



Minutes of the Ordinary Meeting of the Community Council held on Wednesday 12th June 2019, which commenced at 7:00pm in the Village Sports Pavilion.

Councillors Present: Cllr R Stallard (Chair), Cllr S Oliver Holland, Cllr J Dyderski, Cllr G Haywood, Cllr M Hunter, Cllr H Bennett, Cllr T Lynch

In Attendance: Catherine Baker (Clerk), Maureen Williams (RFO)

Members of the Public: None

MIN

2018.19

03/030 Apologies

Cllr L Guppy, Cllr J Stallard

03/031 Declaration of Interests

Cllr S Oliver Holland and C Baker – agenda item 6i (Min 03/035.2);

Cllr R Stallard – Min 03/040.2 (new Planning item, not on agenda)

03/032 Chairman's Address

The Chair expressed his feelings that the Welsh Government decision to not go ahead with the M4 Black Route is good news for Rogiet.

03/033 To approve the Minutes of previous meetings:

03/033.1 The Annual Meeting held on 8th May 2019

The minutes of the Annual Meeting of 8th May 2019 were approved as a true record and signed by the Chairman.

03/033.2 The Ordinary Meeting held on 8th May 2019

The minutes of the Ordinary Meeting of 8th May 2019 were approved as a true record and signed by the Chairman.

03/033.3 The Extraordinary Meeting held on 15th May 2019

The minutes of the Extraordinary Meeting of 15th May 2019 were approved as a true record and signed by the Chairman.

03/034 To receive Local Police Report (When in attendance Police to be received at the beginning of the meeting)

No Police report receive. CSO Joanne Maddern not able to attend as had been planned.



Resolved: to request CSO Joanne Maddern or another Police representative to attend next meeting, or if this is not possible for CSO Maddern to meet with one or more councillors at an agreed time.

RESOLVED: to bring Finance agenda and finance related items forward in order that the RFO would not be held up longer than necessary.

03/035 Matters ongoing: (financial items only)

03/035.1 To receive update on appointment of internal auditor

Internal Audit report has been received and shared with councillors today. All pleased with the report.

RESOLVED: to accept and approve the report.

RESOLVED: for the Chair to sign the annual return for the year ending 31st March 2019.

The Chair signed the annual return.

Cllr Bennett thanked the RFO for her due diligence and expressed how pleased she was to see that the internal auditor's was report so complimentary of the RFO's work. All councillors agreed and thanked the RFO for her hard work.

03/036 To consider Financial Matters and the Schedule of Accounts

(See Appendix 1 for details of the Finance Agenda) The Chair signed all financial statements, schedule of accounts, cheques and invoices. Cllr Hunter countersigned all documents.

Spreadsheet of car park income has been provided by MCC. £9704.62 to be paid to RCC from earnings from ticket sales at the car park.

RESOLVED: For the RFO to contact MCC with some specific questions regarding car parking takings,

Questions raised regarding car parking income include:

1. Query where fine money goes?
2. Does the spreadsheet include those payments taken by phone?
3. Is there any interest due to RCC due to the delay in payments?
4. Is there any record of number of cars parking?
5. Is the expenditure taken solely from RCCs 50% share or are the costs taken from both RCC and MCC's payments.?

03/037 To approve entry into the Local Government Pension Scheme

RESOLVED: to approve entry into the Local Government Pension Scheme for all eligible employees of RCC.



03/038 To approve the working hours of the Clerk and the RFO as set at:

Clerk – 12 hours per week

RFO – 4 hours per week

RESOLVED: *to approve the working hours as set out above.*

03/039 To consider and approve Standing Orders and Financial Regulations

RESOLVED: *to approve the Standing Orders.*

RESOLVED: *to approve the Financial Regulations.*

Council, the Clerk and RFO will work to ensure that all actions/policies referred to in the Financial Regulations are put in place in the next 12 months.

RFO left the meeting at 7:50pm following completion of all financial items.

03/035 Matters ongoing: (continued)

03/035.2 To receive update on Ifton Lane vehicle access issues and agree any further action.

Photos of damaged trees seen by all councillors.

RESOLVED: *to report the damage to the trees on Ifton Lane to the Police.*

Councillors reported that cars are being parked on Ifton Lane at night blocking access. Questions raised by councillors about vehicle access, in particular who is accessing the lane and why. The Council wish to look again at what measures could be put in place to resolve the situation.

RESOLVED: *For Cllr Dyderski to produce a leaflet for residents of Woodland View who have rear access onto Ifton Lane.*

03/035.3 VSH/Playing Fields/MUGA updates:

To receive Cllr Dyderski's report of the Community Land and Buildings Committee meeting of 11th June 2019 and updates.

Update given by Cllr Dyderski. Football Club, Youth Club and caretaker in attendance at CLBC meeting.

Football Club are happy to attend a meeting to discuss their charge for use of facilities and to set up a monthly standing order once agreed.

RESOLVED: *for the Chair to attend a meeting with Cllr Dyderski and Josh Birch (Football Club) to draw up a financial plan for the football club's use of the facilities.*



RESOLVED: to request a meeting with Little Tigers and Youth Club to determine what space they need for the running of their activities.

Cllr Dyderski has purchased supplies for the VSP as agreed at a previous meeting. These have been passed to the caretaker. Approximately £89 spent. Receipts to be given to the RFO.

CLBC meetings will be moved to the first Monday of the month to enable reports to be included in the Council meeting packs. The next meeting will be on 1st July 2019.

