



Cyngor Cymuned Rogiet Community Council

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

Email/Ebost: clerk@rogietcommunitycouncil.co.uk Tel/Ffon: 01633 547980

6th November 2020

Dear Councillor,

You are hereby summoned to attend the Extraordinary Meeting of Rogiet Community Council which will be held on Wednesday 11th October 2020 at 7:15pm via Zoom video conferencing, for the transaction of the business specified in the following agenda.

Yours faithfully

Catherine Baker

Clerk to Rogiet Community Council

Public Forum

Members of the public are invited to address the Community Council before the meeting begins, for approximately 10 - 15 minutes (dependent upon the business of the day).

AGENDA

01	<i>To receive apologies for absence</i> To receive, and consider for approval, apologies for absence and reason given.
02	<i>Declaration of interests</i> Members are reminded to declare any interest on any item on this agenda at this point or at any point during the meeting, in accordance with Rogiet Community Council's Code of Conduct.
03	<i>Approval of minutes</i> To approve the minutes of the meetings of: <ol style="list-style-type: none">1. 28th August 2020 (Ordinary Meeting)2. 13th October 2020 (Annual Meeting)3. 13th October 2020 (Ordinary Meeting)4. Community Engagement Committee of 21st October 20205. Finance Committee of 2nd November 2020
04	<i>Co-Option</i> <i>To approve the co-option onto Rogiet Community Council of Janet Fowler.</i>



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05	Police Report	
	<i>To receive monthly report from the Rogiet area police team.</i>	
06	Finance	
06a	To approve payment of items in the following schedule:	
	<u>Cheque no.</u>	<u>Description</u>
	<u>Amount</u>	
	002158	Clarke Electrical (underpayment On cheque 002156)
	£ 4.00	
	002159	Robert Stallard (reimbursement)
	£ 84.69	
	002160	CJ Locksmiths & Maintenance
	£ 85.00	
	002161	Monmouthshire County Council (salaries)
	£4296.22	
	002162	Merlin Waste (WB 28/9 & 12/10)
	£ 137.80	
	002163	Catherine Baker (Petty Cash reimbursement £428.45 Travel Expenses £73.35)
	£ 501.80	
	002164	Phil Ellwood (Reimbursement)
	£14.06	
	002165	Trident Water Solutions Ltd
	£ 405.60	
	002166	Royal British Legion (Aug & Nov wreaths)
	£ 90.00	
06b	To receive the Independent Remuneration Panel for Wales report for 2020-2021 and to make decisions as required for each determination:	
	Determination Number and Details	Decision Required?
42	All community and town councils <u>must</u> make available a payment to each of their members of £150 per year as a contribution to costs and expenses.	No - the payment of £150 is mandated for every member unless they advise the appropriate officer that they do not want to take it in writing.
44	Community and town councils in Groups B or C <u>can</u> make an annual	Yes – it is optional to pay it for up to 5 members and, if it is



	<p>payment of up to £500 each to up to 5 members in recognition of specific responsibilities. This is in addition to the £150 payment for costs and expenses.</p>	<p>paid, the amount (up to £500) must be decided.</p>
49	<p>Community and town councils can provide a payment to the mayor or chair of the council up to a maximum of £1,500.</p>	<p>Yes – the payment to a Civic Head is optional.</p>
50	<p>Community and town councils can provide a payment to the deputy mayor or deputy chair of the council up to a maximum amount of £500.</p>	<p>Yes – the payment to a Deputy Civic Head is optional.</p>
06c	<p><i>*Determinations numbers 45 (travel costs), 46 (overnight subsistence), 47 (financial loss allowance), and 48 (care of dependents costs) have already been agreed in the RCC Expenses Policy. Determination 43 is applicable only to larger councils.</i></p> <p><u>Income</u></p> <p><i>Little Tigers Day Care (hire of the sports pavilion Sept to Oct 2020) £936.00</i></p>	
07	<p><i>Committee Recommendations</i></p> <p>To approve the following recommendations of the Council committees:</p>	
07a	<p><u>Finance Committee 2nd November 2020</u></p> <p>2020-2021 SPENDING REVIEW RECOMMENDATIONS</p> <ol style="list-style-type: none"> 1. To increase the pay of the litter picker and cleaner/caretaker to be in line with NJC scale. 2. To assign the future caretaker/maintenance person pay to the NJC scale. 	



COUNCIL PROJECTS SPENDING/ALLOCATION RECOMMENDATIONS

3. Play park – to allocate £25,000 for spending this year on play equipment for the Monmouthshire County Council play park at the playing fields site.
4. Ifton Lane – to allocate £5,000 this year for work to improve Ifton Lane through environmental tasks and other remedial work.
5. CCTV – to allocate £6,000 for installation of CCTV at the pavilion, MUGA and playing fields due to antisocial behaviour and vandalism.

PRECEPT PAYMENT RECOMMENDATIONS

6. To request the precept be paid to Rogiet Community Council by Monmouthshire County Council in one lump sum each year at the start of the year, rather than the existing arrangement of three instalments.

PAVILION REFURBISHMENT RECOMMENDATION

7. For Council to begin collating the necessary information to build a business plan for the refurbishment of the pavilion building to accommodate greater community needs.

INTERNAL AUDIT RECOMMENDATIONS

8. That Council email accounts be set up for each councillor for use in council business, as recommended in the 2019-20 internal audit report.

BANK MANDATE RECOMMENDATION

9. That Council switch to Direct Debit payment for Merlin Waste.
10. To switch to payment of salaries to MCC by bank transfer once enough members have banking authority and access, and to consider switching to a different payroll provider in future.



07b	<u>Community Engagement Committee 21st October 2020</u> THE WINDMILL POST RECOMMENDATIONS <ol style="list-style-type: none">1. For Bethany Lodge to take on role of editor of The Windmill Post.2. To aim for 17th November 2020 as the next publication date for The Windmill Post.
08	<i>Rogiet Community Junction</i>
08a	To consider and agree the terms of the lease of land for the RCJ café/shop.
08b	To approve the instruction of Monmouthshire County Council solicitors, at a cost of £500+VAT, to act on behalf of Rogiet Community Council in drawing up the lease between RCC and Rogiet Community Junction for the land proposed for the RCJ café/shop.
09	<i>Clerk's Report</i> <i>To consider the clerk's report and agree any action.</i>
10	<i>Staffing</i> <i>To receive and consider clerk's work schedule for proposed Caretaker/ Maintenance Person role, and agree any action.</i>
11	<i>Traffic</i> <i>To receive update from Cllr Dyderski on speeding issues on the B4245 and elsewhere in Rogiet.</i>
12	<i>Correspondence</i> <i>To receive and consider Council correspondence as per Correspondence Schedule.</i>
13	<i>Next meeting</i>
13a	<i>To note the next Ordinary Council meeting will be on 9th December 2020 at 7:15pm.</i>
13b	<i>To accept items for addition to the agenda for the Ordinary Meeting of 9th December.</i>