



Cyngor Cymuned Rogiet Community Council

Minutes

Minutes of the Ordinary Meeting of Rogiet Community Council held on Wednesday 12th March 2025 at 7:00pm at the Pavilion Rogiet and by Zoom

Ordinary Meeting

	Open Forum
01	ATTENDANCE & APOLOGIES FOR ABSENCE Cllrs Ellwood (Chair), Cawley, Cromwell, Wilson and Winskill. Clerk/RFO – Alice Vaughan. Apologies accepted for Cllr Castree, Cllr Trow and County Councillor Strong.
02	INTERESTS DECLARED 06.2 - reimbursements to Cllr Ellwood and Cllr Cawley.
	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. Item 13.
03	Minutes of Meetings of Council: Ordinary 12th February 2025 <u>Resolved:</u> Minutes approved.
04	Monthly Police Report February 2025 Report not received in time for meeting, so will be on next month's OM agenda.
05	County Councillor Report COUNTY COUNCILLOR REPORT TO ROGIET COMMUNITY COUNCIL MARCH 2025 <u>CASEWORK</u> Over the last month I have been involved in a number of pieces of casework, including a planning issue, advocating for tenants with social housing providers, cutting of hedges, road sign repairs and rubbish collection. <u>BUDGET</u> MCC full council met on 6 th March and after a long debate passed its budget for 2025/26. In order to meet rising costs and increased demand for its services, the council will implement a council tax increase of 7.8%, generating nearly £6million in vital funding. These funds will be directed towards enhancing schools, bolstering social care initiatives, and improving neighbourhood services that everyone relies on, and with 10%



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increased investment in education and social care and a £2 million allocation for highways improvements.

Support will still be available for eligible residents to help ease the burden of council tax bills: <https://www.monmouthshire.gov.uk/home/counciltaxandbenefits/>

UNDY TO ROGIET SHARED PATH

Sevenside councillors received an update from MCC on progress of the multi-user routes between Undy and Caldicot.

The scheme to create safe walking and cycling routes between Undy and Caldicot is in three sections, Phase 1 – Undy-Rogiet, Phase 2 – Rogiet-Severn Tunnel Junction (STJ) and Phase 3 – STJ-Caldicot. All phases of the scheme were well supported in the local consultation in October 2023.

Phase 1: Detailed designs have been prepared based on the route presented at public consultation and comments on it. There is the potential for further minor adjustments prompted by the Road Safety Audit and agreement on maintaining the swale. The detailed design now allows the appointed land agent to open negotiations with landowners whose land parcels are affected by the scheme.

Phases 2 & 3: Route options for Phases 2 and 3 are being readied for stakeholder consultation on the route options between Station Road Rogiet and Caldicot railway station. Stakeholder consultation will contribute to the completion of the combined WelTAG 1 and 2 reports, allowing us to progress a preferred option to public consultation and detailed design. Public consultation on the principle of the scheme has already taken place.

The timetable for consultation and scheme progression will be dependent on funding.

OTHER TRANSPORT ISSUES

I took the opportunity of a meeting with Catherine Fookes MP to stress the importance of action on the STJ footbridge and the need for a link from the B4245 to the M48. I am also trying to get a date for a site visit by an MCC officer to examine possibilities for improving road safety on the B4245.

I joined a webinar on the impact of 20 mph limits around Wales. It was reported that on the information available so far, there are two injuries a day less and ten deaths in total less since the introduction of the 20mph limits. A senior underwriter from the esure insurance group reported that average premiums in Wales would be £45 p.a. lower than they would otherwise have been. This doesn't mean that we have got everything right on this issue, but the positive results need to be taken into account.

MCC has installed new flashing speed warning signs in Rogiet, a very welcome development.

TOGETHERWORKS CALDICOT

Although TogetherWorks funding under the Shared Prosperity Fund was not renewed, it was saved from closure on 31st March by an allocation of £46,000 that had been held in reserve from the MCC allocation. This, along with a further grant arranged through GAVO, will allow it work on a sustainable business model over the coming year.

