



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

**Councillors Present (box checked):**

- |  |   |   |
|--|---|---|
| <input checked="" type="checkbox"/> Robert Stallard (Chairman) | <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 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

MIN NO. 2021/...	Business Transacted
081	<b>TO RECEIVE APOLOGIES FOR ABSENCE</b> <b><u>Resolved:</u></b> To receive and accept apologies from Cllr Milmine.
082	<b>INTERESTS DECLARED</b> 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.  Cllr Bennett – Min. 2021/095.2
083	<b>EXCLUSION OF PRESS AND PUBLIC</b> 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.  None
084	<b>CHAIRMAN'S UPDATE</b>



<b>MIN NO.</b> <b>2021/...</b>	<b>Business Transacted</b>
	<p>The chairman reminded council of the upcoming Remembrance Services at the church, and at the war memorial which he would be attending, and that it would be good for other councillors to also attend.</p> <p>Cllr R Stallard also expressed how glad he was to be back to council business after a bad bout of Covid.</p>
<b>085</b>	<p><b>MINUTES</b></p> <p><b><u>Resolved:</u></b> <i>To adopt as a true record the minutes of:</i></p> <ul style="list-style-type: none"> <li>• <i>Ordinary Meeting of 13<sup>th</sup> October 2021, with the amendment of Min 2021/073.1 to reflect council decision to 'write to' rather than 'meet with'.</i></li> </ul>
<b>086</b>	<p><b>ROGIET COMMUNITY JUNCTION LEASE</b></p> <p><b><u>Resolved</u></b> <i>(unanimously):</i></p> <ol style="list-style-type: none"> <li>1. <i>That the rent per annum would be one peppercorn, if demanded.</i></li> <li>2. <i>That the lease would run for a term of 25 years.</i></li> <li>3. <i>To approve the Agreement for lease, as drafted by MCC solicitor on behalf of RCC, subject to minor corrections such as address of property.</i></li> <li>4. <i>To approve the Lease agreement as drawn up by MCC solicitor on behalf of RCC.</i></li> </ol>
<b>087</b>	<b>FINANCE</b>
<b>087.1</b>	<p><b>Correction to reported finances</b></p> <p>The clerk informed Council that salaries and related expenditure in the September meeting were incorrect and should have been recorded as £1715.63.</p> <p>Noted.</p>
<b>087.2</b>	<p><b>Salaries</b></p> <p>Council informed of the increase of one spinal point in clerk's salary, as per employment contract, following the completion of the Certificate in Local Council Administration (CiLCA) qualification.</p> <p><b>Noted.</b> Council congratulated the clerk on her accomplishment.</p>
<b>87.3</b>	<b>Payments</b>



MIN NO. 2021/...	Business Transacted		
87.4	Resolved: To approve the following payments:		
	Payee	Detail	Amount
	Staff, HMRC, Pension	October 2021 (including approved overtime Sept-Oct)	£1954.27
	C. Baker (Clerk)	July-Sept Office/room allowance	£239.00
	Chepstow Accountancy Serviced Ltd	Payroll (October 2021)	£30.00
	Monmouthshire County Council	Grass cutting 2021-2022 (incl. VAT)	£3665.76
	Quotes		
	Resolved: To approve all of the following quotes:		
	Supplier	Detail	Amount
	Ware Electrics	To install double plug socket in the 'admin room', via the attic.	£300.00 A second double socket needed – approve up to £600
	Circuit Compliance (through MCC)	Supply and install RCD protection to outside lighting C3.	£150.00 (inc. VAT)
	Monmouthshire County Council	Production of a map showing land for lease for RCJ in a format acceptable for the lease and HM Land and Registry purposes.	£50.00
87.5	Purchases		
Resolved: To purchase a replacement padlock and 8 keys for the gate at the pavilion due to existing lock becoming unusable, up to a maximum spend of £100.			



