



Cyngor Cymuned Rogiet Community Council

Minutes

Minutes of the Ordinary Meeting of Rogiet Community Council held on
Wednesday 9th October 2024 at 6:30pm at the Pavilion and by Zoom

Ordinary Meeting

	Open Forum None.
01	ATTENDANCE & APOLOGIES FOR ABSENCE Cllrs Ellwood (Chair), Cawley, Trow and Cromwell. County Councillor Strong. Clerk/RFO – Alice Vaughan. Cllr Winskill joined 6:40 pm. Cllr Wilson joined 7:00pm.
02	INTERESTS DECLARED None.
	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. None.
03	Minutes of Meetings of Council: Ordinary Meeting of 11th September 2024 Resolved: Minutes approved with various amendments requested by Cllr Ellwood.
04	Monthly Police Report September 2024 Noted.
05	County Councillor Report SEPTEMBER-OCTOBER 2024 CASEWORK Recent casework on behalf of Rogiet residents has included the following issues -the condition of play areas. -tree growth.



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REPLACEMENT LOCAL DEVELOPMENT PLAN

This will go full council for approval on 24 October. I have attended three seminars for councillors. These have gone into different aspects of the plan in some detail. There are no plans for major housing developments in Rogiet and the plan includes a commitment to protect the “green wedges” between Caldicot and Rogiet, Rogiet and Llanfihangel and Llanfihangel and Undy. Enhanced protection for the Gwent Levels means that MCC is unlikely to give planning consent for solar farms on the Levels. MCC accepts that the proposed large housing development to the east of Caldicot enhances the case for a link road from the B4245 to the M48. There will be a six-week period of consultation on the plan from 4th November to 16th December. All the documents will be available for inspection in Caldicot library and on the MCC website. There will also be “drop-in” sessions in Caldicot and Magor/Undy (dates and locations to be announced).

HOME SCHOOL TRANSPORT

Following consultation, MCC Cabinet approved proposals to restrict limits for free school transport to over 3 miles for secondary pupils and to over 2 miles for primary pupils, coming into force in September 2025. This brings Monmouthshire in line with statutory requirements and with the policy of the great majority of Welsh councils. It was made necessary by the greatly increasing cost of this service. The main impact in Rogiet will be for children living west of Station Road who attend Caldicot School.

The use of service buses used by Rogiet children to get to school was discussed at Severnside Area Forum. I also raised the issue directly with MCC. Overcrowding on the X74 is being investigated as a high priority. The need to adjust the 75 bus timetable to make it more convenient for pupils attending Caldicot School has been pressed forcefully and is being raised with Newport Bus.

ACTIVE TRAVEL

Detailed planning and legal work for the Undy to Rogiet “shared path” continues. I attended the consultation session for the Woodstock Way Caldicot Active travel scheme. This particularly affects parents with children at Caldicot School. I made the point that the narrowing of Woodstock Way was likely to cause congestion and that the main requirement was for a zebra crossing on Woodstock Way. Including this as a part of an Active Travel scheme could lead to a much longer delay in implementing this.

QUARRY

I continue to monitor the drainage situation on the private road from Ifton Quarry to the B4245. While this flooded during a recent spell of heavy rainfall, it did not flood the B4245 and drained within a couple of days.

REPRESENTING MCC

As Vice-Chair of Monmouthshire County Council, I was privileged to represent the council at a number of events, including the visit of the Duke of Edinburgh to Monmouth. In the absence of the Chair, I chaired the full MCC September meeting.

Peter Strong

3rd October 2024

County Councillor Report



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06	<p>FINANCE</p> <p>Bank Reconciliation of the Council’s Bank Accounts July 2024-September 2024 (Rialtas Report) – Noted and adopted.</p> <p>VAT reclaimed form up to 30th September 2024 (Rialtas) £752.76 – Noted.</p> <p>Detailed Receipts and Payments up to 30th September 2024 (Rialtas Report) – Noted and adopted.</p> <p>Resolved: To approve the following payments:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 30%;">Company</th> <th style="width: 40%;">Service</th> <th style="width: 30%;">Amount</th> </tr> </thead> <tbody> <tr> <td>Merlin Environmental</td> <td>INV 1865 October 2024</td> <td style="text-align: right;">£345.60</td> </tr> <tr> <td>Office Tech Solutions</td> <td>INV 63677 October 2024</td> <td style="text-align: right;">£66.00</td> </tr> <tr> <td>PW Heating and Plumbing Engineers Ltd</td> <td>Invoice 3799 (Legionella Work)</td> <td style="text-align: right;">£918.00</td> </tr> <tr> <td>Rogiet Church Hall</td> <td>Councillor Surgery 7th October 2024</td> <td style="text-align: right;">£28.00</td> </tr> <tr> <td>Chepstow Accountancy</td> <td>Processing October Payroll</td> <td style="text-align: right;">£30.00</td> </tr> <tr> <td>Payroll/HMRC/Pensions</td> <td>October 2024</td> <td style="text-align: right;">Estimate £2800</td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Company	Service	Amount	Merlin Environmental	INV 1865 October 2024	£345.60	Office Tech Solutions	INV 63677 October 2024	£66.00	PW Heating and Plumbing Engineers Ltd	Invoice 3799 (Legionella Work)	£918.00	Rogiet Church Hall	Councillor Surgery 7 th October 2024	£28.00	Chepstow Accountancy	Processing October Payroll	£30.00	Payroll/HMRC/Pensions	October 2024	Estimate £2800			
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07	<p>FINANCE – Barclaycard – To approve payments:</p> <p>Statements dated September: Approved.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 30%;">Company</th> <th style="width: 40%;">Service</th> <th style="width: 30%;">Amount</th> </tr> </thead> <tbody> <tr> <td>September 2024</td> <td>Ink</td> <td style="text-align: right;">£11.99</td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Company	Service	Amount	September 2024	Ink	£11.99																		
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08	<p>Planning Application - DM/2024/01158</p> <p>Proposed first floor rear extension. Location: 40 Crossway Rogiet Monmouthshire NP26 3SJ</p> <p>Resolved: No objections.</p>																								



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09 Pavilion

09.1 Proposed Reconfiguration of Pavilion

Costs have been received for planning permission submission:

Architects (Mistrals) £2750.00 + VAT.

