



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

8th October 2021

Dear Councillor,

You are hereby summoned to attend the Ordinary Meeting of Rogiet Community Council which will be held on Wednesday 13th October 2021 at 7:00pm via Zoom video conferencing, for the transaction of the business specified in the following agenda.

Yours faithfully

Catherine Baker

Clerk to Rogiet Community Council

Giles Bates of Creative Car Parking will give a presentation and explanation of services offered by his company at 7:00pm.

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

065	TO RECEIVE APOLOGIES FOR ABSENCE To receive, and consider for approval, apologies for absence and reason given.
066	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.
067	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.
068	CHAIRMAN'S UPDATE To receive any relevant updates from the Chairman.



069	MINUTES To adopt as a true record the minutes of: <ul style="list-style-type: none">• Ordinary Meeting of 8th September 2021• Extraordinary Meeting of 22nd September 2021• Health and Safety Committee Meeting of 22nd September 2021																					
070	FINANCE <table><tr><th>Payee</th><th>Detail</th><th>Amount</th></tr><tr><td>Staff, HMRC, Pension</td><td>August salaries</td><td>£1899.46</td></tr><tr><td>Chepstow Accountancy Serviced Ltd</td><td>Payroll (August 2021)</td><td>£30.00</td></tr><tr><td>Lord’s Landscapes</td><td>Removal and disposal of dead elm tree</td><td>£250</td></tr><tr><td>Rialtas Business Solutions</td><td>Third year of three year finance software contract</td><td>£148.80</td></tr><tr><td>Graham & Co Chartered Surveyors</td><td>RICS valuation report</td><td>£360</td></tr><tr><td>Office Tech Suite</td><td>Internet installation (hardware and services)</td><td>£1009.07</td></tr></table>	Payee	Detail	Amount	Staff, HMRC, Pension	August salaries	£1899.46	Chepstow Accountancy Serviced Ltd	Payroll (August 2021)	£30.00	Lord’s Landscapes	Removal and disposal of dead elm tree	£250	Rialtas Business Solutions	Third year of three year finance software contract	£148.80	Graham & Co Chartered Surveyors	RICS valuation report	£360	Office Tech Suite	Internet installation (hardware and services)	£1009.07
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071	CRIME AND ANTISOCIAL BEHAVIOUR 071.1 To receive the monthly police report. 071.2 To discuss issues of antisocial behaviour, particularly relating to illegal use of off-road bikes.																					
072	PLANNING 072.1 Appeal Ref: APP/E6840/A/21/3282479 Planning Ref: DM/2021/00822 To consider planning appeal against refusal of application for change of use of land adjacent to Manor Garage, Rogiet Road, Rogiet (change of use of land to																					



	industrial use)
072.2	To note receipt of notification of consultation on local taxes for second homes and self-catering accommodation. No council action required; for individual responses via the website.
073	ROGIET HUB
073.1	To receive and discuss RICS surveyor valuations for rental of nursery space and agree any action.
073.2	To receive minutes of architect meeting, and any further updates.
074	HEALTH AND SAFETY
074.1	<p>To approve the following recommendations of the Health and Safety Committee meeting of 22nd September 2021:</p> <ol style="list-style-type: none"> 1. To adopt the risk assessments for the MUGA and the playing fields. 2. To erect signage at the MUGA alerting players that they should inspect the surface before play for any broken glass or stones that may cause injury. 3. To erect signage for the playing fields sports pitch that users should check for dog fouling before using the pitch. 4. To have an initial discussion at full council whether banning dogs from the playing fields should be considered. 5. That the Rogiet Community Council Sports Pavilion Covid Policy, the Little Tigers Covid Policy, and the Severn Tunnel Football Club Covid Policy are approved for continued use.
074.2	To discuss resident concerns regarding difficulty navigating the path between Grenville Terrace and Chestnut Drive.
075	WINDMILL POST
	To set date for Community Engagement Committee and Bethany Lodge to produce Windmill Post Christmas edition, and deadline for submissions.
076	WAR MEMORIAL AND REMEMBRANCE SERVICE
076.1	To receive any updates and agree action on repair of the war memorial ahead of Remembrance Day.
076.2	To consider and agree the preferred format of this year's Remembrance Day service at the war memorial.



