



## Cyngor Cymuned Rogiet Community Council

### Minutes

**Minutes of the Ordinary Meeting of Rogiet Community Council held on  
Wednesday 8<sup>th</sup> January 2025 at 7:00pm by Zoom only (due to weather conditions)**

#### Ordinary Meeting

	<b>Open Forum</b> None.
<b>01</b>	<b>ATTENDANCE &amp; APOLOGIES FOR ABSENCE</b> Cllrs Ellwood (Chair), Trow, Winskill, Wilson and Castree. Clerk/RFO – Alice Vaughan. Apologies accepted – Cllr Cawley and County Councillor Strong. Apologies received post meeting – Cllr Cromwell.
<b>02</b>	<b>INTERESTS DECLARED</b> None.
	<b>EXCLUSION OF PRESS AND PUBLIC</b> 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.
<b>03</b>	<b>Minutes of Meetings of Council: Ordinary Meeting 11<sup>th</sup> December 2024</b> <b>Resolved:</b> Minutes approved.
<b>04</b>	<b>Monthly Police Report December 2024</b> Noted. Next Police Surgery: 10 <sup>th</sup> February 2025, 4-5pm.
<b>05</b>	<b>County Councillor Report</b> DECEMBER 2024 - JANUARY 2025 A quiet time this month due to the Christmas/New Year break. In addition to my various committee duties I dealt with a number of pieces of individual casework, including social care, grass cuttings and waste collections. I also responded to planning applications.



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#### ROGIET HOTEL

I have made enquiries with MCC regarding the condition of Rogiet Hotel. This building has long been empty and is becoming an eyesore and possibly an environmental hazard. I am awaiting a response.

#### BUS SHELTER

I reported the condition of the bus shelter on the north side of the B4245 opposite Meadway/Elizabeth Sparks Court. A Perspex panel is missing from the back of the shelter and brambles are growing into the shelter. Although there is currently no budget for bus shelter cleaning or maintenance it is hoped that the situation can be resolved.

#### OTHER DUTIES

I was pleased to attend the nativity play at Rogiet School

As MCC Armed Forces Champion I had the honour of presenting an Armed Forces Friendly School Bronze Award to Raglan School. I also attended a councillors' briefing on preparations for Armed Forces Day 2025.

I attended a councillors' briefing on 'County Lines' drug dealing in Gwent.

#### FINALLY

I would like to take this opportunity to wish all residents of Rogiet my best wishes for 2025 and to thank everybody all those who contributed in different ways to the community during 2024, including those who have volunteered their services in different ways (e.g. at the community café, parkrun, cleaning play areas, litter picking, looking after our churchyards, school PTA, church workers and others). Thanks also to Rogiet Community Councillors who do so much work, usually behind the scenes, to the benefit of the village.

Peter Strong

02.01.2025

#### RCC Notes:

*Bus Shelters – council discussed the condition of all the villages bus shelters and resolved to create a service request to MCC to request replacement of missing perspex panels and for maintenance of overgrowing vegetation. Action: Cllr Ellwood.*



