



Minutes of the Ordinary Meeting of Rogiet Community Council held on Wednesday 17th February 2021, which commenced at 7:15pm via video conferencing.

Councillors Present (box checked):

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> Robert Stallard (Chair) | <input checked="" type="checkbox"/> Jayne Stallard | <input checked="" type="checkbox"/> Hazel Bennett |
| <input checked="" type="checkbox"/> Sebastian McVicker-Orringe | <input checked="" type="checkbox"/> Gillian Haywood | <input type="checkbox"/> Linda Guppy |
| <input checked="" type="checkbox"/> Peter Milmine | <input checked="" type="checkbox"/> Anna Wilson | <input checked="" type="checkbox"/> Janet Fowler |
| <input checked="" type="checkbox"/> Jers Dyderski | <input checked="" type="checkbox"/> Philip Ellwood | |

In Attendance:

- ☒ Catherine Baker (Clerk)
Laura Spuffard (Member of public)
Charlotte (Member of public)

MIN NO. ¹	Business Transacted
86	APOLOGIES FOR ABSENCE <i>None received</i>
87	INTERESTS DECLARED Cllr Milmine – 93b Planning application, 94 Instruction of architect
88	Chairman's update Cllr R Stallard praised the excellent efforts of the Rogiet Wildlife Friendly Village group for their work on improving Rogiet, with the group having been successful in two grant packages from Keep Wales Tidy, consisting of trees, wildflowers, benches and more. Cllr R Stallard also expressed gratitude to those involved in the Covid vaccinations, and hope that this will help us all return to normal life soon.
89	POLICE REPORT Councillors felt particularly frustrated and upset that having once again been promised that a member of the local policing team would attend the meeting <i>Resolved:</i> <i>To write to the Chief Inspector to relay concerns at lack of interest from the local police team in engaging with the council.</i>
90 90a	Minutes To approve the minutes of the following meetings as a true record: 1. Ordinary Meeting of 13 th January 2021



MIN NO. ¹	Business Transacted									
	2. Ordinary Meeting of 19 th January 2021 3. Community Engagement Committee of 21 st January 2021									
90b	CEC <u>Resolved:</u> <i>To consider recommendations of the Community Engagement Committee of 21st January 2021 at a future meeting due to volume of material to be discussed.</i>									
91	FINANCE									
91a	<u>Resolved:</u> <i>To approve change of payroll provider to Chepstow Accountancy Ltd to take effect from the start of the 2021-2022 financial year.</i>									
91b	<u>Resolved:</u> <i>To approve appointment of Audit Solutions as internal auditor to Rogiet Community Council for the 2020-2021 year.</i>									
91c	To note that payroll forms must be completed and returned to the clerk by midday Thursday 18 th February in order to receive remuneration for the 2020-2021 year in March. Noted									
91d	Receipt of payment of £4702.48 from Monmouthshire County Council for profit-share of car park revenue for 2019-2020 noted. <u>Resolved:</u> <i>To request MCC provide full accounts as stated in the contract between RCC and MCC, and to request a breakdown of employee costs as listed on their spreadsheet.</i> <u>Resolved:</u> <i>To report to MCC the damaged barrier between car park and field to be fixed under the car park licence terms.</i>									
91e	<u>Resolved:</u> <i>To approve payment of the invoices listed below:</i> <table><tr><th>Payee</th><th>Detail</th><th>Amount</th></tr><tr><td>Monmouthshire County Council</td><td>January salaries</td><td>£1758.74</td></tr><tr><td>C. Baker</td><td>Quarterly office allowance</td><td>£234.28</td></tr></table>	Payee	Detail	Amount	Monmouthshire County Council	January salaries	£1758.74	C. Baker	Quarterly office allowance	£234.28
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C. Baker	Quarterly office allowance	£234.28								
91f	<i>Payment by Direct Debit of Barclaycard bill of £123.80, broken down as follows noted:</i>									



