

ROGERSTONE COMMUNITY COUNCIL

MINUTES OF THE COUNCILS MEETING HELD AT TYDU COMMUNITY HALL 2ND JULY 2025

Members present:-

Chairperson:- Councillor C Larcombe

Councillors:- S. Jones, D. Mlewa, R. Lloyd, A. Hobbs, S. Bowen, B Davies, Y Forsey,
J. Reynolds, J. Gibbons

Apologies for absence:- S Meek, G. Foley, K. Hopkins

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 4th June 2025 were approved.

3. MATTERS ARISING FROM THE MINUTES

3.1 High Cross Open Space Gate

The Clerk advised that he is meeting contractors to fit a DDA compliant gate at the location discussed at the previous meeting.

3.2 Allotments

Members discussed:-

- The meeting with allotment tenants interested in forming a self-management committee.
- The enthusiastic attendees (approximately 14)
- The questions that were asked by the tenants, such as liability insurance, rental income, paths, tree cutting etc.
- The next steps; drawing out a framework to move forward.
- Discussing self- management with Newport City Council and other allotment organisations.
- The next meeting, which is at 6pm on the 6th August 2025.

3.3 Remembrance Sunday

The Clerk advised that Sandra Thomas will be delighted to lay a wreath on behalf of the Council on Remembrance Sunday.

Members also discussed wreath laying on the 15th of August 2025.

3.4 Public Spaces Protection Order

The Clerk advised that unfortunately Newport City Council have advised they are unable to include the Community Councils land as part of the Public Protection Order at the end of the year, when their current order is being renewed. (Members were forwarded the correspondence before the meeting).

Members discussed:-

- Signage for the grounds and open spaces, which the Clerk displayed to members.
- CCTV coverage in the grounds.
- Fines.
- Enforcement.
- Problems with anti-social behaviour and electric bikes/scooters.
- The wardens remit.
- Bodycams for the wardens and GDPR training.

It was agreed to purchase two body cameras for the wardens.

3.5 Planning - Gazebo

Members discussed the planning appeal for the above and agreed that all the biodiversity improvements made in the grounds should be highlighted. The application is on an area already used for café seating, therefore should not impact on any biodiversity issues or current parking arrangements.

3.6 Co-option

Members agreed to interview the two residents interested in joining the Community Council. The interviews will be 3rd September at 6pm & 6.20pm. The interview panel will be the Chairman, Deputy Chairman and Councillor K. Hopkins.

3.7 Section 6 Report

The Clerk advised that information required for the above could be included in the future Annual Report for the Council.

3.8 Schools Competition

The Deputy Chairman advised that the quality of entries for the competition was excellent and the prizes will be awarded by Ruth Jones at Mount Pleasant School on the 11th of July.

High Cross School

Mason	£30.00
Emily	£20.00
Seryn	£10.00

Jubilee Park School

Olivia	£30.00
Lowri	£20.00
Scott	£10.00

Mount Pleasant School

George	£50.00
Lucie Mae	£30.00

4. POLICE MATTERS

Members are provided with a monthly Police Report.

5. CLERKS REPORT

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

6. CORRESPONDENCE

The following was discussed:-

Polling Station Review

Members discussed correspondence regarding the Polling Station Review and suggested possible venues:-

Scout Hall
Faith Church
Tydu Hall
Pentecostal Church
Bowls Club
Mount Pleasant School

Following consideration it was agreed that Faith Church and the Bowls Club (Jubilee Park) were favoured and the Clerk agreed to advise Newport City Council.

Electronic Gates – Tennis Courts

Members were in receipt of correspondence regarding options for an electronic gate system on the tennis courts. The following was discussed:-

- The various options and costs, up to £7000 for the full system plus electricity installation which would be around £1000, with support costs of up to £600 per year.
- DIY digital lock with a code, which staff would be required to change daily.
- On going maintenance costs.
- The number of courts that can be played on per hour (2) and the charges, currently £2 per court per hour for children, £3.90 per court for adults, £3.20 for a mixed group (residents prices). Up to 4 persons can play on a court for the single court fee, per hour.
- The new pickleball court; this is not a third court, only two courts are available at one time.
- Court opening times.
- The current method of paying to use the courts, which is via grounds staff and wardens on the day, which has worked well up to now.
- Increasing usage of the courts, and various methods of booking online or by email etc.
- Club Spark system, which was developed in partnership with the Lawn Tennis Association and the associated costs for this.
- Tredegar Park tennis courts and the booking system used for their 6 courts (Club Spark).
- Other areas in Newport and the surrounding areas with tennis courts.
- Grants that other areas have received.
- Tennis court maintenance costs.

- Safeguarding criteria.
- Electronic payments, for which a transaction fee is payable.
- Advertising via social media.
- Concern that the high costs may not be needed to facilitate use of the courts, if the current method works.
- The relatively small number of residents using the courts, and the costs, which may not be justified.
- The value for money prices charged by the Community Council.
- Non-residents use of the courts and the slightly higher charge per court.
- Newport City Councils tennis court charges.
- The next meeting not being until September, which is after the summer school holidays, therefore any changes/decisions will not be made until near the end of the tennis season.

