which are set out below:

REASON FOR ABSENCE (see note)

Guidance Note:

Whenever possible this form should be handed or emailed to the Clerk/Proper Officer before the start of the meeting. It is not sufficient simply to 'note apologies'. 'Noting apologies' tells the council nothing as to whether or not the members of the council accepted and approved the reason given for the absence, or, indeed, whether any reason was given at all. Members are requested to indicate the reason for non-attendance. Approval may be given by the council to an absence in advance; for example, where a member is intending to work abroad for an extended period.

Please Note: in addition to the written Apology for Absence, members have an obligation to declare the Apology for Absence orally or by emailing the Clerk/Proper Officer before the meeting.

Signed: _____

Date: _____

Members Declaring an Interest Flowchart

What matters are being discussed at the meeting?

Does any of the below relate to your interests?

- A** Does it affect your entries in the Register of Interests?
OR
B Does it affect the well being or financial position of you, your partner, your relatives or your friends or your partner's, relatives' or your friends':
- jobs, employers or businesses;
 - companies in which you or they are a director or where you or they have a shareholding of more than £5,000 (nominal/face value);
 - business partnerships; and
 - the following organisations where you or they hold a position of general control or management:
 - other bodies where you or they represent the authority;
 - other public authorities;
 - companies, industrial and provident societies and charitable bodies;
 - bodies whose main purpose is to influence public opinion or policy; and
 - trade unions or professional associations

More than other people in the authority's area?

NO

YES

Disclose the existence & nature of your interest

You may have a personal interest in the matter

Would a member of the public – If he or she knew all the facts – reasonably think that personal interest was so significant that my decision on the matter would be affected by it?

NO

You can participate in the meeting and vote

YES

You may have a prejudicial interest

This matter relates to:

- another authority of which you are a member;
- another public authority in which you hold a position of general control or management;
- other bodies where you represent the authority;
- statutory sick pay, where you are in receipt of, or are entitled to, such pay from my authority; or
- allowances or payments made under sections 173-175 of the Local Government Act 1972 or section 18 of the Local Government and Housing Act 1989

YES

Also, withdraw from the meeting by leaving the room or chamber.
Do not try to improperly influence the decision

And, considering whether or not it is appropriate to participate in the decision making, do you regard yourself as not having a prejudicial interest?

NO

Personal Interest

Prejudicial Interest

MEMBERS CODE OF CONDUCT – PARAGRAPHS 10 & 11& 12

I, Community Councillor _____

give the Community Councils, Proper Officer written notification of an interest declared by me at a meeting of Langstone Community Council:

Held on ____/____/____ details of which are set out below:

Please tick the relevant box below:

- Personal Interest**
- It was not a prejudicial interest**
- It was a prejudicial interest and I left the meeting**
- It was a prejudicial interest but I have received dispensation from the Standards Committee.**

Agenda item: _____

Details of the business on the agenda which the Personal Interest relates to:

Details of the personal/prejudicial interest:

Please Note: in addition to the written disclosure of an interest, members have an obligation to declare the interest orally at the meeting, before, or at the commencement of the consideration of the item, or when the interest becomes apparent. Members should hand the Declaration of Interest forms to the Proper Officer at the end of the meeting or returned to the council office before the end of the week following the meeting.

Signed: _____

Date: _____