The caretaker does not wish to take on the extra responsibility of locking the MUGA each night. **Cllr Stallard declared an interest.**

RESOLVED: to leave the MUGA unlocked so the community can make use of the resource and place an article in the Windmill Post encouraging residents to use the facility and asking them to be vigilant for vandalism and report to Police if seen.

03/035.4 To receive update on footpath repair progress.

Second quote received. Further contractor expected to visit site and produce a quote.

03/035.5 To receive update on the Windmill Post

Cllr Oliver Holland gave an update on behalf of Cllr Oliver that the Windmill Post will be ready by Monday.

Chair requested that dates be changed on the community shop article, and that the article written by the Chair on the M4 relief road to be amended now to reflect the decision been made by the First Minister.

03/035.6 To receive update from Cllr Dyderski on the B4245 issues

Alternatives are being looked at as a result of M4 relief road plans being dismissed by Welsh Government. Due to the number of accidents on B4245 something needs to be done. There have been suggestions of 20mph limits through villages. Other options are directing large lorries down the A48 thus avoiding the B4245. Suggestions include signs and enforcements regarding weight limits on road to ensure only those lorries that need to deliver to the area travel this route.

RESOLVED: for Cllr Dyderski to attend the Severn meeting 26th June 2019 to discuss these issues. No agenda yet. Venue not yet confirmed. AM John Griffiths has also raised this.

Cllr Oliver Holland drew attention to a poster on the side of B4245 which many members of the community feel is inappropriate (advertising a local business).

RESOLVED: to contact MCC to ask the owners to remove the sign due to its inappropriate and potentially distracting nature.



03/035.7 To receive update regarding MCC Dog Fouling Initiative

MCC are encouraging residents to place dog fouling in other public bins, or in home bins if specific dog waste bins are full. New stickers for bins are available for community councils to purchase.

RESOLVED: *to support use of signs for dog waste bins.*

03/035.8 To receive update on BHF Defibrillator and CPR training

Cllrs J Stallard, Cllr Bennet, and Cllr Haywood are happy to attend the fete at Rogiet School and promote the training available from the British Heart Foundation.

RESOLVED: *to agree a date for training with BHF in order to encourage sign-ups at the school fete.*

03/040 To receive Planning applications/permissions/amendments, including but not limited to:

03/040.1 Public Path Order - Section 257 – Town and Country Planning Act 1990: Public Path Diversion Order 2019 regarding Public Footpath no. 24 Magor with Undy (formally 24 Undy), 23 Rogiet (formally 4 Llanfihangel) and 24 Magor with Undy (Undy)

RESOLVED: *to inform MCC that RCC have no objections.*

03/040.2 MCC Appeal Panel to attend site visit at 62 Caldicot Road this week. RCC asked if they have any councillors able to attend.

(Email received by Clerk since collation of agenda) **Cllr R Stallard and Cllr Oliver Holland declared an interest.** No councillors able to give certainty that they can attend.

RESOLVED: *to inform MCC Planning Department that there may not be a representative of RCC present at the site meeting.*

03/041 To consider Rogiet Primary School's invitation to have a stall at their summer fete

All councillors agreed this would be a useful engagement exercise.

RESOLVED: *to accept Rogiet Primary School's invitation to attend their fete on 10th July 2019 and ask for children to produce drawings of play items they would like to see in the Rogiet play park, to be given to the councillors at the fete.*

03/042 To receive guidelines for 'Be Proud of Your Community Gwent Awards' (previously a different scheme – Best Kept Village) and agree any action.

RESOLVED: *To email GAVO to ask if the deadline could be extended as the current date of 21st June 2019 is not likely to be achievable.*



ROGIET COMMUNITY COUNCIL

Clerk: Miss Catherine Baker, 3 Seymour Way, Magor, Monmouthshire, NP26 3GF

Email: clerk@rogietcommunitycouncil.com Tel: 01633 547980

03/043 To consider Terms of Reference for the following committees:

Community Council Land and Buildings Committee

Finance Committee

Planning Committee

***RESOLVED:** to defer to a future meeting.*

03/044 To receive and consider miscellaneous correspondence as set out in the Correspondence Schedule

***RESOLVED:** to Contact Mike Moran to ask when playground assessment will take place.*

03/045 Matters for future meetings:

- a. To consider the appropriateness of signage on Rogiet Community Council land**
- b. To consider the One Voice Wales Model Local Resolution Policy**
- c. To consider request from Bobath Children’s Therapy Centre Wales to provide a grant to fund their work.**
- d. To receive update on the planning and purchase of new play park equipment.**

Noted

03/046 To note the next monthly on Wednesday 10th July 2019 commencing at 7.00.pm.

Noted

The meeting closed at 9:35pm.

Signed: Chair/Vice Chair

Date:



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APPENDIX 1 - FINANCE AGENDA

Financial Correspondence

To Receive Annual Return 31/03/2019 Chairman to sign it off
Further request made on Car Park Revenue

Matters arising after preparation of Agenda

Schedule of Accounts

To approve payment of the following items:-

2032	Came & Company	-	Insurance Premium 2019/2020	£894.01
2033	Merlin Waste	-	Doggy Bins – May	£ 82.50
2034	CLlr M Oliver	-	Paper & Toner (Windmill Post)	£ 75.96
2035	Talk Talk	-	Telephone installation - Clerk	£ 42.59
2036	C Baker	-	Office Allowance April – June 2019	£175.68
2037	M Williams	-	“ “ “ “ “	£214.72

It should be noted the additional office allowance for the period April / June 2019 allows for the changeover of offices. As from 1st July it will be split in line with the hours allocated.

No Income received since 8th May 2019