



**Cyngor Cymuned Rogiet Community Council**

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

**Email/Ebost: [clerk@rogietcommunitycouncil.co.uk](mailto:clerk@rogietcommunitycouncil.co.uk) Tel/Ffon: 01633 547980**

4<sup>th</sup> March 2021

Dear Councillor,

You are hereby summoned to attend the Ordinary Meeting of Rogiet Community Council which will be held on Wednesday 10<sup>th</sup> March 2021 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 for approximately 10 - 15 minutes (dependent upon the business of the day).

**AGENDA**

<b>01</b>	<b>To receive apologies for absence</b>  To receive, and consider for approval, apologies for absence and reason given.
<b>02</b>	<b>Interests declared</b>  To receive declaration of interest in any items listed in this agenda. Interests may also be declared at any point in the meeting if the need arises.
<b>03</b>	<b>Chairman's update</b>  To receive any relevant updates from the Chairman.
<b>04</b>	<b>Police report</b>  To receive Police report of crimes in Rogiet during February. Sergeant Damian Waite will be present to discuss.
<b>05</b>	<b>Minutes</b>
<b>05a</b>	To approve the minutes of the following meetings as a true record:



	1. Ordinary Meeting of 17 <sup>th</sup> February 2021 2. Finance Committee Meeting of 26 <sup>th</sup> February 2021		
<b>06</b>	<b>Finance</b>		
<b>06a</b>	To approve payment of the invoices listed below:		
	<b>Payee</b>	<b>Detail</b>	<b>Amount</b>
	Monmouthshire County Council	February salaries	£2545.59
	Hags	Play park equipment	£16605.64
	Planning Aid Wales		£168.75
	Blackwood Fire Limited	Extinguisher annual checks	£55.05
	One Voice Wales	Training course x 2 paid attendance	£60.00
	PW Heating & Plumbing Engineers Ltd	Supply and fit of wash hand basin in kitchen	£336.00
	C Baker	2020-2021 Quarter 4 room allowance	£234.28
<b>06b</b>	To note payment by Direct Debit of Barclaycard bill of £510.87, broken down as follows:		
	<b>Payee</b>	<b>Detail</b>	<b>Amount</b>
	Amazon	USB Numeric Keypad	£8.99
	Amazon	Cleaning cloths	£15.99
	The Helping Hand	Litter picker dual cart	£216.00



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	Company		
	Magor Printing Company	December Windmill Post printing	£270.00
	To approve payment by Direct Debit of Barclaycard bill of £755.60 for purchases approved at previous meetings, broken down as follows:		
	Payee	Detail	Amount
	Marshalls Garden	Fruit plants	£222.77
	Premier Farnell	Bird boxes	£60.48
	Sam Turner and Sons	Hedgehog boxes	£94.75
	Amazon	Clipboards, pens, bat/bird boxes	£87.95
	Monmouthshire County Council	Registration of Rogiet Hub/Pavilion on the county address gazeteer	£130.00
	Safe Co. UK	Mail box*	£110.84
	Screwfix	Cable ties and nails	£18.82
	Screwfix	Mail box**	£29.99
	*Mail box was not suitable – returned		
	**Alternative mail box purchased and installed at pavilion.		
06c	To note payments from bank account for biodiversity project items approved for purchase at the meeting of 17 <sup>th</sup> February 2021:		
	Payee	Detail	Amount
	CSJ-Woodshop (Ian Hay)	10 Planters	£300.00
06d	To ratify payment of the below invoice previously omitted from the payment		



