



**Minutes of the Ordinary Meeting of Rogiet Community Council held on Thursday 10<sup>th</sup> June 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 checked="" type="checkbox"/> Janet Fowler  |
| <input checked="" type="checkbox"/> Peter Milmine              | <input checked="" type="checkbox"/> Anna Wilson     |   |
| <input checked="" type="checkbox"/> Jers Dyderski              | <input checked="" type="checkbox"/> Philip Ellwood  |   |

**In Attendance:**

- ☒ Catherine Baker (Clerk)

MIN NO. 2021/...	Business Transacted
012	<b>APOLOGIES FOR ABSENCE</b> <i>None</i>
013	<b>INTERESTS DECLARED</b> Cllrs R Stallard, Haywood, Ellwood and McVicker-Orringe declared an interest in Min 2021/020.
014	<b>EXCLUSION OF PRESS AND PUBLIC</b> <b><u>Resolved:</u></b> <i>To exclude press and public for Min 2021/023.1</i>
015	<b>CHAIRMAN'S UPDATE</b> The chairman reminded councillors that there is a community litter pick at 10:30am on Saturday 12 <sup>th</sup> June 2021 and that he would like to see other councillors joining the community in this.
016 016.1	<b>MINUTE</b> <b><u>Resolved:</u></b> <i>To adopt the minutes of the Ordinary Meeting of 22<sup>nd</sup> April 2021 as a true record, with the correction at Min 121.1: 'to be purchased from local</i>



MIN NO. 2021/...	Business Transacted				
	suppliers’.				
016.2	<b><u>Resolved:</u></b> To adopt the minutes of the Annual Meeting of 12 <sup>th</sup> May 2021 as a true record.				
017	POLICE REPORT				
017.1	Police report for April 2021 noted. No May report provided.				
017.2	Councils meeting with Sgt Butt on Thursday 20 <sup>th</sup> September at 9am noted.				
018	AUDIT				
018.1	Internal audit report for 2020-2021 received.				
018.2	Annual Return Accounting Statement for 2020-2021, as certified by the RFO received.				
018.3	<b><u>Resolved:</u></b> To approve Annual Return Accounting Statement for 2020-2021.				
018.4	<b><u>Resolved:</u></b> To approve the Annual Return Governance Statement for 2020-2021 (for signature by Chairman as soon as possible after this virtual meeting).				
019	FINANCE				
019.1	<b><u>Resolved:</u></b> To agree the following hire charges:				
		Pavilion hall	Changing rooms (and pitch)	MUGA	Sports Pitch
	Not-for-profit group bookings	£5 per hour	£22 per session***	Remain at £1.50 – discuss at a later date	Remain at £1.50 – discuss at a later date
	Private/individual	£10 per hour	£22 per	Remain at £1.50 –	Remain at £1.50 –



MIN NO. 2021/...	Business Transacted				
019.2	<i>bookings</i>		<i>session</i>	<i>discuss at a later date</i>	<i>discuss at a later date</i>
	<b>Business bookings</b>	<i>TBC</i>	<i>TBC/NA</i>	<i>£20 per session</i>	<i>£20 per session</i>
	***Not-for-profit groups active in the community are welcome to apply to Rogiet Community Council for a grant to cover part of the costs of hire.				
	<b>Resolved:</b> To ratify the following payments:				
	<b>Payee</b>	<b>Detail</b>			<b>Amount</b>
	Staff, HMRC, Pension	April salaries			£1976.50
	Came & Company Insurance Brokers	Insurance			£1021.20
	Chepstow Accountancy Serviced Ltd	Payroll (new client setup, and April payroll)			£70.00
	Chepstow Accountancy Services Ltd	Payroll (May)			£20.00
	Vision ICT	Email hosting			£21.60
019.3	Staff, HMRC, Pension	May salaries			£1899.46
	<b>Resolved:</b> To approve payment of				
019.4	<b>Payee</b>	<b>Detail</b>			<b>Amount</b>
	Auditing Solutions Ltd	2020-2021 internal audit			£801.00
019.4	Payment of the following by credit card noted:				
	<b>Payee</b>	<b>Detail</b>			<b>Amount</b>



MIN NO. 2021/...	Business Transacted		
	Gemini Plants	Plants for Station Rd roundabout and village planters	£120
	Gemini Plans	Compost for planters	£48
020	PLANNING		
020.1	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 Monmouthshire NP26 3WF	
	Amendment:	1/4/21, 29/4/21, 4/5/21	
	<b><u>Resolved:</u></b> To inform MCC that RCC objects to this application on the following safety grounds largely relating to health and safety which I will outline below regarding the addition of 172 new car parking spaces:		
	<ul style="list-style-type: none"><li>As previously discussed with Christian Schmidt, the council have concerns about increased traffic on Station Road, Rogiet, particularly as the primary school is situated on this road.</li><li>The road bridge over the railway line was never built as a thoroughfare and can only comfortably accommodate one-way traffic (of cars).</li><li>The footpath over the railway bridge does not stretch the whole way across, and the route is popular with pedestrians visiting Rogiet Countryside Park, the Wales Coastal Path and Cycle Route no. 4. The path that is present is very narrow. This results in parents often having to walk in the road, to safety get their children over the bridge. To encourage such a high volume of traffic in an area with poor pedestrian safety is of great concern to Rogiet Community Council. The MOD have already been told they can no longer use Station Road and the road bridge to access their ranges due to public safety.</li><li>Rogiet Community Council would like to have feedback on any planned</li></ul>		



MIN NO. 2021/...	Business Transacted
020.2	<p><i>infrastructure upgrade that might be planned to mitigate for this car park, for example, are the prior discussions regarding an access to Rogiet (and potentially the car park) from the M48 still ongoing?</i></p> <p><b>Application no.</b> DM/2021/00724</p> <p><b>Description of Proposal:</b> Proposed new build detached dwelling to side of No. 2 Ifton Road</p> <p><b>Location:</b> Ty Newydd Ifton Road Rogiet Monmouthshire NP26 3WF</p> <p><b><u>Resolved:</u></b> To object to this on the following grounds:</p> <p><i>The plot in question is very narrow in size and the proposed dwelling would sit very close to the neighbouring properties, which is likely to cause problems with maintenance of the building (and neighbouring buildings) in future.</i></p> <p><i>The junction of Ifton Road (one way off Caldicot Road) with Caldicot Road is a very problematic one, with poor visibility and narrow in size. Addition of another dwelling within such close proximity, and the potential vehicles that would be accessing this property would escalate the issue of safety on this stretch of Ifton Road.</i></p> <p><i>The council take on board the concerns of the neighbours with regard to sewer access from the proposed property, which Dwr Cymru have given feedback on.</i></p> <p><i>Overall, the council feel that it would not be appropriate to site a new dwelling at this location for the reasons listed above.</i></p>
020.3	<p><b>Application no.</b> DM/2021/00822</p> <p><b>Description of Proposal:</b> Change of use of area of land to industrial use</p> <p><b>Location:</b> Adj Manor Garage Rogiet Road</p>



<b>MIN NO.</b> <b>2021/...</b>	<b>Business Transacted</b>
<b>020.4</b>	<p style="text-align: center;">Rogiet</p> <p><b><u>Resolved:</u></b> <i>To inform MCC that RCC have no objections. However, the Council wonders whether this provides an opportunity for Monmouthshire County Council to encourage agreement between the shared users of the access to ensure that it is being maintained to a reasonable standard?</i></p> <p><b>Temporary closure of footpaths 6 and 13 in Caldicot and Rogiet</b></p> <p>Current temporary closure by MCC due to end 23<sup>rd</sup> June but issues of concern not yet resolved (see Supporting docs for email and maps). MCC wish to extend the temporary closure for a further six months. RCC to respond.</p> <p><b><u>Resolved:</u></b> <i>For the clerk to send a response in support of the extension to rectify the situation, but with the following questions:</i></p> <ol style="list-style-type: none"><li><i>1. How have things progressed in the last six months? For example, you mention "several landowners"; how many are there? Have you managed to identify them? Have they been contacted? Are they being cooperative?</i></li><li><i>2. What issues were there when this process started six months ago and what issues are now outstanding?</i></li><li><i>3. Do you have an action plan for the extension period to manage the issues to resolution? If so, it would be helpful for this Council to see it (in confidence) and request it is provided.</i></li><li><i>4. Why has the maximum allowable extension been chosen (over, say, three months)?</i></li><li><i>5. What is your current assessment of the issues being resolved within the six month window?</i></li><li><i>6. What happens after the six month extension expires? The issues are physical, not solely legal, so they are unlikely to resolve themselves solely because a statute says they should be – does the PRW become abandoned altogether?</i></li><li><i>7. We would also be interested to know the legislation to which you refer. Please tell us the relevant elements of the Acts/SIs etc.</i></li></ol>
<b>021</b>  <b>021.1</b>	<b>COMMUNITY ENGAGEMENT</b>  <p><b><u>Resolved:</u></b> <i>To obtain stocks of recycling bags for councillors to hold for collection by residents.</i></p>



