LANGSTONE COMMUNITY COUNCIL

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Merlin House, Langstone Business Park, Newport, NP18 2HJ
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Dear Councilors

You are hereby summoned to attend an **Ordinary Meeting of Langstone Community Council** on **Tuesday 1 December 2026 at 6.00 pm** at **Coldra Court Hotel**, Chepstow Road, Newport, NP18 2LX (Severn 3 Suite)

The meeting will be conducted in a Hybrid fashion at the address above and remotely online through Zoom. This is carried out in accordance with the Local Government and Elections Act (Wales) 2021. If anyone wishes to access the meeting remotely via Zoom, they can do so using the following information:

Click to join the meeting
https://us06web.zoom.us/j/88594419920?pwd=hIDCpEH1H16IGKzC6YA3dPPI90bIvG.1

Councilors attend this meeting under the provisions of the Community Council's Code of Conduct.

A Vaughan

Alice Vaughan
Locum Clerk to the Council / Responsible Financial Officer

Date of issue: 24 November 2026

AGENDA

1		**WELCOME**
		The Chair will welcome everyone to the meeting
2		**ATTENDANCE AND APOLOGIES FOR ABSENCE**
		To receive and consider for approval, apologies for absence and reason given
3		**DECLARATIONS OF INTEREST - Forms to be completed**
		To receive declarations of interest in any items listed in this agenda. Interests may also be declared at any point in the meeting if the need arises.
4		**PUBLIC QUESTIONS AND REPRESENTATIONS**
		To receive questions and representations from the public in accordance with the Council's Standing Orders. The public participation period shall not exceed 15 minutes. It is not always possible to give a verbal response at the meeting and questions may receive a written response. No resolution can be made under this item.

5 **MINUTES**

To adopt the minutes of the Ordinary Meeting held 10 November 2026.

6 **UPDATE FROM NEWPORT CITY COUNCILLORS**

To receive report/s from City Councilors and agree any actions

7 **UPDATE FROM GWENT POLICE**

To receive an update from Gwent Police. Members requiring specific information should send questions to the Clerk three days before the meeting.

8 **FINANCE**

8.1 To receive and review the following financial information:

i) An update on the work required to reconstruct and reconcile the Council's financial records on Rialtas from April 2025 to the present date.

ii) An update on the VAT returns for the 2025/26 financial year and the period April–September 2026.

To consider and agree any necessary actions arising from the above.

8.2 **Payroll**

i) Update about any payroll, HMRC and pension for past and present employees

To agree any actions.

8.3 To approve the following expenditure and expenses (including VAT)

Company/ Payee	Invoice/Reference	Payment Method	Amount
Coldra Court Room Hire (already paid – retrospective approval needed)	01.12.26 OM and RDLP public meeting	BACS	£360.00
Expenses Iain Riley	Reimbursement gift cards/Litter pickers and mileage	BACS	£400.70
Storage Giant Newport	Storage 2026 INV tbc	BACS	£104.60
Rombourne	Virtual Office December 2026 INV Loo9555	DD	£43.26
Flotek	Web Hosting INV 26110536450	BACS	£14.10
Magna Transport Planning Ltd	INC 26/1040/01	BACS	£540.00
Expenses – Cllr Bevan	Reimbursements batteries for Christmas tree lights	BACS	£53.58
Chepstow Accountancy	Processing December Payroll	BACS	£35.00
Payroll/ HMRC/ Pensions	December 2026	BACS	£1500.00 (estimate)

		HMRC 2025-2026	NI and PAYE 2025-2026	BACS	£609.08

	8.4	**To consider and approve the purchase of a new projector for use at Langstone Community Council meetings, including costs.**
9		**CLERKS UPDATE**
		To receive an update on the Clerk's ongoing work, a summary of communications, outstanding actions and handover arrangements and agree any action required.
10		**PLANNING**
		i)To consider planning applications received before the meeting as detailed below. Members please see details on Newport City Council website before meeting Planning applications | Newport City Council

Planning Ref	Address	Proposal
26/085 26/0845 | ERECTION OF FENCING,GATE, RAMP AND RAILINGS AROUND CALDICOTT BUILDING | Llanbedr Court Chepstow Road Newport South Wales NP18 2AA	Llanbedr Court Chepstow Road Newport South Wales NP18 2AA Full	ERECTION OF FENCING, GATE, RAMP AND RAILINGS AROUND CALDICOTT BUILDING

		ii) To consider any pre-application consultations received by the Clerk. **Welsh Government Proposed 'Underground-First Electricality Lines Policy** iii) To receive an update on Newport City Council's Replacement Local Development Plan and consider any response required
11		**HIGHWAYS AND FOOTPATHS**
		To consider matters relating to highways, footpaths and active travel routes and agree any action required.
12		**COMMUNITY MATTERS**
	12.1	Updates on i) Upcoming events ii)Parks iii) Planters iv) Langstone War memorial v) Any other related items and to Agree/approve any necessary actions needed.

13		**Recommendations for Agenda Items for Next Ordinary meeting** To receive recommendations from Members for items to be considered for inclusion on the agenda for the next Ordinary Meetings of the Council.
14		**DATES OF FUTURE MEETINGS**
		• Ordinary Meeting of Council Tuesday 12 January 2027 7:00pm Llandevaud Community Hall and by Zoom • Ordinary Meeting of Council Tuesday 9 February 2027 7:00pm Llandevaud Community Hall and by Zoom • Ordinary Meeting of Council Tuesday 9 March 2027 7:00pm Llandevaud Community Hall and by Zoom • Ordinary Meeting of Council Tuesday 13 April 2027 7:00pm Llandevaud Community Hall and by Zoom • The Annual Meeting of Council – Tuesday 18 May 2027 (time to be confirmed). Llandevaud Community Hall and by Zoom • Ordinary Meeting of Council Tuesday 18 May 2027 to follow on after The Annual Meeting of Council - Llandevaud Community Hall and by Zoom
15		**EXCLUSION OF PRESS AND PUBLIC**
		RECOMMENDED That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded, and they are instructed to withdraw, due to the nature of the business about to be transacted which is considered to be prejudicial to the public interest. COMMITTEE IN PRIVATE SESSION
16		**HR AND STAFFING UPDATE**
		To receive a confidential update on any staffing, additional hours needed for Rialtas work, handover arrangements and agree any necessary action.