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<b>06</b>	<p><b>FINANCE</b></p> <p>06.1 Bank Reconciliation of the Council's Bank Accounts October 2024 - December 2024 (Rialtas Report) – <b>Noted / Approved.</b></p> <p>06.2 VAT reclaimed form send for period to 31st December 2024 (Rialtas) – <b>Noted.</b></p> <p>06.3 Detailed Receipts and Payments up to 31<sup>st</sup> December 2024 (Rialtas Report) – <b>Noted / Approved.</b></p> <p>06.4 <b>Resolved:</b> To approve the following payments:</p> <p><b>Note:</b> Invoice for £109.68 from STFC for line paint was withheld – contract needs to be signed by 2<sup>nd</sup> signatory before payment is made. Also, the payment is for this season only. Email to be sent to let STFC know that the contract is being reviewed in April 2025.</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 1940 January 2025</td> <td style="text-align: right;">£345.60</td> </tr> <tr> <td>Office Tech Solutions</td> <td>INV 6848 January 2025</td> <td style="text-align: right;">£66.00</td> </tr> <tr> <td>One Voice Wales</td> <td>INV 8877 – Cllr Castree Training</td> <td style="text-align: right;">£40.00</td> </tr> <tr> <td>Griffiths Security &amp; Smart Technology</td> <td>INV 3492</td> <td style="text-align: right;">£178.80</td> </tr> <tr> <td>Severn Tunnel Football Club</td> <td>Reimbursement for Line Paint</td> <td style="text-align: right;">£109.68</td> </tr> <tr> <td>Chepstow Accountancy</td> <td>Processing January Payroll</td> <td style="text-align: right;">£30.00</td> </tr> <tr> <td>Payroll/HMRC/Pensions</td> <td>January 2025</td> <td style="text-align: right;">Estimate £2800</td> </tr> </tbody> </table>	Company	Service	Amount	Merlin Environmental	INV 1940 January 2025	£345.60	Office Tech Solutions	INV 6848 January 2025	£66.00	One Voice Wales	INV 8877 – Cllr Castree Training	£40.00	Griffiths Security & Smart Technology	INV 3492	£178.80	Severn Tunnel Football Club	Reimbursement for Line Paint	£109.68	Chepstow Accountancy	Processing January Payroll	£30.00	Payroll/HMRC/Pensions	January 2025	Estimate £2800
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<b>07</b>	<p><b>FINANCE – Barclaycard – To approve payments:</b></p> <p>Statements dated October: <b>Approved.</b></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>December 2024</td> <td>Windmill Post, Ink</td> <td style="text-align: right;">£391.99</td> </tr> </tbody> </table>	Company	Service	Amount	December 2024	Windmill Post, Ink	£391.99																		
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<b>08</b>	<p><b>Financial Regulations</b></p> <p>To consider the adoption of new model financial regulations from One Voice Wales. Deferred to next Ordinary Meeting.</p>																								