077	CLERK'S REPORTS To receive the clerk's report and agree any action.
078	CLERK'S CONFIDENTIAL REPORT ON STAFFING MATTERS To receive Clerk's confidential report and agree action.
079	CORRESPONDENCE To receive and consider the following items of correspondence: 1. The Queen's Green Canopy – request to coordinate community planting for 11 th March 2022.
080	NEXT MEETING To note the next Ordinary Meeting will take place on Wednesday 10 th November 2021 at 7:15pm via Zoom video conferencing, and accept items for the agenda.

Join Zoom Meeting

<https://us02web.zoom.us/j/82294547214?pwd=aUhnZTdtZUF1dHZwMmdFN3FvSzJmZz09>

Meeting ID: 822 9454 7214

Passcode: 194272



Clerk's Report for the meeting of 13th October 2021

2021-2022 BUDGET UPDATES

Incorrect calculation allocated £2109 to office allowance. This should have been £956. Owing to increase in dog waste costs recommend moving the remaining £1153 to dog waste budget.

2020-2021 AUDIT UPDATE

The 2020-2021 audit is still in progress. Requests for documents and information being dealt with.

HEALTH AND SAFETY UPDATES

Fixes to the emergency lighting at the pavilion building are scheduled for 8th November 2021.

CLIMATE CHANGE

Nature Wise nature training by Cynnal Cymru | Sustain Wales, for community groups is available online through October two online sessions with a time commitment of 5-6 hours. The course is free and would be ideal for the clerk and councillors to attend.

PLAY PARK & PLAYING FIELDS

MCC Grounds team have quoted the following for council consideration:

- To remove the corner of the Car park and reinstall the fence line creating the pathway would be £1,918.98
- Supply and install 2 NIN signs (attractive nature isn't neat signs) £69.48
- Supply 2 new benches – 1.5m Bench £755 delivered. To install in existing concrete plinth £308.03
- To Cut and collect the entire NIN area would be £308.57, as agreed the area will be cut alternatively between two sections. The first section will be the large area at the bottom of the site and the orchard. This cut will take place September/October. The second section (the rest of the site) will be cut March/April.

INTERNET

Openreach are due to attend the pavilion on Friday 15th October 2021 to connect the internet. There may be a second date needed, depending on whether communication between Openreach and BT over the past few weeks has resolved issues of installation. We require a councillor to be available at the pavilion for a few hours with Daniel Griffiths. The job is booked to take place between 8am and 1pm.



POLICING

Operation Harley is an ongoing operation where neighbourhood policing teams have carried out and continue to carry out action days/evenings in problem areas to crackdown on illegal and anti-social off-roading. We arrange a date to gather resources and depending what is available we have marked and unmarked police vehicles, officers on foot and on occasion we have had drones. I hope this answer any questions about Op Harley.

COMMITTEES

The Finance Committee currently has four members, with a quorum of three. Due to work and other commitments there is concern that meetings are in danger of being inquorate, and therefore it would be wise to request further members join the finance committee.

HIGHWAY SAFETY

Following a site meeting with an MCC traffic engineer, the following proposals were deemed acceptable:

1. To move the drop kerb further down Ifton Road due to danger to those crossing (particularly those who are slower moving or using mobility aids) as there is a blind corner from Caldicot Road onto Ifton Road. This would require a slight widening of the kerb as it tapers off.
2. Additional road markings stating Ifton Road is 'no entry' (at current give way markings where it meets Crossway)
3. 'No through road' sign for Ifton Road after junction with Crossway).
4. Cover of electrical box of Give Way/No Entry pole on Ifton Road is off - needs re-attaching.
5. Give Way/No Entry signs have been turned - to be fixed back in position.
6. Street sign for Green Close to be replaced with a version that also has the 'no through road' symbol.
7. Street sign for South Grove needed - frame is in place but the sign is missing.
8. Renew 'no entry' paint on South Grove Caldicot Road end.

However, it was made clear that these are not guaranteed to be carried out. The request for moving the Ifton Road dropped kerb would have to be submitted for consideration for the 2022-2023 budget year. Other issues such as signage and re-painting lines on road etc. may be possible this financial year.