



Cyngor Cymuned Rogiet Community Council

Minutes

Minutes of the Ordinary Meeting of Rogiet Community Council held on
Wednesday 11th September 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. Clerk/RFO – Alice Vaughan. Cllr Wilson and Winskill joined 6:40 pm. County Councillor Strong– apologies accepted.
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 10th July 2024 Resolved: Minutes approved.
04	Monthly Police Report June and August 2024 Noted.
05	County Councillor Report AUGUST-SEPTEMBER 2024 Recent casework on behalf of Rogiet residents has included the following issues -housing maintenance -a broken water main near Ifton filling station. -the condition of road surfaces. -pavements blocked by hedges and street furniture. -tree growth. I attended surgeries with members of Rogiet Community Council to listen to



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concerns from residents.

75 BUS

I have spoken to MCC about the possibility of adjusting the 75 bus timetable to make it more convenient for pupils attending Caldicot School. This is being looked into but decisions rest with Newport Bus, not MCC. I have placed bus timetables (75 and 74X) in Rogiet bus shelters. If you use one of these services, you will find the Newport Bus app extremely useful. It shows exactly where each bus is at any given time.

B4245/M48 LINK ROAD

Ken Skates, the Minister for Transport in the Welsh Government, was due to visit Rogiet in June to view the road situation around Severn Tunnel Junction. The visit was cancelled due to the election but is being rearranged. He has now met with MCC Cabinet member Paul Griffiths, who again put forward the case for the link road. At present the Welsh Government is still not approving the scheme. We will continue to press.

CALDICOT POST OFFICE

The opening of the new post office in Caldicot town centre has been delayed, but it is now due to open on 14th October.

COFFEE WAGON AT SEVERN TUNNEL JUNCTION

An application has been made for a street trader's license in relation to a coffee wagon at Severn Tunnel Junction. I was please to support this.

COMMUNITY EVENTS

I attended a number of community events, including the 'Play and Stay' scheme at the Pavilion, Rogiet Parkrun (marshalling, not running!) and Rogiet Community Junction 'Fun Day'.

Pete Strong

7th September 2024



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06	FINANCE Resolved: To approve the following payments:	
	<u>Already Paid in August 2024</u>	
	Merlin Environmental	INV 1815 August 2024
		£345.60
	Office Tech Solutions	INV 6122 August 2024
		£66.00
	Rogiet Church Hall	Council Surgery 01.08.24 x 2 hours
		£28.00
	Mistral Architects	Submission of Pre Planning
		£600.00
	Tower Leasing	INV 485184 Quarterly invoice and insurance - direct debit
		£1062.95
	To be paid in September	
	Company	Service
		Amount
	Merlin Environmental	INV 1840 September 2024
		£432.00
	Office Tech Solutions	INV 6268 September 2024
		£66.00
	Mon Life Play	Stay and Play sessions August 24
		£837.00
	Vision ICT	Website hosting and support Oct 24 – September 25
		£161.26
	Chepstow Accountancy	Processing September Payroll
		£30.00
	Payroll/HMRC/Pensions	September 2024
		Estimate £2800



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07	<p>FINANCE – Barclaycard – To approve payments:</p> <p>Statements dated August 2024: Approved.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Company</th> <th style="text-align: center;">Service</th> <th style="text-align: center;">Amount</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">August 2024</td> <td>Tennis handles, stationary, Legionella training X 3, Toilet rolls, CCTV and no climb signs, Ink, Ribbon Dugouts</td> <td style="text-align: center;">£298.85</td> </tr> </tbody> </table>	Company	Service	Amount	August 2024	Tennis handles, stationary, Legionella training X 3, Toilet rolls, CCTV and no climb signs, Ink, Ribbon Dugouts	£298.85
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08	<p>Co-option</p> <p>Approved: Co-option of Robin Castree, who was the sole applicant.</p> <p>Robin Castree to sign his acceptance of Office Declaration before the next Ordinary Meeting.</p>						
09	<p>Pavilion</p> <p>09.1 Proposed Reconfiguration of Pavilion</p> <p>Preplanning was submitted by Mistral Architects – feedback positive.</p> <p>Awaiting Mistral’s Fee Proposal for a full planning application. At next OM council will have to decide whether to proceed.</p> <p>09.2 Any other related items</p> <p>Work from Legionella Risk Assessment has been started and completed (High Priority job). Clerk to book in the rest of the work that is needed.</p>						
10	<p>Planning application DM/2024/00887</p> <p>Retrospective application for the erection of agricultural building for livestock housing at Storefield Farm, Undy Road, Magor.</p> <p>Cllr Cawley declared a personal interest.</p> <p>No objections / no comment from Council.</p>						
11	<p>Banking</p> <p>Due to JF no longer being on the council, Cllr Cawley has been appointed as the Independent Member for banking.</p>						
12	<p>Councillors Surgery –Monday 7th October 2024 9:00am-11:00am at Rogiet Church Hall</p> <p>Cllr Ellwood, Cromwell and Clerk to be in attendance.</p>						