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91g	<u>Resolved:</u> To ratify payment of invoice from Magor Printing Company of £270 for printing of December 2020 Windmill Post.						
91h	<u>Resolved:</u> To purchase four new dog waste bins at a cost of £189 + VAT each, including installation by MCC, to be sited at: Ifton Road, Station Road, the B4245, and near the quarry. <u>Resolved:</u> To enquire whether the allotment bin gets emptied weekly or fortnightly as this fills quickly. To look into swapping the larger bin on Ifton Lane for the smaller bin by the allotments.						
91i	Inspection of bank reconciliations by Cllr Fowler in line with Financial Regulations noted.						
91j	Bank reconciliation for January 2021 received and noted.						
91k	Spending to-date report noted. <u>Resolved:</u> To hold a Finance Committee meeting on Friday 26 th February for to make any end-of-year recommendation to Council.						
91l	<u>Resolved:</u> To register the sports pavilion with the Monmouthshire County Council's Street Naming and Numbering Department at a cost of £130 in order to be accepted for registration with Royal Mail.						
91m	<u>Resolved:</u> To request the pavilion site be registered as 'Rogiet Hub'.						
91n	Councillors Milmine congratulated the Rogiet Wildlife Friendly Village group on achieving so much in such a short time and thanked them for their efforts, which was echoed by all. All councillors in support of the grant application. <u>Resolved:</u> To approve recommendations in clerk's report for purchases of items to be broken down into grant purchases direct to the group via purchase of requested items to them, and items that form part of the council's project to enhance the biodiversity of the playing fields in line with advice and guidance received, which will be purchased for the community and work to site/plant to be carried out by the volunteers of the Rogiet Wildlife Friendly Village.						



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	<p><u>Table 1: Living purchases for playing field biodiversity improvements (funding - council projects not grant)</u></p> <table> <tr> <th>Item</th><th>Cost</th></tr> <tr> <td>10m living willow tunnel</td><td>£350.00</td></tr> <tr> <td>Large willow dome</td><td>£135.00</td></tr> <tr> <td>Medium willow dome</td><td>£100.00</td></tr> <tr> <td>Small willow dome</td><td>£80.00</td></tr> <tr> <td>Willow arbour</td><td>£100.00</td></tr> <tr> <td>6 x gooseberry bushes (£7.99 each)</td><td>£47.94</td></tr> <tr> <td>6 x raspberry bushes (£9.99 each)</td><td>£59.94</td></tr> <tr> <td>6 x redcurrant bushes (£9.99 each)</td><td>£59.94</td></tr> <tr> <td>6 x blackcurrant bushes (£10.99 each)</td><td>£65.94</td></tr> <tr> <td>TOTAL</td><td>£998.76</td></tr> </table> <p><u>Table 2: Purchases for Rogiet Wildlife Friendly (grant purchases)</u></p> <table> <tr> <th>Item</th><th>Cost</th></tr> <tr> <td>12 x adult hi-vis vests ((£2.19 each)</td><td>£26.28</td></tr> <tr> <td>10 x child hi-vis vests (£1.49 each)</td><td>£14.90</td></tr> <tr> <td>10 x clipboards</td><td>£13.99</td></tr> <tr> <td>50 x pens</td><td>£6.99</td></tr> <tr> <td>TOTAL</td><td>£62.16</td></tr> </table> <p><u>Table 3: Animal boxes and planters (council projects, not grant)</u></p> <table> <tr> <th>Item</th><th>Cost</th></tr> <tr> <td>5 x small bird box 4 pack (£12.90 each)</td><td>£64.50</td></tr> <tr> <td>5 x hedgehog house (£22.95 each)</td><td>114.75</td></tr> <tr> <td>3 x rooster house 6 pack (£14.00 each)</td><td>£42.00</td></tr> <tr> <td>Larger garden bird box 6 pack</td><td>£33.99</td></tr> <tr> <td>4 x bat box 3 pack (£24.00 each)</td><td>£96.00</td></tr> <tr> <td>Outdoor wood nails</td><td>£5.91</td></tr> <tr> <td>Natural cable ties</td><td>£13.51</td></tr> <tr> <td>10 x wooden planters (moveable if necessary) (£30.00 each)</td><td>£300.00</td></tr> <tr> <td>TOTAL</td><td>£670.06</td></tr> </table>	Item	Cost	10m living willow tunnel	£350.00	Large willow dome	£135.00	Medium willow dome	£100.00	Small willow dome	£80.00	Willow arbour	£100.00	6 x gooseberry bushes (£7.99 each)	£47.94	6 x raspberry bushes (£9.99 each)	£59.94	6 x redcurrant bushes (£9.99 each)	£59.94	6 x blackcurrant bushes (£10.99 each)	£65.94	TOTAL	£998.76	Item	Cost	12 x adult hi-vis vests ((£2.19 each)	£26.28	10 x child hi-vis vests (£1.49 each)	£14.90	10 x clipboards	£13.99	50 x pens	£6.99	TOTAL	£62.16	Item	Cost	5 x small bird box 4 pack (£12.90 each)	£64.50	5 x hedgehog house (£22.95 each)	114.75	3 x rooster house 6 pack (£14.00 each)	£42.00	Larger garden bird box 6 pack	£33.99	4 x bat box 3 pack (£24.00 each)	£96.00	Outdoor wood nails	£5.91	Natural cable ties	£13.51	10 x wooden planters (moveable if necessary) (£30.00 each)	£300.00	TOTAL	£670.06
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	<p><i>(Local Government Act 2000 Pt1 s2 – ‘promotion or improvement of the environmental well-being of the area’)</i></p> <p><u>Resolved:</u> For the clerk to enquire with MCC as to whether it is possible/permitted for volunteers to undertake planting on roundabouts, which RCC currently contract to MCC (for Station Road roundabout).</p>
<p>92 92a</p>	<p>BIODIVERSITY</p> <p><u>Resolved:</u> To approve planting of trees on the playing field (alongside the car park) funded and being planted by Keep Wales Tidy.</p>
<p>92b</p>	<p><u>Council are very excited by the grants obtained by the RWFV group.</u></p> <p><u>Resolved:</u> To approve land to the side of the Multi-Use Games Area be planted with a wildlife garden by the Rogiet Wildlife Friendly Village volunteers.</p> <p><u>Resolved:</u> To form a working group of Cllr R Stallard, Cllr J Stallard, Cllr Milmine and member of the RWFV group Laura Spuffard and Charlotte Davies to decide locations of planting/siting of other elements of the grant packages. Suggestions to be circulate to all members and final approval will be given to RWFV group by the clerk.</p> <p>Councillors suggested that the Old School Garden site would also make an ideal location for fruit trees and benches.</p> <p>Cllr Bennett also suggested that the group might like to approach Monmouthshire Housing Association about the possibility of siting two benches on the MHA land on Station Road/B4245 – The WI had previously been looking into placing a ‘chatty bench’ here, but given Covid restrictions two benches would be more appropriate to allow for social distancing.</p> <p><u>Resolved:</u> For Cllr R Stallard and the clerk to make enquiries regarding the possibility of a nature area being developed at the Old School Gardens green space.</p>
<p>93</p>	<p>Planning</p>
<p>93a</p>	<p>Application no. DM/2020/01862</p> <p>Description of Proposal: Detached garage at the top of the garden; Single storey. 8 metres by 6 metres, height (ridge) 4.3 metres.</p> <p>Location: 30 Westway Rogiet</p>