Members agreed to:-

- Advertise the courts via social media (Councillors Bowen & Lloyd agreed to do this).
- Look at various ways of online booking systems that may work for the shift patterns of the grounds staff and wardens.
- Consider lower quotes for gates (if available).
- Discuss this further in September.

7. **ACCOUNTS**

Accounts RCC

VODAFONE	
Broadband	£ 47.85
FUEL GENIE	
Van & machinery fuel	£ 295.05
OCTOPUS (May)	
Gas – hall/changing rooms, Electric – all buildings inc Glade Café	£ 292.76
REGEN AMENITY	
Gallup 360	£ 264.00
Winter sport/pitch marker	£ 625.00
TOUCHLINE	
Tennis courts/pickleball remarking	£11208.00
AMAZON	
Pickleball balls (resale)	£ 22.64
Pickleball paddles (rental)	£ 36.50
OCDCCDS	
Strip & reseal the hall floor	£ 990.00
AUTOSPARES	
Lance for pressure washer	£ 86.99

WELSH WATER	
6 monthly bill, water/sewerage for grounds and all buildings on site including Ty Du House	£1949.94
NEWPORT CITY COUNCIL	
Bins	£ 289.00
S. BOWEN	
Competition prize money	£ 210.00
Timpson's – plaque engraving	£ 15.00
T. CARTER	
Funky Pigeon – cards for school competition	£ 40.50
ZOOM	
Monthly fee	£ 16.79
SCREWFIX	
Grounds tools & sundries	£ 8.38
S. DAVIES	
Risca Builders – scalpings	£ 34.00
WH Surface Preparation – compactor hire	£ 42.00

Accounts JP

MARTYNS GARDENING SERVICES	
Monthly mowing & strimming Jubilee Park Phase 1 x 2, Phase 2 x 2 May	£3500.00
NATHAN EVANS	
Monthly accounts fee	£ 240.00
HANNABY PLANNING SOLUTIONS	
Revetment works	£2476.91
Revetment works	£3562.50
T. CARTER	
Voxi, JP phone (CA) April/May/June	£ 30.00
NEWPORT CITY COUNCIL	
Bins	£ 289.00
GRIFFITHS SIGNS	
Signage for Jubilee Park	£ 543.60

8. PLANNING

The Chairman reported on planning applications received from Newport City Council on behalf of the Interim Planning Committee.

Members discussed the planning application for Shopping Centre Thornbury Park – proposed conversion of one unit into two.

9. CONSIDERATION OF MATTERS

9.1 Risk Assessment & Asset Register 25/26

Members were in receipt of the Risk Assessment 25/26 (appendix 1) prior to the meeting and following consideration, this was approved.

Members were in receipt of the Asset Register 25/26 (appendix 2) prior to the meeting and following consideration, this was approved.

9.2 Jubilee Park Annual Report 24/25

Prior to the meeting members were in receipt of the Jubilee Park Annual Report 24/25 (appendix 3), which include the accounts as usual. The report and accounts were approved at the recent directors meeting.

The Clerk presented the report, and went through the annual accounts for the benefit of members, answering queries to their satisfaction.

The following was also discussed:-

- Maintenance fee collection.
- Debtors and time span before the debts are referred to the collections agency, then the solicitors, followed by court action.
- Debt advice provided on the reminder notices (previously approved)
- Fees that are added for non-payment (in accordance with the deed), and additional fees charged by the debt collection company and solicitors; not all solicitors and court fees are reclaimable by the company.
- The debt collection company's collection methods, which are unchanged since last reported to members, and in accordance with proper practices.
- There are a number of debtors (5) currently being referred for court action, who are long term non-payers.
- The methods of paying the bill, and the option to pay by 10 monthly instalments by standing order/bank transfer, which a large proportion of residents take up.
- The deed states the payment should be made in full in advance, however, the Jubilee Park (Rogerstone) Management Company Ltd., have provided an instalment option since 2017 to assist residents.
- The housing associations who pay the fee for their properties (not the tenant).
- Tenants in the private sector rentals do not pay the fee, it is the property owner that is liable.
- The deed of covenant, which all householders are aware of when purchasing a property.
- Maintenance work that has been undertaken for 24/25 and the planned work for 25/26.
- The revetment work, which is progressing.

Members approved the Annual Report as well as the collection methods discussed; the Report will be placed on the website as usual.

10. URGENT MATTERS

Derek Picken - British Empire Medal (BEM)

Members were pleased that Derek Picken, Chairman of RWCC, has been awarded a British Empire Medal (BEM) in the King's Birthday Honours list. Members were in receipt of an email from Derek thanking the Community Council for nominating him.

Liaison Meetings

Councillor B. Davies advised members that she was the only representative of Rogerstone Community Council at the most recent liaison meeting with Newport City Council, and members discussed the importance of being well represented at the meetings. At the last liaison meeting there was a presentation on the 'community boundary and electoral arrangements review', which members may have found interesting. Members were encouraged to attend future meetings.

Newport City Council –Bin Collections

Members discussed bin allocation and collections and in particular the larger bins available for bigger families; there is information on the City Councils website for residents.

Cefn Road – Car Park/Litter

Following discussion, the Clerk agreed to ask the staff to inspect the above area.

11. NEXT MEETING

The next meeting was agreed as 3rd September 2025 at 7pm.

The Allotment Working Group are meeting with tenants at 6pm on the 6th of August to progress matters.