

**ROGERSTONE COMMUNITY COUNCIL**  
**MINUTES OF THE COUNCILS MEETING**  
**HELD AT TYDU COMMUNITY HALL 7<sup>TH</sup> AUGUST 2024**

Members present:

Chairperson: Councillor S. Bowen

Councillors: S. Jones, Y. Forsey, C Larcombe, B. Davies, J. Reynolds, D. Mlewa, N. Ireland  
S. Meek, R. Lloyd.

Apologies:

Councillors: A. Hobbs, K. Hopkins, J. Gibbons, N. Upham, G. Foley.

**1. DECLARATIONS OF INTEREST**

There were no declarations of interest made at this point in the meeting.

**2. MINUTES**

The minutes of the meeting held 26th June 2024 were approved.

**3. MATTERS ARISING FROM THE MINUTES**

**3.1 Defibrillators**

The Clerk advised that it may not be possible to use solar power to charge a defibrillator in the telephone boxes (discussed at the last meeting), however he had received positive information from BT regarding the electricity supply to the kiosk. Further information will be provided once the kiosks have been checked by an electrician.

**3.2 Japanese Knotweed**

Members discussed the areas that are being treated for the eradication of knotweed and the length of time it takes to completely eradicate this plant. The Clerk advised that its usually around 3 to 5 years, however, knotweed spread easily, and the council's staff are vigilant at spotting and dealing with new growth (the Head Groundsman has a licence to eradicate knotweed). The contractors (as previously discussed) will be dealing with the large areas that staff are unable to treat, and photographs will be taken annually to ensure the treatment is working.

Members also discussed Newport City Councils footpath responsibilities and maintenance schedules as well as areas that Natural Resources Wales are responsible for. The knotweed on the riverbank areas adjacent to the Welfare Grounds were discussed (Newport City Council used to maintain this PROW, but have now ceased) and members were advised that due to the proximity to the river any knotweed treatment would require a licence via Natural Resources Wales.

### **3.3 Chess Tournament/ Sport in the Park**

Members discussed plans for a chess tournament at Sport in the Park; the councils public chess sets will be made available for the day.

## **4. POLICE MATTERS**

The Clerk reiterated that the police have been invited to the September meeting after not being able to attend the two previous meetings; it was suggested they be invited to attend quarterly as previous.

Members were in receipt of correspondence from the Police & Crime Commissioner, and it was agreed to invite her to a meeting. It was suggested members could agree on what questions they would like to ask before the visit and forward them to the Commissioner's office, to enable the Commissioner to have the answers at the meeting.

Liaison meetings, which the police attend are held regularly, and members are forwarded details of these meetings when received from Newport City Council. It was suggested that members should make an effort to attend as representatives of Rogerstone Community Council; the City Councillors who are also Community Councillors attend these when able.

Members discussed issues with other community councils at these meetings in the past, largely related to the precept that used to be received from Newport City Council.

Councillor Davies agreed to continue attending the meetings when able.

## **5. CLERKS REPORT**

Members acknowledged the Clerks Report, and the correspondence received prior to the meeting.

### Van

Members discussed the van repair and temporary hire costs in the monthly accounts, which were considerable. The Clerk agreed to get quotes for an electric pickup truck, lease & purchase for consideration.

### Playground Report

Members discussed the need for safety surfacing highlighted by the playground inspection report, which could cost up to £25,000 - £30,000 and can be discussed later in the year.

### Ecology Report/Riverbank

Members discussed the ecology report invoice. The Clerk advised this ecology survey can only be undertaken at certain times of the year, which is why it is for only partially complete. This report is necessary to enable any revetment work on the riverbank.

Members discussed:-

- Other surveys to be undertaken as well as planning for the work
- The full programme of revetment works to ensure the protection of the flood wall.

- The full cost of the revetment works being undertaken by the Jubilee Park Management Company.
- Options for the work and previous correspondence with Newport City Council.
- The closure of the riverbank section of the footpath and Newport City Councils diversion order.
- The reason for Newport City Council closing the path, which was for safety issues.
- The perceived poor signage advising of the closure.
- The area that collapsed into the river.
- Possible reasons for the collapse
- The possibility of further areas collapsing.
- Ownership of the land where the footpath was located (unregistered).
- Archived minutes that the Community Council has, that whilst interesting to read, are not proof of ownership of any areas of land.
- The Community Councils land ownership documents and the areas all being registered with the Land Registry.