MIN NO. ¹	Business Transacted
	<p>Caldicot Monmouthshire</p> <p><u>Resolved:</u> To inform MCC Planning Dept that RCC have no objections to the garage, however they have concerns regarding access by vehicles through the rear gate onto Green Lane, in particular vehicles seen to have needed to use the entrance to the church hall to manoeuvre to gain the correct angle of approach, and concern for safety of pedestrians using the lane.</p>
93b	<p>Application no. DM/2020/01827</p> <p>Description of Proposal: Demolition of garage and double storey rear extension.</p> <p>Location: 19 Caldicot Road Rogiet Caldicot Monmouthshire NP26 3SF</p> <p><u>Resolved:</u> To inform MCC Planning Dept that RCC have no concerns or objections to this application.</p>
94	<p>Clerk's Report</p> <p>The Clerk's Report on proposal of altering/rebuilding the sports pavilion to provide improved facilities for the community was received.</p> <p>Councillors highlighted their main reasons for supporting this action were that the building is not fit for purpose within the community of Rogiet and all were in favour of pursuing initial feasibility studies on redesigning the space. Council agreed that a business case should also now be prepared, ensuring resilience to meet repayments on a Public Works Loan Board loan.</p> <p><u>Resolved:</u> To form a working group to work on the business case over the next six weeks (to 31st March 2021). Cllrs McVicker-Orringe, Wilson, Ellwood, Dyderski, Fowler, and Haywood to be part of the working group.</p> <p><u>Resolved:</u> To instruct Mistral Architects and Surveyors (Magor) to carry out the feasibility study for the pavilion refurbishment/rebuild. £3000 from budgeted allocation and £1700 to be vired from project budget.</p>



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

MIN NO. ¹	Business Transacted
93	FUTURE MEETINGS Next Ordinary Meeting to take place on Wednesday 10 th March 2021 at 7:15pm via videoconferencing.

(¹ All minute numbers are preceded by '2020/')

Signed: Chair/Vice Chair

Date: