



Cyngor Cymenud Rogiet Community Council

Clerk/Clerc: Miss Catherine Baker, 3 Seymour Way, Magor, Monmouthshire, NP26 3GF

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3rd July 2020

Dear Councillor,

You are hereby summoned to attend the Ordinary Meeting of Rogiet Community Council which will be held on Wednesday 8th July 2020 at 6:30pm via Zoom video conferencing, for the transaction of the business specified in the following agenda

Yours faithfully

Catherine Baker

Clerk to the Council

AGENDA

- 1. Apologies**
- 2. Declaration of Interests**
- 3. Chairman's address**
- 4. To approve minutes of previous meetings:**
 - a. To approve minutes of the Extraordinary Meeting of 17th June 2020**
 - b. To approve minutes of the Extraordinary Meeting of 24th June 2020**
- 5. To consider co-option applications onto Rogiet Community Council and agree action:**
 - a. To approve the co-option of Peter Milmine**
 - b. To approve the co-option of Sebastian McVickery-Oringge**
 - c. To approve the co-option of Anna Wilson**
- 6. Financial matters:**
 - a. To approval the following schedule of payments**

<u>Cheque number</u>	<u>Detail</u>	<u>Amount</u>
002130	Merlin Waste (dog waste collection June 2020)	£148.20



- b. To approve use of RCC grant request form as drawn up by the Clerk, with any suggested changes
 - c. Consideration of the following grant requests (deferred from last meeting in order to obtain advice from auditor):
 - i. Rogiet Community Junction - £384 to fund 1 year subscription to Survey Monkey for various surveys of the local community to support their projects
 - ii. Gwent Young Farmers Clubs – general financial support (no sum listed)
 - iii. Tenovus (no sum given)
 - iv. Marie Curie (no sum given)
7. To consider the working document of internal auditor’s recommendations and agree any changes or actions, including but not limited to:
- a. Recommendation 1 –
 - i. to consider the Clerk undertaking two modules of online training with SLCC (Minutes module and Agendas module) at a total cost of £60 + VAT
 - ii. to consider the Clerk undertaking the Certificate in Local Council Administration (CiLCA) qualification. Costs at time of agenda: registration £350 + VAT, 4 day course £340 + VAT and 5 x module webinars at £20 + VAT per module
 - b. Recommendation 2 – to consider the purchase of the newest edition of the Charles Arnold-Baker ‘Local Council Administration’ book – current cost £112, next edition due in September but cost not yet known
 - c. Recommendation 7 – to consider purchase of council email addresses for all councillors, in line with GDPR regulations
8. Regarding land and buildings:
- a. To approve hirer contract for tennis coaches wishing to hire the MUGA/tennis court
 - b. To agree on appropriate blocks of time for coaches and/or organisations to hire the MUGA and any other criteria
 - c. To approve hirer contract for non-profit groups wishing to hire the MUGA
 - d. To consider the offer from Kari Davies of providing a booking system for the MUGA, at no cost to the council, through her membership of the Lawn Tennis Association (see Clerk’s Update)



- e. To consider allowing Kari Davies use of the sports pavilion toilets when using the MUGA

9. To receive and consider planning applications/permissions/amendments, including but not limited to:

a. Application no.: DM/2020/00817

Description of Proposal: A new car park on land to the south of Severn Tunnel Junction Station.

Location: Station Road
Rogiet
Caldicot
Monmouthshire
NP26 3WF

b. Application no.: DM/2020/00756

Description of Proposal: Demolish two tyre bays and construct two MOT bays.

Location: Unit C
Ifton Industrial Estate
Caldicot Road
Rogiet
Caldicot
Monmouthshire
NP26 3TA

c. Application no.: N/A
Public Path Diversion Order 2020
Highways Act 1980, Section 119
Monmouthshire County Council



- Description of Proposal:** Footpath commences at point A(ST4482089358) on Restricted Byway 17 and continues at a width of 2m in a West South Westerly direction a distance of 98m to point B(ST4472989322). From point B the Footpath continues at a width of 2m in a North North Westerly direction a distance of 23m to Footpaths Nos. 4 and 11 at point C(ST4470889327).
- Location:** Public Footpath No. 11 (part), Rogiet
- Further information:** Regarding this footpath, initially a proposal to extinguish the footpath was put forward last year. RCC had no objection. Some members of public objected to this and as a result this new diversion has been proposed. The diversion is on NRW land and NRW have no objections to it being re-routed here.

10. To receive Clerk's Update Report and agree any action

11. By virtue of section 1(2) of the Public Bodies (Admission to Meetings Act) 1960. Press and public are excluded from discussions on the following item as the business transacted is considered confidential, the disclosure of which would be prejudicial.

12. To receive staff updates (Clerk's Confidential Update) and agree any action

13. To note the next meeting will be on 22nd July 2020 at 6:30pm, which will be an Extraordinary Meeting for the purpose of defining committees and/or working parties, in particular those relating to the land and buildings