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<p><b>09</b></p> <p>09.1</p> <p>09.2</p>	<p><b>Pavilion</b></p> <p><u>Proposed Reconfiguration of Pavilion / Planning updates</u></p> <p>New fee for draining infiltration test to be considered. Mistral Architects had assumed that this test was included in previous quote from the Drainage Engineer, but this was not the case and now a separate quote had been received for £885.00 + VAT.</p> <p><b>Resolved:</b> to agree the additional fee of £885 + VAT for the draining infiltration test. Cllr Ellwood to instruct Mistral Architects accordingly. Pre-planning budget increased by £700 to cover this additional item.</p> <p>Noted that the ecology specialist had visited the pavilion on 23 December 2024 to perform the Preliminary Ecological Assessment (PEA). Report awaited.</p> <p>During this visit it was noticed that a ridge tile on the pavilion was broken. Repair was arranged and completed on 8 January 2025.</p> <p><u>Any other related items</u></p> <p>The planned upgrade to CCTV data storage was completed on 20 December 2024.</p>												
<p><b>10</b></p>	<p><b>Planning DM/2024/01454</b></p> <p>Proposed Dwelling and associated parking arrangement</p> <p>Location: 21 Ifton Terrace, Rogiet</p> <p><b>Resolved:</b> Rogiet Community Council <u>objects</u> to the planning application and agrees with the comments from MCC Highways and the objections of the neighbour. Clerk to respond to MCC Planning.</p>												
<p><b>11</b></p>	<p><b>Grounds Maintenance Contract 2025-2026</b></p> <p><b>Approved:</b> to accept the costs from MCC for 2025-2026:</p> <table border="1" data-bbox="280 1339 1294 1848"> <thead> <tr> <th>Works</th> <th>Cost (£)</th> </tr> </thead> <tbody> <tr> <td>Maintenance: Amenity grass, football pitch and cut collect round consist of 14 visits, and Ifton Lane is 2 cuts</td> <td>£3,862.08</td> </tr> <tr> <td>Annual Bin visits for two Bins with 78 bin visits, weekly from October to March and twice weekly through April to September</td> <td>£963.88</td> </tr> <tr> <td>Hedge cutting 1 visit at the back of Ifton Terrace</td> <td>£79.83</td> </tr> <tr> <td>Land in front of Rogiet Primary School full cuts</td> <td>£265.69</td> </tr> <tr> <td><b>Total</b></td> <td><b>£5,171.48</b></td> </tr> </tbody> </table>	Works	Cost (£)	Maintenance: Amenity grass, football pitch and cut collect round consist of 14 visits, and Ifton Lane is 2 cuts	£3,862.08	Annual Bin visits for two Bins with 78 bin visits, weekly from October to March and twice weekly through April to September	£963.88	Hedge cutting 1 visit at the back of Ifton Terrace	£79.83	Land in front of Rogiet Primary School full cuts	£265.69	<b>Total</b>	<b>£5,171.48</b>
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<b>12</b>	<p><b>Pre-Order Consultation. Public Footpath 40 Community Undy</b></p> <p>Highways Act 1980 – Section 119. Location: Storefield Farm.</p> <p>The proposal is to re-route a path away from the farmyard and over an adjacent field.</p> <p><b>Resolved:</b> No objections. Clerk to respond to MCC.</p>
<b>13</b>	<p><b>Five Year Working Plan</b></p> <p>Deferred to Next Ordinary Meeting.</p>
<b>14</b>	<p><b>Litter Picking Day</b></p> <p>Awaiting details about Keep Wales Tidy’s Spring Clean Cymru 2025 initiative.</p> <p>Deferred to next Ordinary Meeting.</p>
<b>15</b>	<p><b>Planters</b></p> <p>Cllr Ellwood and Cllr Castree had taken photos of the measurements with the aid of templates of the two different types of self-watering planters.</p> <p>Council agreed that the Parade Planters in Black are the best ‘fit’ to replace the two existing planters by the two bus stops on the north side of the main road. Also, council wants ‘Rogiet’ to be put on the planters in gold letters. Clerk to get costs for lettering.</p> <p><b>Resolved:</b> To purchase two black parade planters from Amberol - £299 +VAT each. Also to get quotes for ‘Rogiet’ in gold lettering. Also to allow overall budget of £750 for combined cost of planters, delivery and writing.</p>
	<p><b>With reference to Standing Order 3.v, council resolved to extend the meeting by 15 minutes.</b></p>
<b>16</b>	<p><b>Rogiet Community Café/Shop</b></p> <p><b>Noted:</b> Gas supply route changeover for Pavilion was completed on 27 November 2024; and electricity supply was done on 7 January 2025. No problems were encountered.</p> <p>New soakaway for pavilion – being arranged by RCJ’s contractors. Cllr Ellwood dealing with detailed discussions.</p>
<b>17</b>	<p><b>CILCA – Update</b></p> <p>Clerk confirmed that 3 learning outcomes to resubmit have been paid for £37.50 as previously approved. Clerk is hoping to complete qualification by next Ordinary Meeting.</p>



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<b>18</b>	<b>NEXT MEETING(S)</b> 12 <sup>th</sup> February 2025 Ordinary Meeting – Pavilion and Zoom – 7:00pm 12 <sup>th</sup> March 2025 Ordinary Meeting – Pavilion and Zoom – 7:00 pm 9 <sup>th</sup> April 2025 Ordinary Meeting – Pavilion and Zoom – 7:00 pm 7 <sup>th</sup> May 2025 Annual Meeting of Council – Pavilion and Zoom – 7:00 pm 14 <sup>th</sup> May 2025 Ordinary Meeting – Pavilion and Zoom – 7:00 pm
	Meeting Ended at 9:15pm.