ARMED FORCES DAY

As Armed Forces Champion for MCC I have been involved in the planning for Armed



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	<p>Forces Day Cymru, which will be held at Caldicot Castle and Country Park on 28th June. This is a major event, hosted by a different local authority each year. The event is free but tickets will be needed. Details of the event and how to apply for tickets can be found on the MCC website.</p> <p>Peter Strong County Councillor Rogiet Ward</p>																		
06	<p>FINANCE</p>																		
06.1	<p><u>Rialtas report for budget/ reserves review - 2024-2025 (before year end)</u></p> <p>Council acknowledges that they have gone over on certain budgets, due to unplanned costs which we can identify and to make our budget more realistic. Council resolved to vire monies from General Reserves on the budget lines stated below. For next year's budget council will review in the AM in May and split the budget lines to have more detail (OM or Finance meeting).</p> <p>Council noted and accepted the recommendation in the report.</p> <p><u>Approved to:</u></p> <p>Vire £1500.00 from General Reserves to Building Maintenance Vire £2711.00 from General Reserves to Miscellaneous.</p> <p><u>Staff Expenditure</u> (overall budget stays the same at £32257.00)</p> <p>Vire £2500.00 from Net wages to Tax and NI Vire £820.00 from Net Wages to Pensions Vire £300.00 from Staff Miscellaneous to Pensions.</p>																		
06.2	<p>To Approve the below payments - Approved</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Company</th> <th style="text-align: left;">Service</th> <th style="text-align: left;">Amount</th> </tr> </thead> <tbody> <tr> <td>Merlin Environmental</td> <td>INV 1990 March 2025</td> <td>£432.00</td> </tr> <tr> <td>Office Tech Solutions</td> <td>INV 7153 March 2025</td> <td>£66.00</td> </tr> <tr> <td>Monmouthshire CC</td> <td>INV 70252062 Boiler service</td> <td>£165.60</td> </tr> <tr> <td>Mackley Davies Associates Ltd</td> <td>INV 24/1070/01 Tree survey/soft landscape scheme/proportionate green infrastructure statement</td> <td>£2862.00</td> </tr> <tr> <td>Cllr Philip Ellwood</td> <td>Reimbursements – key cutting</td> <td>£23.35</td> </tr> </tbody> </table>	Company	Service	Amount	Merlin Environmental	INV 1990 March 2025	£432.00	Office Tech Solutions	INV 7153 March 2025	£66.00	Monmouthshire CC	INV 70252062 Boiler service	£165.60	Mackley Davies Associates Ltd	INV 24/1070/01 Tree survey/soft landscape scheme/proportionate green infrastructure statement	£2862.00	Cllr Philip Ellwood	Reimbursements – key cutting	£23.35
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	Cllr Bev Cawley	Reimbursements – soil and plants for planters	£109.00									
	Chepstow Accountancy	Processing March Payroll	£30.00									
	Payroll/HMRC/Pensions	March 2025	Estimate £2800									
	HMRC Historic payment		£80.00									
	<p>Approved x3 invoices - arrived after publication of Agenda. <u>Pre-approved for payment at OM 11.12.2024, agenda item 10.1</u> JDL Consultants Ltd - £2340.00 Mistral Architects - £3530.00 Wildlife Ecology - £490.00 (already paid 10.03.25)</p>											
07	<p>FINANCE – Barclaycard – To approve payments: Statements dated February and March 2025 - <u>Approved</u></p> <table border="1" style="width: 100%;"> <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>March 2025</td> <td>Credit Net world sports, Poppy wreaths, VE DAY Flag, Parkrun Grant (see OM 12.02.25), HP Ink etc</td> <td>£348.15</td> </tr> <tr> <td>February 2025</td> <td>Replacement defib pads, Cleaning kits for defibs , cleaning products, Ink</td> <td>£382.88</td> </tr> </tbody> </table>			Company	Service	Amount	March 2025	Credit Net world sports, Poppy wreaths, VE DAY Flag, Parkrun Grant (see OM 12.02.25), HP Ink etc	£348.15	February 2025	Replacement defib pads, Cleaning kits for defibs , cleaning products, Ink	£382.88
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08	<p>External Audit 2023-2024 <u>Noted/Approved</u> The External Audit Report for the Financial Year 2023-2024 by Wales Audit Office has been completed and there are no issues of concern. Unqualified Audit issued. Necessary paperwork has been put on website and the noticeboard.</p>											
09	<p>CILCA Update and General Power of Competence (GPOC) Noted that Clerk became CILCA Qualified on the 22.02.2025. GPOC – Rogiet Community Council are currently not eligible as we only have one year unqualified Audit from Audit Wales and also RCC have only 3 elected members so we cannot become eligible for GPOC until next local elections in 2027 and until we have one more Unqualified Audit.</p>											



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10	Appoint Internal Auditor <u>Resolved</u> and <u>Approved</u> to appoint IAC Audit and Consultancy Ltd for internal Audit 2024-2025 – same cost as last year £395.00 + VAT.
11	Members Remuneration / Allowance 2024-2025 Noted that no members received Remuneration / Allowances in 2024-2025. (All had opted out). Nil report sent to IRPW and published on RCC website.
12	Independent Remuneration Panel for Wales Annual Report 2025-2026 <u>Report Adopted.</u> <u>Noted</u> mandatory payments and <u>noted</u> that members can opt out. <u>Proposed</u> to pay quarterly in arrears by bank transfer in June, September, December and March. Members are responsible for reporting income to HMRC. Mandatory – Costs of Working from Home Payment – £156 x 7 councillors Mandatory – Set Rate Consumables Allowance – £52 x 7 councillors Optional – Chair – £375.00 (25% of maximum £1500) Optional – Vice-Chair – £125.00 (25% of maximum £500) Accept mileage for authorised meetings outside the community. <u>All Accepted and Adopted</u>
13	National Wage increase and Clerk's SCP scale and office allowance from April 2025 <u>Noted</u> National Wage increase for cleaner from 01.04.2025. <u>Approved</u> Increase as per Clerk Contract from SCP 26 to SCP 27 due to CILCA qualification from 22.02.2025. <u>Approved</u> Office Allowance increase as per approved budget at Finance Meeting 27.11.24 to start from 01.04.2025. Council to do Appraisal for Clerk in the coming months. <u>Action:</u> Chair.
14	Grant Application Grant Application received from Rogiet Arts Club. <u>Approved:</u> grant for £500.00 <i>(Provision of Entertainment and support for the Arts – Local Government Act 1972 Section 145)</i>



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15	Planning DM/2025/00078 Proposed new commercial units with agreed end user. Location: Ifton Industrial Park Ifton Industrial Estate, Caldicot Road, Rogiet, Monmouthshire, NP26 3TA <u>Resolved:</u> No objections - email to be sent to MCC Planning.
16	Planning - DM/2025/00189 Loft conversion and build over side garage. Location: 50 Crossway Rogiet NP26 3SJ <u>Resolved:</u> No objections - email to be sent to MCC Planning.
17	Pavilion 17.1 <u>Proposed Reconfiguration of Pavilion / Planning updates</u> The Planning Application was submitted to Monmouthshire County Council by Mistral Architects on the 11.03.2025 – together with plans and all specialist reports. Now awaiting validation by MCC Planning and further instructions from Mistral Architects. 17.2 <u>Cooker at Pavilion</u> Council agreed that a cooker will not be put back in the Pavilion until the refurbishment takes place – then a new commercial standard cooker will be installed. 17.3 <u>Any other related items</u> One light in the nursery area and one in the away changing room are not working. Cllr Ellwood to request quote to fix from EFS and / or other contractor.
18	Windmill Post Working Group Meeting took place on the 27.02.2025. Plan agreed to publish a 24-page edition at the end of May 2025. Work is now in progress. Certain inputs for the Windmill Post requested to council and answered: <ul style="list-style-type: none">• Councillor Surgeries (see Item 22)• Playscheme (see Item 23)• Rogiet in Bloom (see Item 24)
19	Litter picking Day – Spring Cleaning Cymru 2025 – 22nd March 10:00am Due to lack of members available and lack of public interest, this event has been postponed to later in the year, date TBC.