Members agreed to:

- Contact Newport City Council regarding adequate signage and a safety barrier to prevent anyone accessing the former footpath area, as there is a real concern for the safety of members of the public.
- Councillor J. Reynolds agreed to speak with the City Council and ascertain their plans for new signage and barriers, including signage being placed in several areas further along the riverbank to warn people well in advance of the dangerous area.

## **6. NEW CORRESPONDENCE**

### Allotments

A member had emailed with a request for an allotments update, and correspondence from a resident regarding allotments and other issues was also received.

The Clerk advised members:-

- The total number of plots, the number being allocated to those on the waiting list, the approximate number of vacant plots after all have been allocated.
- The allotment clearance work that has been completed.
- The plots being re-measured out and re-numbered.
- The tenancy agreement would benefit from updating.

Members discussed:

- Complaints received regarding allotments.
- Work undertaken by contractors.
- Knotweed areas.
- Pathways and fencing.
- Additional plots added some time ago, all of which became vacant.
- Allocation of a second plot to householders if on the list (first timers are offered plots first)
- The possibility of water being provided at the site, though it was noted the most practicable option is to catch rainwater in water butts etc.
- The current cost for a plot, and the possible increase if water was added.

- Wild Rogerstone plots.

It was agreed that:-

- Members will visit the area before the next meeting.
- A draft agreement will be forwarded to members.

#### High Cross Interpretation Board

Members approved the draft High Cross Open Space interpretation board.

#### Drainage

The Clerk advised of correspondence from a resident regarding connecting to the mains for his property, which may affect the Mount Pleasant Open Space area. The Clerk advised the resident will be responsible for all costs and any land reinstatement.

#### Liswerry Runners

A request to hold the annual event at High Cross open space 9am – 12.30pm 24.11.24 was approved by members, subject to the usual risk assessment and insurance information.

#### Freedom of Information Request

- Members were advised that a high volume of emails have been received from a resident, many of which are very long and repetitive, therefore the Clerk summarised these. Some of the content in the emails are incorrect, misleading or untrue.
- Members were reminded that a decision was made (after taking advice) some months ago not to respond to a resident who was considered to be a vexatious complainant, unless the request was reasonable.
- The Clerk referred to the Ombudsman's recent correspondence regarding other issues raised by the resident, which are not being investigated any further.
- Regarding the request to view archived minutes and other documents, in the current raft of correspondence from the resident, it was noted that this same request was made last year. The documents were made ready for an appointment to view, which the resident did not turn up for; this is evidenced by several email trails.
- The resident has recently been forwarded copies of pages from the archived minutes by a community councillor, however the resident is still not satisfied and has made this clear in correspondence copied to some members.

It was agreed:-

- To offer the resident an appointment to view the documents.
- That as the documents are originals and fragile the viewing needs to be accompanied by a councillor.
- That due to the content of the residents emails, which are at time accusatory and untrue, it was agreed that two members be present. Two members who are known to the resident volunteered to attend:- Councillors Lloyd & Meek.
- If the resident makes an appointment and fails to attend again, no further offer will be made.

Members discussed:-

- The archived minutes from 1958-1962, which contain no implied or definitive information regarding the riverbank path being in the ownership of the Community Council.

- If the landowner/s were ever to be found (unlikely due to Newport City Council also researching ownership), there would be no benefit as the footpath has collapsed and it's not likely that any landowner would reinstate it due to the cost and possibility of further collapse.
- The footpath now being diverted by Newport City Council.

### Wales Audit

Members were in receipt of the latest email from Wales Audit. All documents have been delivered to their offices in Cardiff and uploaded via their portal, in time for the scheduled full audit. Despite several requests for a name and email address for the appointed auditor so that the accountant can set them up to view Xero (the accounts software used by the council) this has not been forthcoming. The recent email suggests that this is because the Community Council has made a complaint regarding the previous audit. The Community Council has to adhere to submission dates dictated by Wales Audit for audits and has complied, however, the audit cannot take place without them accessing Xero.

