



Minutes of the Ordinary Meeting of Rogiet Community Council held on Wednesday 24th March 2021, which commenced at 7:15pm via video conferencing.

Councillors Present (box checked):

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> Robert Stallard (Chair) | <input 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 type="checkbox"/> Janet Fowler |
| <input type="checkbox"/> Jers Dyderski | <input checked="" type="checkbox"/> Philip Ellwood | |

In Attendance:

- ☒ Catherine Baker (Clerk)

MIN NO. ¹	Business Transacted
94	APOLOGIES FOR ABSENCE <u>Resolved:</u> to accept the absence and reason for absence of Cllr J Stallard and Cllr Fowler.
95	INTERESTS DECLARED Cllr R Stallard – Min 96, Min 102 (regarding staff pay)
96	BIODIVERSITY <u>Resolved:</u> To allow the Rogiet Wildlife Friendly Village group to site their Keep Wales Tidy shed alongside the hub building and to provide Laura Spuffard with a copy of the padlock key for the main gate, in order to access their tools.
97	PLANNING <u>Resolved:</u> To approve the revised Rogiet Community Junction parking plan, as required by MCC Highways Department.
98 98a	GOVERNANCE <u>Resolved:</u> To approve the following documents: 1. Standing Orders 2. 2019-2020 Internal recommendation document



MIN NO. ¹	Business Transacted
	<p>3. Code of Conduct</p> <p>Resolved: To approve the insurance policy after the clerk has checked that the war memorial and the shed and sports equipment are covered.</p>
98b	<p>Resolved: To adopt the following documents:</p> <ol style="list-style-type: none"> 1. Financial Risk Assessment 2. Publication Scheme 3. Legionella Management Plan 4. Asset Register
98c	<p>Noted that the following policies are will be drawn up shortly and are in progress:</p> <ol style="list-style-type: none"> 1. Grant Funding Policy (in progress) 2. Virtual Meeting Policy (in progress) 3. Fire Risk Assessment (in progress) 4. Recruitment and Retention Policy 5. Biodiversity Policy
99	<p>STAFFING</p> <p>Resolved: To include in the job description for Grounds and Facilities Officer 'and any reasonable tasks as required by the Council'.</p> <p>Resolved: To advertise the position of Grounds and Facilities Officer in April in the Windmill Post, and Council website and Facebook, with the job details being those included in the Written Statement of Employment, and to request the job advert also be place in the church noticeboard.</p>
100	RECOMMENDATIONS FROM COMMITTEES
	<p>Recommendations of the Community Engagement Committee of 21st January 2021</p> <ol style="list-style-type: none"> 1. To agree to allow advertising in the Windmill Post, at an agreed cost per ¼, ½ and whole page. <p>Resolved: To set the cost for advertising at £5 per ¼ page, £10 per ½ page, and £20 per whole page of the Windmill Post.</p>



MIN NO. ¹	Business Transacted
	<p>2. To consider holding a virtual surgery each month with councillors taking turns on a rota basis (voluntarily for councillors wishing to take part)</p> <p><u>Resolved:</u> <i>That surgeries be arranged with the following criteria:</i></p> <ol style="list-style-type: none">1. <i>Councillor participation is entirely voluntary</i>2. <i>A minimum of two councillors in attendance</i>3. <i>Minimum of two councillors</i>4. <i>Time limit will be 1hr per session, with 10 minute slots allocated per resident</i>5. <i>Dialling in available for those without internet</i>6. <i>The clerk will set up the meetings using Zoom and residents must contact the clerk to book a slot and receive the joining link or telephone number.</i>7. <i>Residents should be made aware that the surgeries are an opportunity to discuss issues with councillors, but that councillors are not able to make any decisions during these sessions.</i>
101	CLERK'S REPORT
101a	<p>Members all voiced their enjoyment of the new biodiversity improvements at the playing fields site, and they had all received positive feedback from residents when they have been at the site.</p> <p><u>Resolved:</u> <i>For clerk to enquire with Natural Resources Wales as to when the reens at the playing fields were last dredged, and when they are next due for the same.</i></p>
101b	<p>The Clerk's Report of 23rd October 2019 was discussed. Cllr Bennett proposed that £25,000 be set aside for the next stage of playing fields works, for provision of outdoor gym equipment and items for older children. All in agreement.</p> <p><u>Resolved:</u> <i>To ear-mark £25,000 for purchase of outdoor gym equipment and older children's play equipment.</i></p> <p><u>Resolved:</u> <i>For Cllr J Stallard and the clerk to gather information and quotes for outdoor gym equipment and older children's play equipment.</i></p>



MIN NO. ¹	Business Transacted
102	<p>CLERK'S CONFIDENTIAL REPORT ON STAFFING MATTERS</p> <p><u>Resolved:</u> To rectify incorrect salary payments in March 2021 pay.</p> <p><u>Resolved:</u> To approve contracts for Litter Picker, Cleaner, and Grounds and Facilities Officer, after amendment of typographical errors.</p> <p><u>Resolved:</u> For the clerk to purchase new work boots for the litter picker.</p> <p><u>Resolved:</u> To add Cllr Ellwood as an editor on the Council Facebook page and group to post, respond and promote biodiversity/climate change/active transport initiatives and information.</p>
103	<p>FUTURE MEETINGS</p> <p>Next Ordinary Meeting to take place on Wednesday 14th April 2021 at 7:15pm via videoconferencing.</p>

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

Meeting closed at 9:30pm

Signed: Chair/Vice Chair

Date: