



Minutes of the Ordinary Meeting of Rogiet Community Council held on Wednesday 13th October 2021, which commenced at 7:00pm via video conferencing.

Councillors Present (box checked):

- | | | |
|--|---|--|
| <input type="checkbox"/> Robert Stallard (Chair) | <input type="checkbox"/> Jayne Stallard | <input 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)

Public Forum

Presentation by Giles Bates of Creative Car Parking.

Mr Bates explained the nature of the car parking systems available through his company, using cameras to identify vehicles entering and

MIN NO. 2021/...	Business Transacted
065	TO RECEIVE APOLOGIES FOR ABSENCE Resolved: To receive apologies from and accepted for Cllr Bennett, Cllr R Stallard and Cllr J Stallard.
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. None
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.



MIN NO. 2021/...	Business Transacted																		
	Resolved: To exclude press and public from items 68, 73, and																		
068	<p>CHAIRMAN'S UPDATE</p> <p>Press and Public excluded for confidential updates.</p> <p>Exclusion ended.</p> <p>Chair asked Cllr Ellwood to provide an overview of the Teams meeting with Mark Hand and MCC last Friday. .</p>																		
069	<p>MINUTES</p> <p>Resolved: To adopt as a true record the minutes of:</p> <ul style="list-style-type: none">• Ordinary Meeting of 8th September 2021• Extraordinary Meeting of 22nd September 2021 Not Jill, Seb or Peter																		
070	<p>FINANCE</p> <p>Resolved: To approve the following payments:</p> <table><thead><tr><th>Payee</th><th>Detail</th><th>Amount</th></tr></thead><tbody><tr><td>Staff, HMRC, Pension</td><td>August salaries - check</td><td>£1899.46</td></tr><tr><td>Chepstow Accountancy Serviced Ltd</td><td>Payroll (September 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></tbody></table>	Payee	Detail	Amount	Staff, HMRC, Pension	August salaries - check	£1899.46	Chepstow Accountancy Serviced Ltd	Payroll (September 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
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	<div>Office Tech Suite</div> <div>Internet installation (hardware and services)</div> <div>£1009.07</div>
071	CRIME AND ANTISOCIAL BEHAVIOUR
071.1	<p>To receive the monthly police report.</p> <p>Report received.</p> <p>Cllr Haywood spoke to new sergeant, Sgt Smith-Stephens last week. He informed Cllr Haywood that they would be undertaking speed management checks in the coming weeks, and that he is keen to attend our meetings in the coming months.</p>
071.2	<p>To discuss issues of antisocial behaviour, particularly relating to illegal use of off-road bikes.</p> <p>Cllr Ellwood updated council that two bikers have now been in court on driving offences in the Rogiet area.</p>
072	PLANNING
072.1	<p>Appeal Ref: APP/E6840/A/21/3282479</p> <p>Planning Ref: DM/2021/00822</p> <p>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)</p> <p>Resolved: To reverse the council's original stance; RCC are not objecting in principle to the development, but object on basis of the concerns that were set out by MCC in their planning report.</p>
072.2	<p>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.</p> <p>Noted.</p>



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073	ROGIET HUB
073.1	<p>To receive and discuss RICS surveyor valuations for rental of nursery space and agree any action.</p> <p>Press and Public excluded for this item.</p> <p><i><u>Resolved:</u> To meet with write toⁱ Pam Curtis of Little Tigers to discuss figures.</i></p>
073.2	<p>To receive minutes of architect meeting, and any further updates.</p> <p>Clerk updated on new plans drawn up by the architects as a result of feedback at the workshop meeting.</p>
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. <p><i><u>Resolved:</u> To agree to the above recommendations and agenda necessary items for next month's meeting.</i></p>
074.2	<p>To discuss resident concerns regarding difficulty navigating the path between Grenville Terrace and Chestnut Drive.</p> <p>Barriers installed several years ago to stop anti-social off-road biking are</p>



