



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

14th May 2021

Dear Councillor,

You are hereby summoned to attend the Ordinary Meeting of Rogiet Community Council which will be held on Wednesday 19th May 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

012	TO RECEIVE APOLOGIES FOR ABSENCE To receive, and consider for approval, apologies for absence and reason given.
013	INTERESTS DECLARED 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.
014	EXCLUSION OF PRESS AND PUBLIC To consider and agree any items requiring to be heard without press and public present under section 1(2) of the Public Bodies (Admission to Meetings Act) 1960, where transaction of business is considered confidential, the disclosure of which would be prejudicial.
015	CHAIRMAN'S UPDATE To receive any relevant updates from the Chairman.
016	MINUTES To adopt as a true record the minutes of: <ul style="list-style-type: none">• Ordinary Meeting of 22nd April 2021• Annual Meeting of 12th May 2021



017	POLICE REPORT		
017.1	To receive police report from April 2021.		
017.2	To note next meeting with Sgt Chris Butt will take place on Thursday 20 th May at 9am via Teams.		
018	FINANCE		
018.1	To discuss and agree hire fees for use of: <ul style="list-style-type: none">• Pavilion main room• Changing rooms• MUGA• Sports pitch		
018.2	To ratify payments made since last meeting of:		
	Payee	Detail	Amount
	Staff, HMRC, Pension	April salaries	£1976.50
	Came & Company Insurance Brokers	Insurance	£1021.20
018.3	To approve the following payments:		
	Payee	Detail	Amount
	Chepstow Accountancy Serviced Ltd	Payroll (new client setup, and April payroll)	£70.00
	Chepstow Accountancy Services Ltd	Payroll (May)	£20.00
019	PLANNING		
	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	



	<p>Monmouthshire NP26 3WF</p> <p>Amendment: 1/4/21, 29/4/21, 4/5/21</p>
	<p>Application no. DM/2021/00724</p> <p>Description of Proposal: Proposed new build detached dwelling to side of No. 2 Ifton Road</p> <p>Location: Ty Newydd Ifton Road Rogiet Monmouthshire NP26 3WF</p>
020	Community Engagement
020.1	To consider requesting a stock of recycling bags from Monmouthshire County Council for councillors (those who wish to) to hold for collection by residents in Rogiet.
020.2	To agree councillors, date, and time for surgery.
021	PLAYING FIELDS
021.1	To discuss possible play/exercise item purchases for older children/adults and to agree on pieces in order to obtain quotes, maintenance schedules and inspection costings.
021.2	<p>To discuss and agree action on:</p> <ol style="list-style-type: none"> 1. Need for repair, replacement, or removal of damaged benches on the playing fields. 2. Request from members of public to purchase a litter bin for the bottom of the playing fields for users of the picnic benches (see Appendix 1). 3. The future of the dugouts following a further vandalism attack. 4. Request from member of public via Rogiet Wildlife Friendly Village to plant a home grown magnolia tree near the willow domes/tunnel.
022	OFFICE EQUIPMENT
	To approve purchase of a binding machine and required accessories in order to bind each year's minutes, and other documents as and when needed (see Appendix 2).
023	CLERK'S REPORTS
	To receive the clerk's report and agree any action.



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024	CORRESPONDENCE (Circulars already distributed from MCC/OVW etc.) To receive and consider the following items of note: <ul style="list-style-type: none">• Natural Resources Wales – email Re. Reen dredging• Telephone call from resident concerned with risk of bee/wasp stings to children coming out of the school passing the new nature area at the MUGA.
025	NEXT MEETING To note the next Ordinary Meeting will take place on Wednesday 9 th June 2021 at 7:15pm via Zoom video conferencing, and accept items for the agenda.

Join Zoom Meeting

<https://us02web.zoom.us/j/81527356597?pwd=TWhFOWFoaEwwQUVRK0loaDUrK2ZqZz09>

Meeting ID: 815 2735 6597

Passcode: 569446



Clerk's Report for the Ordinary Meeting of 19th May 2021

AUDIT

The 2020-2021 audit has found no issues of concern and the report will be available shortly.

INTERNET

Openreach have submitted a pole erection notification to Monmouthshire County Council, for which they have 28 days to respond. BT are due to update us on 24th May 2021 as to the status of the job request with the Openreach team.

PAYROLL

The April payroll was made via the new system, using the new payroll company with myself setting up the payments to staff, HMRC and the pension fund, with two councillors authorising payments. This all ran smoothly.

Rogiet Community Council's three year pension auto-enrolment date was 30th April which involved a great deal of administrative work to ensure the council re-submitted all relevant information to the Pensions Regulator to determine that we are meeting our obligations regarding pensions.

PLAY PARK

One item of play park equipment remains to be installed – the calabassa. This is being chased up with MCC and Hags as there is some uncertainty as to whether this item was delivered to the MCC depot.



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Appendix 1 – Litter Bin Options

Fitting Options

Please see the following link for information on the type of fittings available for litter bins:

[Guide to Fixings for Litter and Recycling Bins \(glasdon.com\)](#)

[Sentinel 120 litre bin open top bin \(225a\) \(earth-anchors.com\)](#)

Available in: black, green, red, blue, yellow, grey, brown, galvanised only.



Colour + Fastdek Rootfast fixings £603 + VAT

[Rustic 120 litre bin \(242\) \(earth-anchors.com\)](#)



With Fastdek Rootfast fixings £612 + VAT



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Appendix 2 – Book/Booklet Binding Machine

[Peach Comb Binder 350 Sheet Star \(ryman.co.uk\)](http://ryman.co.uk)

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