MCC application fee £230.00 (no VAT).

Also Estimates received for specialist's fees:

Preliminary Ecological Appraisal: £1000 + VAT

Drainage Engineer (worst case-scenario?): £4,500 + VAT, comprising

- Pre-Application Discussions/Outline SuDS Strategy - £1550
- Site visit - Soakaway test supervision (day rate – assume one day required) - £400
- Soakaway test analysis - £350
- Full SuDS Application/Detailed Drainage Design - £2200

Total estimated costs for the whole planning application process: £8,480 + VAT.

Council then discussed the need to have an estimated build cost figure for the refurbishment of the Pavilion from Mistral Architects before giving approval to go ahead with the costs of the planning application. Cllr Ellwood agreed to contact Mistral and request estimated build costs.

To be discussed again at next meeting of council.

09.2 Any other related items

Café Lease

RCJ has confirmed that they have signed their part of the lease with their solicitors.

Proposed: Council to approve and to sign RCC part of lease agreement.

Resolved: Lease to be signed by two councillors and witnessed by Clerk. (Financial Regulations 13.3). Cllr Ellwood, Cllr Cawley and Clerk duly signed the documents during the meeting.

Action: Cllr Ellwood to send the documents to our solicitor.

Café Build

Council has approved that RCJ can change padlock to combination lock for the convenience of their builders and code to be given to clerk in sealed envelope.

Council agreed that builder can use RCC's Wi-Fi for their own CCTV as currently our CCTV does not cover that area.

RCC insists that no equipment should come onto site until the completed lease is in place.

Drain cleaning at Pavilion

Clerk has obtained 3 quotes for the works.

Approved: To instruct Flow Sure Drains to do work at the cost of £160 (no VAT) – insurance certificate to be received before work starts.

Legionella work: ongoing.



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10	Councillors Surgery – Monday 4th November 2024, 6:00pm-8:00pm at Rogiet Pavilion Cllr Cawley, Wilson, Winskill, Cromwell and Cllr Councillor Strong to be in attendance.
11	Car park profit share Council discussed the Profit Share that they have received for 2023/24. On the income side it was noted that we had budgeted to receive a higher amount, but now agree this is more likely to be the new normal after Covid. On the expenditure side it was noted that some items had increased, and some had decreased. An area of concern was a large expenditure for IT Software, for which we have doubts that it should have been charged to us through the profit share calculation. We had a similar issue last year and we challenged it successfully. <u>Proposed:</u> to challenge the IT Software figure again with MCC. <u>Action:</u> Cllr Ellwood to write to MCC.
12	Give Dog Fouling the Red Card 12 PSPO signs to be ordered – 4 for football field, 1 for MUGA, 5 for play areas, and 2 for the school entrances. Also, 10 small lamp-post signs to be ordered – “Bag it, Bin it”.
13	CCTV – Update CCTV installation date for the new camera has been postponed to 23 October 2024. Also, it was noted that we might need to purchase more storage for data to be stored for 30 days.
14	Dugouts – Update Rebuild is in the process of being completed (approved at last OM). New signs (to replace stolen signs) will be fitted by Cllr Ellwood and put on the fencing surrounding the dug outs as a temporary measure and then refitted to dugouts after completion.
15	Remembrance Sunday/ Plaque for War memorial – Update 10 th November 2024 at 2pm confirmed time for Service. Cllr Trow to do Facebook post/ advertisement of service. Cllr Cawley to arrange and meet the builders for a cost for a plaque for the war memorial. Cllr Ellwood to take care of the re-planting the troughs, and cleaning the memorial.
16	Buses – X74 and 75 Cllr Councillor Strong has raised the issues with MCC and it was discussed at the last Severnside Forum. Cllr Wilson has emailed MCC about the need to have the No. 75 bus timetable amended to accommodate the children travelling to Caldicot Comprehensive.



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17	Planters Deferred to next OM.
18	Windmill Post Cllr Ellwood had circulated a work schedule plan by email prior to the meeting. Plan approved by council. <u>Approved:</u> the plan for the schedule of works. Working Group to be formed: Cllrs Ellwood, Wilson, and Winskill, plus resident JF. First WG meeting set up for Thursday 17th October at 6:30pm. Results of the WG activity will be brought back to council at next OM for approval.
19	Christmas 2024 Awaiting quote for 1 Christmas Tree. Christmas lights for this tree on the main road is in the 3 rd and final year of contract. No tree to be put at the Pavilion due to the Community Café build starting soon.
20	Five Year Working Plan Working Group document taken as read and recommendations accepted. Proposed update of Development Plan (Version 2024-2029) accepted. Visual Gantt Chart to be created by Clerk in January / February 2025.
	Meeting ended 8:33pm
21	NEXT MEETING(S) 17 th October 2024 – Windmill Post Working Group - Zoom only – 6:30pm 23 rd October 2024 – Finance Meeting – Zoom Only – 7:00pm 13 th November 2024 – Ordinary Meeting – Pavilion and Zoom – 6:30pm Finance/Precept meeting – to be confirmed November 2024 11 th December 2024 – Ordinary Meeting – Pavilion and Zoom – 6:30pm