



25<sup>th</sup> May 2022

Notes from the Ordinary Meeting of Rogiet Community Council held on  
Wednesday 18<sup>th</sup> May 2022 at 7:00pm at the Pavilion.

<p><b>01</b></p>	<p><b>ATTENDANCE &amp; APOLOGIES FOR ABSENCE</b></p> <p><b>Attendance</b></p> <p><b><u>Councillors present:</u></b></p> <p>Cllr Phil Ellwood (Chair), Cllr Anna Wilson (Vice Chair), Cllr Janet Fowler, Cllr Paul Cromwell</p> <p>County Councillor Strong</p> <p>Notes taken by Cllr Anna Wilson</p> <p>No clerk present</p> <p><b>Absence</b></p> <p>To receive, and consider for approval, apologies for absence and reason given.</p> <p><b>Resolved:</b> <i>to accept Cllr Stallard's absence</i></p> <p><i>Cllr Ellwood proposed to restructure the agenda with additional points which we felt were missing: Finance, Planning, Co-option</i></p>
<p><b>02</b></p>	<p><b>INTERESTS DECLARED</b></p> <p>To receive declarations of interest in any items listed in this agenda. Interests may also be declared at any point in the meeting if the need arises.</p> <p><i>Cllr Fowler – Jubilee Competition funding approval of £100</i></p>
	<p><b>EXCLUSION OF PRESS AND PUBLIC</b></p> <p>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.</p>
<p><b>03</b></p>	<p><b>MINUTES</b></p> <p>- 26<sup>th</sup> March 2022 *</p> <p><i>Not Ordinary Meeting just council discussion regarding Clerk's resignation.</i></p> <p><b>Resolved:</b> <i>Minutes approved and agreed to store whole version within council and publish redacted version on website (Cllr Ellwood to submit redacted version)</i></p>



## Cyngor Cymuned Rogiet Community Council

	<p>- 13<sup>th</sup> April 2022 *</p> <p><i>Ordinary Meeting with no clerk present. Cllr Dyderski and Cllr Ellwood took notes and agreed by all council</i></p> <p><b><i>Resolved: Minutes approved</i></b></p> <p>- 27<sup>th</sup> April 2022 *</p> <p><i>Emergency Meeting with no clerk present. Cllr Bennett and Cllr Ellwood took notes and agreed by all council</i></p> <p><b><i>Resolved: Minutes approved</i></b></p> <p>- 11<sup>th</sup> May 2022 – To Follow</p> <p><i>Annual General Meeting</i></p> <p><b><i>Resolved: Approved minutes only for payments discussed – Approval of full minutes to be completed in AGM May 2023.</i></b></p>
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<b>04</b>	<b>FINANCE</b>		
<p><b><u>Resolved:</u></b> <i>Agreed list of outstanding payments previously approved to be actioned by Cllr Wilson (for completeness due to clerk not having bank access yet):</i></p>			
	<b>Supplier</b>	<b>Detail</b>	<b>Amount</b>
	Dave Dickinson & Associates Invoice 15942	Claim for mechanical and electrical consultancy duties associated with Hub Pre Plan	£2880.00
	Gallagher Insurance Brokers	Insurance renewal Quote 502226456	£1630.57
	Merlin Waste – Invoice 1102	Dog Waste bin emptying May x 5 wks	£624 (5 wk mth)
	Anna Wilson	Reimbursement of Indeed invoice 61185473	£39.59
	Chepstow Accountancy Services Invoice 15942	Additional year end work - P60's / Councillor's remuneration	£75
<p><b><u>Resolved:</u></b> <i>To approve the following payments:</i></p>			
	<b>Supplier</b>	<b>Detail</b>	<b>Amount</b>
	Rogiet Church Hall	Hub meeting with café/MCC/RCC/Mistral	£12
	Rob Stallard	Contribution to Jubilee expenses incurred	£200
	RCJ	Jubilee celebrations – contribution to pay for cakes and drinks	£900
	Salaries (estimate)	To include temporary clerk salary and mileage allowance	£4000
	Chepstow Accountancy Services	Provision for May monthly invoice expected	£40
<p><i>Council approval of payments – see Update on signatories below</i></p>			