## **7. ACCOUNTS**

### **RCC**

Fuelgenie	
Van & machinery	£340.02
D. Evans	
Cleaning hall & outside toilet blocks	£496.00
Screwfix	
Tools & sundries - grounds	£187.35
Tools & sundries - grounds	£138.89
Nathan Evans Ltd	
Xero & payroll	£142.80
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Currys	
Fridge – kitchen - hall	£119.00
AO	
Cooker & delivery – kitchen – hall	£313.99
L. Davies	
Cooker installation	£ 70.00
Glamorgan White Lining	
Reline car parking bays	£954.00

Chem Corp	
Diesel (grounds machinery)	£832.80
Regen Amenity	
Grounds chemicals & seeds	£264.00
Grounds chemicals & seeds	£190.00
Grounds chemicals & seeds	£701.10
Security Safe	
Thermostat cover	£ 33.42
ESE Direct	
Bollards x 2	£ 70.68
Vodafone	
Broadband	£ 41.97
Van Hire	
S. Davies 2 weeks	£1372.00
(Includes £200 deposit - returned)	
S. Davies fuel for hired van	£ 89.97
Ezzeefit Tyres	
Van repair	£2442.12
Zoom	
Monthly payment	£ 15.59
Total Workwear	
Clothing – staff	£ 142.03
AJM Embroidery	
Above embroidered	£ 30.00
Fuel Genie	
Fuel machinery & van	£300.01
Octopus	
Gas – hall & electric café, grounds buildings, hall	£613.98
Printerbase	
Printer & ink (CA)	£151.13

Gordons Playground Inspection	£420.00
D P Mowers Mower service & strimmer head	£154.80
Eurooffice Toilet rolls, handwash - grounds, draining rack, oven gloves etc – kitchen	£108.70
S. Preece Garden Services Grounds work allotments 3.5 days	£1925.00
<b>Accounts JP</b>	
Nathan Evans Ltd Monthly accounts for JP	£240.00
Monthly accounts for JP	£240.00
Martyn Jones Gardening Grass cutting JP	£3500.00
Abbey Saunders Ecology JP Preliminary EcIA Survey, otter survey, invasive plant survey 1st half for survey only – report and fee to follow Data search fee SEWBReC	£1240.00
British LEI LEI registration service for British companies JP	£245.00
Steve Davies South Wales Locksmiths - locks JP	£105.00
Clear Insurance Annual insurance policy for areas managed in Jubilee Park	£1777.42

## **8. PLANNING**

Members on the interim planning committee are emailed plans when received.

At the last meeting members discussed the remit of the interim planning committee, and it was agreed at that meeting, that sensitive planning issues should be highlighted by the committee and discussed at full council meetings as usual.

A member queried why applications state that Rogerstone Community Council have not commented on an application, and the Clerk advised that comments are only submitted when there is an issue; 'no comment' used to be submitted but it was agreed some time ago to only comment when necessary.

## **9. CONSIDERATION OF MATTERS**

### **9.1 Remembrance Sunday**

Following on from the discussion at the last meeting, members further discussed:-

- Laying the wreaths as usual at the library and at the church but walking from the library rather than marching.
- The wreath laying being a very important part of the service.
- The Royal British Legion may be able to provide a Parade Marshal.
- Rogerstone Band/Scouts Band not able to attend the march.
- Rogerstone Band may be able to provide a small band in the church, but they are not sure.
- The possibility of getting another band to attend the march and church.
- The risk assessment and stewards that need to be provided. (at cost to the Community Council)
- The traffic management that needs to be provided. (Cost £700)
- Disappointment for many if the march does not go ahead, including the children's uniformed organisations.
- Using the Festival money to cover costs, although whilst it was agreed that the Community Council will be able to fund the event, it is the expertise for the compliance requirements and appointment of stewards and various organisations that is the issue.
- Newport City Council possibly being able to help as they have many parades and marches in Newport.
- Risca Royal British Legion may be able to give advice.

To progress matters it was agreed that:-

- A working group be formed as follows:-  
Councillors, Foley (absent at this meeting, members will let the councillor know he is in the group), Reynolds, Davies, Lloyd, Larcombe, Meek.
- The group will report back to the September meeting.
- The vicar is to be invited to the September meeting.

## **10. URGENT MATTERS**

### Declaration of Interests

It was agreed that those who have their home addresses on their forms online, have them redacted.

### Staff

Members discussed a member of staff who left a few months ago and it was agreed that members can make a collection to buy a gift if they wish; members should contact the Chairman who will collect the donations and organise a gift. ( A thank you letter was sent from the Council when the person left and staff have already made a collection and given a leaving gift).



Tree – Ty Du House

The Clerk advised that the very large conifer next to Ty Du house needs to be removed as its causing damage to the roof and the roots are also causing issues.

**11. DATE OF NEXT MEETING**

The next meeting will be at **6pm** for the school competition presentation and the meeting will start at 7pm 4<sup>th</sup> September 2024.