	schedule:		
	<b>Payee</b>	<b>Detail</b>	<b>Amount</b>
	City Illuminations	Christmas tree lighting	£840.00
06e	To note the receipt of Monmouthshire County Council invoice number 70175470 £1386.70 which should have been directed to RSPB Living Levels. RSPB have confirmed this and MCC have been asked to re-send and cancel this invoice to RCC.		
06f	To receive bank reconciliations for February 2021.		
08	<b>Planning</b>		
	To receive and consider the following planning applications:		
08a	<b>Application no.</b> DM/2020/00267		
	<b>Description of Proposal:</b>		
	Demolish existing detached concrete pre-fab single garage which is deteriorating. Rebuild in existing location in rendered lightweight block work with synthetic slate roof similar to dwelling. Garage frontage extended forward 1.5m, and to rear over area of existing wooden lean-to. Eaves height to remain similar to existing building, ridge height raised to 3.6m. Existing and proposed building located 1.2m from dwelling and 0.6m from boundary with neighbour at No.25.		
	<b>Location:</b> 23 Westway Rogiet Caldicot Monmouthshire NP26 3SJ		
08b	To receive feedback from Cllr Dyderski and Cllr Ellwood on the Planning Aid Wales Course on Place Plans.		
08c	To consider undertaking preliminary work on a Place Plan with neighbouring councils of Caerwent and Portskewett and allocating any budget required.		



<b>09</b>	<b>Committee Recommendations</b>
<b>09a</b>	To consider recommendations of the Finance Committee of 26 <sup>th</sup> February 2021, and agree any action.
<b>09b</b>	To consider recommendations of the Community Engagement Committee of 21 <sup>st</sup> January 2021, and agree any action.
<b>10</b>	<b>Social Media</b>  To consider and agree rules for posts to the Rogiet Community Council Facebook group, in particular advertising posts.
<b>11</b>	<b>Clerk's Report</b>  To receive the clerk's report of updates and agree any action.
<b>12</b>	<b>Exclusion of Press and Public</b>  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.
<b>13</b>	<b>Clerk's Confidential Report</b>  To receive Clerk's confidential report on staffing matters and agree action.
<b>14</b>	<b>Next Meeting</b>  To note the next Ordinary Meeting will take place on Wednesday 14 <sup>th</sup> April 2021 at 7:15pm via Zoom video conferencing, and accept items for the agenda.

Join Zoom Meeting

<https://us02web.zoom.us/j/82418153072?pwd=NWtjaHpDVGZRCWd3MGFWWWWE0ajFtZz09>

Meeting ID: 824 1815 3072



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Meeting ID: 824 1815 3072

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**Correspondence Schedule**

1. Coronavirus updates/Aneurin Bevan updates/OVW/MCC circulars, Welsh Government circulars as circulated via email when received.
2. Email from resident regarding reckless driving and speeding on the B4245. Welsh Government
3. Remuneration Panel expression of interest (OVW email)
4. Enquiry from Severn Tunnel band into possible use of the pavilion building.



## Clerk's Report

### **Biodiversity**

On Wednesday 24<sup>th</sup> February I met with Tom Ward-Jackson of Keep Wales Tidy at the playing fields, where we planted 265 trees as per Council agreement. 60 of these are willow and have been planted at the lower end so this will hopefully have some small positive effect on the water logging in that area. Cllr R Stallard met with us, and with Laura Spuffard and Charlotte New of the Rogiet Wildlife Friendly Village group to assist with planting, and for Tom to approve the location (at the side of the MUGA, as per Council agreement) for the siting of the Keep Wales Tidy grant package that the group have been successful in obtaining. Cllr Stallard went on to plant more trees with Tom near the church, and around the school.

Fruit bushes ordered have been delivered and will be planted by the RWFV group in the next week. The willow tunnels and domes will also be delivered this week and will soon be planted by the volunteers.

Nigel Leaworthy (MCC) will make arrangements to meet with the biodiversity working group to agree a grass cutting schedule for the playing fields that is suitable as a bee-friendly area. Nigel is a 'Bee Champion' and can advise on the appropriate cutting and planting regime to encourage biodiversity (and make the area suitable to be registered as a Bee Friendly Village as part of the Welsh Government Wales Biodiversity Partnership).

### **Play Park**

The invoice has been received for the play park equipment and it should be delivered to and installed by MCC very soon. MCC have not yet inspected the roundabout yet in terms of potential refurbishment.

### **Maintenance Person Role**

I have produced a written statement of employment (a legal requirement to be provided before an employee starts work) and am now working on an application pack with the job description and other relevant information. The job advert will be complete next week ready to advertise the role. Thank you to Cllr Ellwood for taking photographs of our land and most notable assets which will be included in the pack. This will be ready for Policies and Contracts to approve by the end of April.

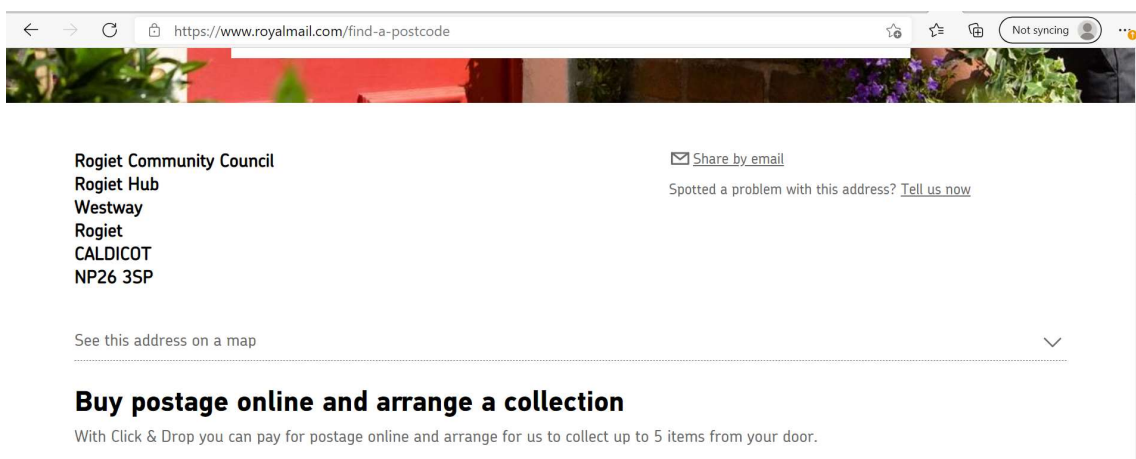




## Land And Buildings Update

Further to enquiry from Cllr Ellwood following a presentation on the matter at a OVW conference, I can confirm that all land and buildings are currently registered with HM Land Registry as belonging to RCC, but the documents need to be updated to reflect the new council address. This was delayed last year due to Covid restrictions making it impossible to have a form and photograph signed by the required professional.

The postbox initially purchased did not fit due to the shape of the fence. This has been returned and a new postbox has now been bought and fitted on the fence, and the first postbox returned. A postbox has been installed at the pavilion and the building is now registered on the MCC gazeteer, and MCC have passed on the relevant request for registration to Royal Mail. The Rogiet Hub address is now live on the Royal Mail system (see screenshot below).



No further progress has been made with internet installation. I have approached other providers who say their normal process would be to register the initiation of a contract and that would trigger the request to Openreach to carry out the necessary installation work. However, they say there is little point in going through this if BT have already done this twice and have twice had the installation refused by Openreach.

Openreach are very difficult to speak with as they usually only deal with service providers and attempts to contact by phone has proved unsuccessful. I have managed to access a help form and have registered the query about this installation and asked them to contact me to advise us.



## Police Reports

I have had a detailed conversation with Sergeant Damian Waite and he has provided us with further information regarding the crime reports and discrepancies against the national recordings. Essentially, crime reporting (on the national database) does not entirely correspond with the categories used by the police unfortunately. As an example, antisocial behaviour is not available as a crime reporting category on the national database and as such instances are often reported as assault, therefore often giving an unrealistic picture of what is happening in any area.

Sergeant Waite also explained that the majority of sexual offences being reported across the Gwent area (including Rogiet) are of a historic nature, which has come about by a change in attitudes and encouragement for victims to come forward. He reassured me that if there were any concerns that residents might be in danger this would be relayed to the general the public. Very rarely a new case is recorded, however these are usually domestic in nature so again there is no threat to the public in general.

Sergeant Waite apologised for the lack of police presence at our meetings. He only recently received an invitation personally from me and was unaware that the PCSOs were regularly invited to the meetings prior to lockdown but never attended. He has assured me that he will be attending our next meeting, but has unfortunately informed me that he will be leaving his current role in two weeks. His role is currently being advertised internally and there will be a full handover with his successor.

There is currently a task force under way to target off-road biking, but this is particularly difficult to deal with as the police have no jurisdiction to enter and arrest anyone for behaviour on private land where the owner is unknown or has not raised a complaint.

Rob Campbell of Gwent Police is overseeing a new Speedwatch initiative. He is currently working with a Speedwatch group set up by residents in Magor and Undy and has been carrying out road-side speed checks on the B4245 in Magor and Undy in the week beginning 1<sup>st</sup> March and will be moving on to a Rogiet location for speed checks shortly.

## Attendance at external meetings, and community updates

### Caldicot Community Fridge

Over the past two months I have attended meetings of the Caldicot Community Fridge, which is in the early days of set-up. Wye Gymnastic have been mentoring the group which includes Caldicot Town Council councillors, Monmouthshire Housing Association, GAVO and other organisations. A community fridge is a scheme whereby local shops, cafes and other food outlets can donate food that is not needed (perhaps because of overstock, or expiry date imminent) on a regular basis for members of the community to take. A central Caldicot location has been identified to house this Community Fridge and the group are keen that



residents of Rogiet are aware of its existence when it opens, and that they are welcome to come and collect food from there. This is not designed to target people on low incomes or benefits, community fridges aim to tackle the problem of food waste and the part it plays in climate change. The group are looking for ways to promote the scheme when it opens and Cllr Fowler has had discussions with the group about some exciting projects with her craft group that can raise awareness and interest in this.

### **Library of Things**

I was invited to attend a meeting with Hazel Clatworthy (Sustainability Policy Officer, MCC) due to our council's commitment to tackling climate change. This led to being offered the opportunity to be involved with a Monmouthshire 'Library of Things', a scheme in the early stages which will involve a variety of equipment being made available for loaning at a small cost. The former Caldicot PTU building (next to the library) has been identified as a location for a Caldicot base, with a larger site elsewhere in the south of the county which will store equipment such as gazebos, sound equipment, lighting etc. for community groups to loan for at an appropriate cost. I was informed that there was money available for smaller libraries for smaller libraries. This seemed like a perfect match for the Rogiet Community Junction group – the volunteers have always been very encouraging of the community to gain new cooking skills. The RCJ were delighted with this idea and have now been introduced to Hazel and a list of items to purchase has been drawn up which MCC will shortly be purchasing for them. Included in the list is an ice-cream maker, fish kettle, jam-making saucepan, electric food mixer, mixing bowls and other kitchen items. The group may need storage space for the items when they are not being loaned, and this is something that we may consider within the pavilion building.

### **Bridges Centre – Keep in Touch Service**

During the summer of 2020 whilst I was volunteering with Covid-related assistance I tested an idea for helping someone without a computer, internet or any related skills to receive a video call with family members. There was a great deal of interest in this from MCC and the Welsh Government and I was requested to write a protocol for delivering this service. At the end of 2020 I was contacted by the Bridges Centre, a volunteer organisation that covers the whole of Monmouthshire, for permission to adopt this service to their current list of offerings to residents. I have had several meetings over the months with the Bridge Centre team and they have now been able to purchase three laptops for use in the south of the county, plus the necessary internet-ready dongles, and have volunteers already enlisted. They will roll this service out once they are assured of safety regarding Covid. They are keen that the first call to be made will be a Rogiet resident and via the RCJ group we have a couple people ready and waiting. The poster they have produced for this scheme is attached to the agenda documents, and includes the Rogiet Community Council logo by way of acknowledgement of the work done to devise this service.

### **SLCC Gwent Area Branch Meeting**

A presentation was delivered on changes coming in the next year. This includes the ability for councils in Wales to obtain the General Power of Competence if they meet the eligibility



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criteria. Changes coming also mean that draft minutes will need to be available on council websites within seven days of a meeting.