<p>MIN NO. 2021/...</p>	<p>Business Transacted</p>
	<p>preventing pedestrians using mobility aids from using the pathway, and also pedestrians with pushchairs.</p> <p><i><u>Resolved:</u> To contact MCC making enquiries about alternative barrier such as a k-gate. Ask MCC about their policy for accessibility for those with protected characteristics.</i></p>
<p>075</p>	<p>WINDMILL POST</p> <p>To set date for Community Engagement Committee and Bethany Lodge to produce Windmill Post Christmas edition, and deadline for submissions.</p> <p><i><u>Resolved:</u> To ask Rogiet School to encourage pupils to design a front cover for the Christmas edition of the Windmill Post. Would like prize £20 voucher find appropriate spending power.</i></p> <p><i><u>Resolved:</u> For the following submissions to be provided to Bethany Lodge by 7th November 2021:</i></p> <ol style="list-style-type: none"> 1. Cllr McVicker-Orringe to write question and answers section. 2. Clerk – Introduction to edition 3. Clerk to write an article about Rogiet parkrun and Rogiet junior parkrun 4. Rogiet Community Junction - updates 5. Cllrs Dyderski, Haywood, R Stallard, J Stallard, and Bennett to write a small piece about themselves/their council interests. 6. Cllr R Stallard – Chairman’s report 7. Cllr Ellwood – to post on Facebook that advert requests should be made to the clerk. <p><i><u>Resolved:</u> To suspend standing order of 2 hour meeting restriction</i></p>
<p>076</p>	<p>WAR MEMORIAL AND REMEMBRANCE SERVICE</p>
	<p>To receive any updates and agree action on repair of the war memorial ahead of Remembrance Day.</p> <p><i><u>Resolved:</u> For Cllr Bennett to arrange the protective cover to be put in place ahead of Remembrance Day, and remove cover to complete repairs at a later date.</i></p>



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	<p>To consider and agree the preferred format of this year's Remembrance Day service at the war memorial.</p> <p><i>Resolved: To request Peter and Julie Wilson of the Royal British Legion to attend service at Rogiet War Memorial at 2pm on 14th November 2021.</i></p>
077	CLERK'S REPORTS
	To receive the clerk's report and agree any action.
077.1	<p>Budget Updates</p> <p><i>Resolved: To move incorrect excess allocation of £1153 from 'Office allowance' to 'Dog waste bin emptying'</i></p>
077.2	<p>Audit update</p> <p>Noted - Documents have been provided to Wales Audit. No further information at this time.</p>
077.3	<p>Health and Safety Updates</p> <p>Electrical fixes due on 8th November 2021 noted</p>
077.4	<p>Climate Change</p> <p>Nature Wise free training available – Noted.</p>
077.5	<p>Play park and playing fields</p> <p><i>Resolved: To instruct MCC to:</i></p> <ol style="list-style-type: none"><i>1. Provide and install two new benches on existing plinth (£1063.03)</i><i>2. Provide two Nature isn't Neat explanatory public signs (£69.48)</i><i>3. To cut and collect an area of 50% of the playing fields alternating each in October and March (£308.57)</i>
077.6	<p>Internet</p> <p>Internet installation at pavilion due on 15th October – Noted.</p>



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077.7	Policing Explanation of Operation Harley (targeting illegal and anti-social off-road biking) received from Gwent Police noted
077.8	Committees <u>Resolved:</u> For Cllrs Ellwood and Fowler to join the Finance Committee.
077.9	Highway Safety Noted that council were updated that as a result of a site meeting with an MCC Traffic Engineer, the following tasks have been deemed suitable for submission <u>for consideration</u> by MCC in 2022-2023: <ol style="list-style-type: none"> 1. That the drop kerb crossing point on Ifton Road should be moved several metres further down Ifton Road due to safety issues surrounding visibility of crossing point; 2. Additional road paint markings stating 'no entry' to Ifton Road from Crossway; 3. 'No through road' sign for Ifton Road at the south side of Crossway junction; 4. Street sign for Green Close to be replaced to a sign that includes the 'no through road' symbol; 5. Street sign for South Grove missing – needs replacing; 6. 'No entry' paint marking on South Grove to be refreshed.
078	CLERK'S CONFIDENTIAL REPORT ON STAFFING MATTERS To receive Clerk's confidential report and agree action.
078.1	<u>Resolved:</u> That, in line with the clerk's contract, the clerk has been granted permission by Council to undertake a second part time role that will not interfere with her duties as clerk to Rogiet Community Council.
078.2	<u>Resolved:</u> To set meeting times back to 6:30pm to prevent meetings too late into the night.
078.3	<u>Resolved:</u> For the clerk to organise a temporary cleaner to cover short term sick leave, for up to 3 hours per week, and up to £15 per hour and for cleaner to provide feedback on cleaning.



MIN NO. 2021/...	Business Transacted
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. <i><u>Resolved:</u> To defer this to the next ordinary meeting.</i>
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. <i><u>Resolved:</u> To move the ordinary meeting time to 6:30pm.</i> Items for the next agenda: 1. Severnside Committee update 2. Traffic measures

Meeting closed at 9:45 pm

Signed: Chair/Vice Chair

Date:

ⁱ Correction upon approval of minutes at the Ordinary Meeting of 10th November 2021