<b>MIN NO.</b> <b>2021/...</b>	<b>Business Transacted</b>
<b>088</b>	<b>CRIME AND ANTISOCIAL BEHAVIOUR</b>  Police monthly report received, including data from speed surveillance session.  Councillors noted that Longfellow Road is listed on the Rogiet reports, when it is in fact in Caldicot.  Councillors reported that there are still issues with off-road bikes several times a day, riders often not wearing helmets.  <b><u>Resolved:</u></b> For Cllr Wilson to contact the Magor and Undy Speeding group to discuss Rogiet residents joining the group.  <b><u>Resolved:</u></b> To approach the police/highways department of MCC about traffic surveying lines and whether this can help us to obtain an accurate survey (as police van speed surveillance always provides an inaccurate picture due to the visibility of the van).
<b>089</b>  <b>089.1</b>	<b>PLANNING</b>  <b>MCC car park (south of STJ)</b>  To discuss the planning approval of the MCC car park on the south side of the Severn Tunnel Junction station, and agree any action.  Cllr Dyderski entered meeting 7:20pm  <b><u>Resolved:</u></b> To write a Facebook post alerting the community to the challenge by RCC to MCC. Individual councillors will share the post. Cllr McVicker-Orringe to lead on writing the challenge decision letter, with particular reference to the <b>extremely swift timescale</b> between approval and commencement of work on site.



<b>MIN NO.</b> <b>2021/...</b>	<b>Business Transacted</b>
<b>089.2</b>	<p><b>RCC bus shelter</b></p> <p>MCC Planning Department advised the clerk that a request to remove or re-site should be addressed to the MCC Public Transport Team. Clerk pursuing this.</p> <p>Noted.</p>
<b>090</b>	<b>COUNCILLOR REPORTS</b>
<b>090.1</b>	<p><b>Cllr Ellwood: Footpath between Chestnut Drive and Granville Terrace</b></p> <p>Awaiting a site meeting with an MCC officer. This was unfortunately delayed due to unforeseen circumstances. A few residents who are having trouble navigating the barriers at both ends of the lane have agreed to attend meeting.</p>
<b>090.2</b>	<p><b>Cllr McVicker-Orringe: On-street parking</b></p> <p>Cllr McVicker-Orringe has been research parking permits in other communities. In particular he has found an example of Tintagel, Cornwall where resident parking permits are administered by the parish council. He will research this further and report back to Council.</p> <p>Cllr McVicker-Orringe proposed that the meeting be extended by 30 minutes to complete the agenda. All agreed.</p> <p><b><u>Resolved:</u></b> <i>To suspend Standing Order 3w (that a meeting shall not exceed 2 hours).</i></p>
<b>091</b>	<b>COMMUNITY ISSUES</b>
<b>091.1</b>	<p><b>Garden waste collections</b></p> <p>Repeated missed garden waste collections and problems associated with this (such as restricted accessibility on pavement), and agree any action.</p> <p>Already being followed up by the Clerk and Cllr McVicker-Orringe.</p>
<b>091.2</b>	<p><b>Litter</b></p> <p>To identify litter 'hotspots' and suggested route for RCC Litter Picker.</p> <p><b><u>Resolved:</u></b> <i>For councillors to identify litter hotspots and feedback to the clerk over coming days.</i></p>