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13	Annual Report 2023-2024 - update Approved and Adopted - will be published on website.
14	CCTV Two quotes had been received from Griffiths Security & Smart Technology Ltd for an additional camera, to face the war memorial. One quote was for camera only; and one for camera plus an (optional) extendable mounting bracket. Cllr Ellwood had done sight line checks and determined that the extendable bracket should not be needed. Approved: the quote for camera only, at £329.00 + VAT. Cllr Ellwood agreed the following actions: <ul style="list-style-type: none">• Instruct Griffiths Security to install the camera only ASAP.• Speak to the owners of the two houses adjacent to the site entrance from Westway.
15	Ifton Lane Clerk to make enquiries with Twomlow solicitors to get a copy of the deeds with title plan.
16	Rear Access to 17 Woodland View, Rogiet, NP26 3SY Request from MHA to tarmac the short access track on Ifton Lane - no objections.
17	Rogiet Community Café Cllr Ellwood reported that RCJ's planning discharges had been delayed slightly owing to comments raised by MCC Highways concerning tight access to the two grasscrete parking spaces. RCC/RCJ had agreed ex-meeting to solve the issue by committing to removing the metal gate and its posts permanently; together with a minor widening of the access road from Westway, opposite the entrance to the parking spaces. Work to be done at RCJ's cost. RCJ had submitted a modified site plan. MCC Highways were happy with these changes. Final planning discharge approval awaited. Update noted.
18	Zip Wire Received: two quotes for tensioning and inspection of the zip wire – MCC and Kompan. Approved: to appoint MCC – at £595.00 + VAT (this would include parts). Inspections over the year to be arranged.
19	Dugouts Insurance claim paid out £730 (less excess of £250) - £480 total. Council approved Quote 1 (like for like) from A & S Bricklayers for £730 plus £250 for the safety fence. The safety fence is to protect the repaired dugout from disturbance while the mortar is curing. 'No climbing' signs to be applied to the fence, and site photographed.



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20	<p>Defibrillator</p> <p>It was agreed to accept ex-ClIr JF's kind offer to keep doing the checks on the Defibrillator at the Church Hall, and to update The Circuit when needed. JF to inform clerk if anything needs doing or ordering.</p>
21	<p>Financial Regulations</p> <p>Approved and adopted updated version - to be published on website.</p>
22	<p>Fire Safety Policy</p> <p>Approved and adopted. To be published on website.</p>
	<p>With reference to Standing Order 3.v, council resolved to extend the meeting by 30 minutes</p>
23	<p>Remembrance Sunday/ Plaque for War memorial</p> <p>10th November 2024 at 2pm confirmed time for Service.</p> <p>Clerk to contact RBL and Rev to conduct service.</p> <p>Clerk to order x3 wreaths from RBL.</p> <p>Plaque for War Memorial – ClIr Cawley to get a quote from the builders who did the Magor and Undy Memorial ready for the budgeting/precept for 2025/26. Plaque to be put on agenda next year, to be installed before Remembrance Sunday 2025.</p>
24	<p>Planters</p> <p>Bulbs for planters to be purchased – to be approved in next OM.</p>
25	<p>Rogiet Hotel</p> <p>County Councillor Strong has been looking into the Rogiet Hotel. RCC discussed the unsightly building and grounds.</p>
26	<p>Christmas 2024</p> <p>One tree approved for the main road in Rogiet – lights are in the last year of contract.</p> <p>Tree by Pavilion not to be ordered at the moment due to the build of Café – if closer to the time a tree is needed one more can be purchased.</p>
27	<p>Five Year Working Plan</p> <p>Working group has been set up for 25th September 2024 – zoom only - 7:00pm</p>



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28	NEXT MEETING(S) 25 th September 2024 – Working Group Five Year Plan – Zoom only 7:00pm 9 th October 2024 – Ordinary Meeting – Pavilion and Zoom – 6:30pm 23 rd October 2024 – Finance Meeting – Zoom only 7:00pm 13 th November 2024 – Ordinary Meeting – Pavilion and Zoom – 6:30pm 11 th December 2024 – Ordinary Meeting – Pavilion and Zoom – 6:30pm
	Meeting ended 9:00pm