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20	Rogiet Hotel <p>An idea to apply for listing by CADW was discussed. Prior to the meeting a copy of a letter from CADW to a resident had been circulated by County Councillor Strong. This showed that CADW do not consider Roggiett Hotel to be worthy of listing.</p> <p>It remains the view of this council that the Rogiet Hotel should not be allowed to remain empty and in a decaying state so other angles will be pursued.</p> <p>Cllr Ellwood to chase MCC Planning Enforcement and escalate if needed.</p> <p>Council to consider approaching MCC Housing to inform them of the potential development opportunity that might help to satisfy local housing needs.</p>
21	Hedge at the back of 13 Westway (bordering field) <p>Quote to be obtained from MCC for two options: substantial pruning, and complete removal (resident's preference). <u>Action:</u> Clerk.</p> <p>Work cannot take place until bird nesting season is over – October / November 2025.</p> <p>When quote received, item will be on future OM to approve.</p>
22	Councillors Surgeries/Police Surgeries <p>Clerk to get confirmation of Police Surgeries dates and times.</p> <p><u>Agreed</u> that the Councillors surgeries will take place quarterly in the coming year.</p> <p>June and December 2025 - Mornings in Church Hall.</p> <p>September 2025 and March 2026 - Evenings at the Pavilion.</p> <p>Dates and times TBC.</p>
23	Play scheme <p>Council agreed that there will be no Monlife Stay and Play sessions this summer at Rogiet Pavilion.</p> <p>Clerk to contact Rogiet Primary school and enquire about their summer provisions.</p>
	With reference to Standing Order 3.v, council resolved to extend the meeting by 30 minutes
24	Rogiet in Bloom <p>Several points were discussed and agreed:</p> <p>A flyer (detailing categories, prizes and judging criteria) and an application form need to be produced ASAP and circulated to residents via physical places like the café, school, non-pol club, petrol station, hairdresser, etc., and also online on our web site and Facebook group. The information needs to be repeated in the forthcoming Windmill Post.</p> <p><u>Action:</u> Cllrs Wilson and Winskill.</p> <p>Undy and Magor Horticultural Society to judge the different categories. Judging will take place 3rd or 4th Week of July (Front Gardens only).</p>



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25	<p>MCC Mobile Team</p> <p><u>Deferred</u> until all costs received.</p>
26	<p>Defibrillator Risk Assessment</p> <p><u>Approved</u> and published on website.</p>
27	<p>Muga Lighting</p> <p>Quick Poll on Facebook shows there is a need to have the Muga Lights on in the evenings. Waiting costs for push button system from EFS. At the moment will leave it on an adhoc basis and will put on future OM when costs have been received.</p>
28	<p>Bus - 75 service</p> <p><u>Deferred.</u></p>
29	<p>Bus Shelter Report</p> <p><u>Deferred.</u></p>
30	<p>Sustrans – Expression of Interest for Quiet Lane pilot</p> <p>Expression of interest to be sent to Sustrans. <u>Action:</u> Cllr Ellwood.</p>
31	<p>Crownhill</p> <p>We haven't yet seen any retrospective planning application for the development, change of land use, and cutting down of trees.</p> <p>Cllr Ellwood to chase MCC Planning Enforcement and escalate if needed.</p>
32	<p>Rogiet Community Café/Shop</p> <p>Noted build going well.</p>
33	<p>NEXT MEETING(S)</p> <p>9th April 2025 – Ordinary Meeting – Pavilion and Zoom – 7:00 pm</p> <p>7th May 2025 – Annual Meeting of Council – Pavilion and Zoom – 7:00 pm (Cllr Cawley sent apologies)</p> <p>14th May 2025 – Ordinary Meeting – Pavilion and Zoom – 7:00 pm</p> <p>11th June 2025 – Ordinary Meeting – Pavilion and Zoom – 7:00 pm</p> <p>9th July 2025 – Ordinary Meeting – Pavilion and Zoom – 7:00 pm</p> <p>August 2025 – No meetings</p>
	<p>Meeting Ended 9:20pm</p>