	<p><i>Agreed for clerk to authorise MCC to complete ground work with grass cutting and planting per email sent in December due to delay in response.</i></p> <p><i>£3131.17 excl VAT to be paid in October – funding agreed in precept.</i></p>
<b>05</b>	<p><b>UPDATE ON BANK SIGNATORIES</b></p> <p>Still awaiting Cllr Ellwood and Cllr Stallard to receive cheque authorisation initially prior to online approvals – 18 working days to implement, requested on May 5<sup>th</sup>.</p> <p>Approve an email to be collated for above payments and sent to council for authorisation for Sebastian McVicker-Orringe to be second approver as no other approvers available yet and the bank has confirmed he still has access.</p>
<b>06</b>	<p><b>PLANNING</b></p> <p><b>Application no.</b> DM/2021/01695 - Traveller Pitch Reconsultation</p> <p><b>Location:</b> Land Adjacent 1 Rogiet Pool Minnett's Lane Rogiet Monmouthshire</p> <p><b>Description of Proposal:</b> Creation of one traveller pitch incorporating a static caravan, touring caravan, conversion of existing stable block to a day/utility room.</p> <p>Amendment appears to be: 1/ removal of smaller stable block for a horse plus the muck heap implying no animals. 2/ Reshaping site entrance to provide better sight lines and set back further from the road.</p> <p><b><u>Resolved:</u></b> <i>Approved Cllr Ellwood to reply to MCC planning – initial objection still stands.</i></p>
<b>07</b>	<p><b>CO-OPTION</b></p> <p>Council discussed the progress of the Co-option process for two new councillors.</p> <p>We are still within the two week period for the advertisement which ends Sunday 29<sup>th</sup> May. Council intend to agree on the two new councillors in the next Ordinary Meeting on Wed June 8<sup>th</sup>.</p>
<b>08</b>	<p><b>BOUNDARY CHANGE *</b></p> <p><b><u>Action:</u></b> <i>Defer to next Ordinary Meeting</i></p>



<b>09</b>	<b>JUBILEE EVENT</b> <ul style="list-style-type: none"><li>- Costs incurred for Leaflets</li><li>- Request from Community Café *</li></ul> <p><b><u>Resolved:</u></b> <i>Considering budget was originally set at £1000</i></p> <p><i>Approved £900 for RCJ for cakes and drinks; £200 contribution to Cllr Stallard's expenses incurred for Jubilee items.</i></p> <p><i>Defer agreement on £100 for cash prizes until see if anyone enters the competition.</i></p> <p><i>Approve total potential Jubilee expenditure of £1200 – an increase of £200 over the £1000 originally approved.</i></p>
<b>10</b>	<b>UPDATE ON COMMUNITY HUB</b> <p><b><u>Action:</u></b> <i>Defer to next Ordinary Meeting</i></p>
<b>11</b>	<b>CAR PARK SIGNS</b> <p><b><u>Action:</u></b> <i>Defer to next Ordinary Meeting</i></p>
<b>12</b>	<b>APPOINTMENT OF CLERK</b> <p>Council agree to interview Adrian Isaacs - date to be agreed. Interviewers will be Cllrs Ellwood, Wilson and Stallard for consistency as they interviewed other candidates. Ex Cllr Dyderski no longer a councillor so unable to interview.</p> <p>Cllr Ellwood to email local clerks (retired and acting)</p> <p>Consider option of employing clerk on less hours plus an administration assistant</p> <p>Cllr Ellwood to contact OVW to send out advert</p>
<b>13</b>	<b>AOB</b> <p>1/ Cllr Cromwell requested discussion on Rogiet Jubilee Beacon first aid requirement. Fire Service and Police happy with arrangements but a first aider is required.</p> <p>2/ RCJ grant request towards £10k funding. Email discussed however Council are not in a position to fund any projects at this present time due to current commitments.</p>
<b>14</b>	Reference to Standing Order 3.w. we resolved to extend the meeting by 30 mins
<b>15</b>	Meeting finished at 21:50



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<b>16</b>	<b>Date of Next Meeting - 8th June 2022</b>
<b>17</b>	<b>*Denotes document attached</b>