<b>MIN NO.</b> <b>2021/...</b>	<b>Business Transacted</b>															
<b>092</b>	<b>WAR MEMORIAL AND REMEMBRANCE SERVICE</b>															
<b>092.1</b>	<b>St Mary's Church Remembrance Service</b> Sunday 14 <sup>th</sup> November 2021 at 10:45am - <b>Noted.</b>															
<b>092.2</b>	<b>Remembrance service at the War Memorial</b> To be held at 2pm on Sunday 14 <sup>th</sup> November 2021 - <b>Noted.</b>  All councillors asked Cllr Bennett to pass their thanks to Ben for the wonderful job of creating and fitting a protective cover on the war memorial. Thanks also to Cllr Fowler for re-fixing the mosaic tiles on the war memorial.  Cllrs McVicker-Orringe, Bennett and Ellwood gave apologies for the service, which they would not be able to attend this year.															
<b>093</b>	<b>CLERK'S REPORTS</b>															
<b>093.1</b>	<b>2021-2022 Budget</b> Increase in dog waste collection cost from £141.33 budgeted at start of year, to £381.33 per month now due to installation of additional bins and weekly collection frequency - <b>Noted.</b>															
<b>093.2</b>	<b>6 month finances</b> Bank balance £78,379.03, with the following large payments still to be made: <table><tr><th>Provider</th><th>Description</th><th>Cost</th><th>Date of work</th><th>Notes</th></tr><tr><td>Monmouthshire County Council</td><td>Play park equipment installation</td><td>~£9,000</td><td>April 2021.</td><td>Invoice not yet received.</td></tr><tr><td>Monmouthshire County Council</td><td>Various pavilion electrical inspections/maintenance</td><td>~£2,000</td><td>2021</td><td>Invoice not yet received.</td></tr></table>	Provider	Description	Cost	Date of work	Notes	Monmouthshire County Council	Play park equipment installation	~£9,000	April 2021.	Invoice not yet received.	Monmouthshire County Council	Various pavilion electrical inspections/maintenance	~£2,000	2021	Invoice not yet received.
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MIN NO. 2021/...	Business Transacted				
	Kompan	Play park equipment – purchase and installation	~£25,000	Due 2021	Installation not yet carried out.
93.3	<p><b>Noted.</b></p> <p><b>Billing</b></p> <p><b>Resolved:</b> To move to monthly billing for all bookings of the sports pavilion and outdoor facilities.</p>				
93.4	<p><b>Petty cash</b></p> <p><b>Resolved:</b> To write-off the £25 petty cash held by the former RFO as it is materially insignificant and unreasonable to pursue after such a great length of time. Clerk to maintain £100 petty cash in case of credit card issues or purchases where a card cannot be used.</p>				
093.5	<p><b>Car park</b></p> <p>£4535.06 car park revenue received from MCC. PayByPhone to be installed in addition to pay at machine facility.</p> <p><b>Resolved:</b> To respond to MCC that RCC are happy with PayByPhone installation at the car park, and to request the management account for the period this latest payment relates to.</p>				
094	<p><b>ROGIET COMMUNITY HUB</b></p> <p><b>Resolved:</b> With regards to the covenant on the pavilion land, to apply to MCC for a waiver for the category of commercial childcare provision, which is much needed in the village.</p>				
095	<p><b>CORRESPONDENCE</b></p>				
095.1	<p><b>The Queen's Green Canopy – community planting 11th March 2021</b></p> <p><b>Resolved:</b> To form a working group to coordinate community planting for 11<sup>th</sup> March 2022. Cllrs R Stallard and Ellwood to lead on working group and to invite</p>				



<b>MIN NO.</b> <b>2021/...</b>	<b>Business Transacted</b>
<b>095.2</b>	<p><i>the Rogiet Wildlife Friendly Village, and members of public to be involved in the working group.</i></p> <p><b>Friends of the Earth – Request to support call for Torfaen Local Authority Pension Fund (our pension provider) to cease investing in fossil fuels</b></p> <p>Chairman asked clerk to clarify whether this was a decision for the clerk as the employee affected, or for the council. The clerk informed council that this was a council decision to make, and would be entirely in keeping with its declaration of a climate emergency.</p> <p><b>Cllr Bennett declared an interest in this item as a holder of a pension with this provider.</b></p> <p><b><u>Resolved:</u></b> <i>That RCC will support the call for Torfaen Local Authority Pension Fund to cease investing in fossil fuels.</i></p>
<b>096</b>	<b>NEXT MEETING</b>
<b>096.1</b>	<p><b>Precept workshop</b></p> <p>To be held on Wednesday 24<sup>th</sup> November 2021 at 6:30pm - <b>Noted.</b></p>
<b>096.2</b>	<p><b>Next Ordinary Meeting</b></p> <p>To be held on Wednesday 8<sup>th</sup> December 2021 at 6:30pm via Zoom video conferencing - <b>Noted.</b></p>

**Meeting closed at 9:00 pm**

Signed: ..... Chair/Vice Chair

Date: .....