<b>MIN NO.</b> <b>2021/...</b>	<b>Business Transacted</b>
<b>021.2</b>	<b><u>Resolved:</u></b> To hold a councillor surgery via Zoom on Sunday 4 <sup>th</sup> July at 12noon. To be promoted as 10 mins slots, residents to contact the clerk for a slot.
<b>021.3</b>	<b><u>Resolved:</u></b> Cllr Haywood, Cllr Wilson and Cllr McVicker-Orringe to talk to residents and display copies of proposed community building designs at the community litter pick on 12 <sup>th</sup> June 2021 at 10:30am.
<b>022</b>	<b>COMMUNITY BUILDING</b> <b><u>Resolved:</u></b> To instruct a chartered surveyor to carry out a desktop valuation for the commercial value of a lease on the nursery room, based on three different architect designs. To ask Andy Quine if he can make a recommendation of a chartered surveyor for this purpose.
<b>023</b>	<b>PLAYING FIELDS</b>
<b>023.1</b>	<b><u>Resolved:</u></b> To purchase nest swing, zip wire and climbing frame. Clerk to obtain three quotes and distribute to councillors. Decision on quotes delegated to clerk, with consultation of councillors.
<b>023.2</b>	<b><u>Resolved:</u></b> For clerk to look into options of repair of Windmill commemorative bench, and replacement benches for the playing fields.
<b>023.3</b>	<b><u>Resolved:</u></b> To purchase the Sentinel 120 litre bin in green at a cost of £603 + VAT, to be sited at the bottom of the playing fields to serve the lower playing fields and car park.
<b>023.4</b>	<b><u>Resolved:</u></b> For the clerk to write to the football team about the council's concerns regarding the safety of the dugouts, and the council's wish for the dugouts to be removed, and benches alone left in their place.
<b>023.5</b>	<b><u>Resolved:</u></b> To approve request from Rogiet Wildlife Friendly Village group to plant a Magnolia tree near the willow domes/tunnel.



<b>MIN NO.</b> <b>2021/...</b>	<b>Business Transacted</b>
<b>023.6</b>	The clerk read an email from Caerwent Junior Football Team thanking the council for the offer of donation of the football goal posts, and offering assistance for the next volunteer project on the playing fields as a gesture of appreciation.  <b><u>Resolved:</u></b> <i>To donate redundant second set of football goal posts to Caerwent Junior Football Team and to accept their kind offer of volunteer assistance.</i>
<b>024</b>	<b>OFFICE EQUIPMENT</b>  <b><u>Resolved:</u></b> <i>To purchase thermal binding machine for proper compilation and archiving of the minutes.</i>
<b>025</b>	<b>CLERK'S REPORTS</b>
<b>025.1</b>	<b><u>Resolved:</u></b> <i>To ratify the budget and precept for 2021-2022: Precept of £54,734 and a Rogiet tax base of £749.78 (compared to £738.84 in 2020-2021) giving a Band D household precept of £73.00 (compared to £74.08 in 2020-2021).</i>
<b>025.2</b>	<b><u>Resolved:</u></b> <i>To enquire whether Chepstow Accountancy Services can carry out the i-Connect pension data entry.</i>
<b>025.3</b>	<b><u>Resolved:</u></b> <i>For the clerk to obtain three quotes on final choice of nest swing, zip wire and climbing frame and to delegate decision of supplier to the clerk following circulation of quotes and feedback.</i>
<b>025.4</b>	<b><u>Resolved:</u></b> <i>To instruct MCC to site the fourth dog waste bin that RCC have purchased near the play park on Barn Owl Crescent.</i>
<b>025.5</b>	<b><u>Resolved:</u></b> <i>To instruct MCC to arrange for emergency lighting repairs and fire alarm upgrade to the community building.</i>
<b>025.6</b>	<b><u>Resolved:</u></b> <i>To suspend Standing Order 3w (that a meeting shall not exceed a period of 2 hours).</i>
<b>026</b>	<b>CORRESPONDENCE SCHEDULE</b>  Noted.



<b>MIN NO.</b> <b>2021/...</b>	<b>Business Transacted</b>
<b>027</b>	<b>COUNCILLOR VACANCY</b> Noted.
<b>028</b>	<b>NEXT MEETING</b> Next Ordinary Meeting to take place on Wednesday 11 <sup>th</sup> August 2021 at 7:15pm via videoconferencing. Items requested for the next agenda: <ol style="list-style-type: none"><li>1. To request to MCC that a round mirror be installed at the junction of Ifton Road with Caldicot Road given the safety concerns at that location.</li><li>2. To make enquiries with MCC into the two pieces of MCC land near Rogiet Primary School and potential uses for the land.</li></ol>

Meeting closed at 9:40 pm

Signed: ..... Chair/Vice Chair

Date: .....