

**BISHTON COMMUNITY COUNCIL**  
**CYNGOR CYMUNED TRESEFGOB**

Clerk's Office – 15 Caerau Road – Newport – NP20 4HL  
07988624393 – [clerk@bishton.org.uk](mailto:clerk@bishton.org.uk)

**AGENDA**

**To members of Bishton & Underwood Community Council**

You are hereby summoned to an **ORDINARY MEETING** to be held on  
**Wednesday 9<sup>th</sup> October 2024 06:30pm (ending no later than  
09:00pm)**

The meeting will be held at *Underwood Community Centre*- Members of public are invited to attend (please submit queries to the Clerk prior to the meeting. The meeting will also be held via Zoom – please contact the Clerk for online access details.

*Jacob Richards-Powell*

*Clerk for Bishton Community Council – [Clerk@bishton.org.uk](mailto:Clerk@bishton.org.uk)*

- 1. Attendance**
- 2. Apologies**
- 3. Declarations of Interest**
- 4. Announcements**
- 5. Public Forum (Limited to 20 Minutes)**
  - a. Public Participation
  - b. City Councillors Updates & Comments
- 6. Approval Of Minutes**
  - a. Wednesday September 11<sup>th</sup>, 2024
- 7. Action Points & Clerk Report**
  - a. Allotment update
  - b. Inspections
  - c. Works carried out
- 8. Finance & Procedure**
  - a. Review & Agree Bank Reconciliation September 2024
  - b. Agree donation amount for Male Voice Choir for Christmas Carol Service
  - c. Set date for Finance & Procedure Meeting

- d. Review hourly hire rate for UCC / BVH adjust accordingly
- e. Discuss subscription to SCRIBE for finance management
- f. Agree biannual Clerk's WFH & Travel allowance
- g. \*confidential item\* PAYE / HMRC payment status

**9. Maintenance**

- a. Discuss quotations received for electrical repair work
- b. Discuss quotations received for Bishton Park repairs

**10. Community**

- a. Discuss installation of EV charging points in community
- b. Discuss creation of community event committee – agree delegated authority

**11. Planning**

- a. Confirm receipt of Planning decision report from NCC
- b. No further planning matters

**12. Date for Next Meeting**

- a. Wednesday 13<sup>th</sup> November 2024 – Bishton Village Hall