

**Raglan Community Council**  
**Minutes of the Annual General Meeting held on Wednesday**  
**11 May 2022 Fellowship Centre, Usk Road, Raglan**  
**at 7.00 pm**

**Present**

Cllr Hazel Davies  
Cllr Lynne Eilertsen  
Cllr Penny Jones  
Cllr Richard Moorby

Cllr Pennie Walker  
Cllr Nick Ramsay (Chair)  
Cllr Martine Dorey

**5096 In attendance:**

Adrian Edwards, Clerk to the Council, Nicola Awni Clerk from the former Gwehelog Community Council.

**5097 Agenda 1: - Apologies for absence.**

Adrian Merrett

**5098 Agenda 2: - Report from the Chairman.**

**Adrian Merrett - Outgoing Chairman's Report 10<sup>th</sup> May 2022**

First of all, I would like to start by saying how much I have enjoyed being part of Raglan Community Council since I joined in the summer of 2018. The past 4 years have flown by and allowed me the privilege to not only be a member of RCC but to take on the role of vice chair, followed by chairman.

My intention for joining was quite simply to bring my skills, experience and passion for the village to the council in order to help achieve as much benefit to the parish as possible.

There was no political agenda or personal agenda, just an opportunity to contribute to doing some good in the village.

Those that know me well will know that I don't like bureaucracy; I just want to get the job done and get it done as swiftly and efficiently as possible!

Being part of RCC has enabled me to meet so many interesting people along the way and to develop some warm friendships. When I look back and reflect on what we have achieved together during the past 4 years, it does indeed give me an enormous sense of pride.

We created a new website and a new Facebook presence in order to improve communication with residents. Plus, as a result of Covid 19, we've all developed our own additional IT skills by learning how to hold our meetings via Zoom so that we could still manage our business as usual while staying safe in our homes with our families.

Over the past year or so, we've managed to refocus the spotlight on the road safety issues such as speed limits through the village, The treacherous "Frank Sutton" junction and the safe crossing of pedestrians to the castle. With continued drive and focus from RCC and the support from Monmouthshire County Council, I hope that action will be taken so that we can all enjoy a safer environment in and around the village.

We've managed to secure funding to purchase and install several defibrillators locally and this delivers a significant benefit to local residents and of course peace of mind should one be needed.

To encourage healthy living, we also invested in a selection of outdoor fitness equipment to benefit the community of Llandenny.

A highlight for me personally was being able to highlight the poor state of the MUGA to the leader of MCC and gain his commitment to repair and refurbish it then transfer its ownership to RCC for ongoing maintenance, thus restoring a valuable resource to the village of Raglan.

There have been challenges too. The biggest challenge I have had to face during my time as chairman has no doubt been the implementation of the boundary changes; a project conceived by Welsh Government without the consultation or involvement of the community council.

As a community council; a group of volunteers, we were placed in a position to deliver a program of activity that involved amongst other things, the closure of Gwehelog Fawr community council, the handover of its assets, documentation and the TUPE of its clerk.

Raglan also suffered the loss of many of its residents to Mitchel Troy, not to mention the enforced reduction in community councillors that RCC now has had to sustain.

In closing, Let's put everything into perspective.

As people, we often see our own individual problems as important. Of course, they are.

However, as we've all seen the tragic and desperate situation occurring as the war unfolds in Ukraine, we appreciate what we have here at home yet we do our best to help those in need.

I was very proud to lead the campaign on behalf of the community council to set up a collection point in the village so that our community could donate resources that could then be distributed by our friends in the church directly to where they were needed the most. The community response was completely overwhelming with The Beaufort ballroom becoming full of donations in just a couple of days.

It's great living in a community that can share its generosity at the drop of a hat and Raglan is definitely one of those places. It's been an absolute pleasure to serve on the community council and I would like to wish all the newly elected members success in the future

With kindest regards

Adrian

**5099      Agenda 3:** - Election of Chairman for 2022/23.

**Proposed:** by Cllr Leacock seconded by Cllr Eilertsen that Cllr Ramsay is elected as Chairman for  
2022/23

**Resolved:** that Cllr Ramsay is elected as Chairman.

**All those present agreed**

**5100      Agenda 4:** -Chairman to sign the Acceptance of Office.

Cllr Ramsay to sign the acceptance of office following the meeting.

**5101      Agenda 5:** - Election of Vice Chairman for 2022/23.

**Proposed:** by Cllr Moorby seconded by Cllr Jones that Cllr Leacock is elected as Vice Chairman for  
2022/23

**Resolved:** that Cllr Leacock is elected as Vice Chairman.

**All those present agreed**

**5102      Agenda 6:** - To note the minutes of the AGM held on Wednesday 26 May 2021. (Minutes agreed as an accurate record in the June 2021 meeting)

The minutes were noted, and it was agreed the minutes were signed and agreed as a true and accurate record at the June meeting in 2021

**All those present agreed**

**5103      Agenda 7:** Adopt the Community Council Constitution inclusive of the "Members Code of Conduct, Standing Orders and Finance Regulations, Risk Assessment and all other community council policies". These documents are on the Community Council website for members to consult due to its size for printing.

The clerk gave an explanation to members. All those members present were provided with copies of the Code of Conduct, Standing Orders, Finance Regulations, Policy for the use of Personally Owned Devices and the Members and Staff Training policy:

Proposed by Cllr Eilertsen seconded by Cllr Moorby that these documents are accepted.

**All those present agreed**

Draft minutes submitted to council 25 May 2022. The minutes of a preceding meeting have been served on the Community Councillors with the agenda to attend the meeting at which they are due to be approved for accuracy, they shall be taken as read. Re SO

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**5104**      **Agenda 8:** - To receive amended register of members interests since the previous AGM. (Copy attached)

Several members have completed and returned the individual member declaration forms. Members who have not yet returned their forms were reminded to return them.

**All those present agreed**

**5105**      **Agenda 9:** - To confirm the dates for the next twelve months Community Council meetings (the fourth Wednesday in the month)

It was confirmed the meeting dates will be convened on the 4<sup>th</sup> Wednesday of the month apart from August and December 2022.

**All those present agreed**

**5106**      **Agenda 10:** - To agree a remuneration payment to members, under the Local Government (Wales) Measure 2011, for Community and Town Council members, and, whether and how to recover any payments made to a member who leaves their role during the financial year

Members agreed and accepted the recommendations of the Remuneration Panel and the Community Council's Policy regarding recovery.

**All those present agreed**

**5107**      **Agenda 11:** - The Council shall appoint a Data Protection Officer in line with standing orders

A discussion took place. After some debate it was

**Proposed:** by Cllr Moorby seconded by Cllr Ramsay that Adrian Edwards, the Clerk becomes the DPO

**All those present agreed.**

**5108**      **Agenda 12:** - Confirm that all Councillors are members of the Finance & Tenders Committee and agree to form further Committees if and when required.

**Proposed:** by Cllr Dorey seconded by Cllr Jones

**All those present agreed**

**5109**      **Agenda 13:** - Appointment of Allotment and Dog-Walk Committee-4 members plus three current tenants.

Cllr's Leacock, Eilertsen, Dorey and Walker. The committee will also include two representatives from the Allotment tenants.

**5110**      **Agenda 14:** - Nominations to other Bodies.

14.1 Raglan School Governors.

A discussion took place with a range of views being expressed by members. It was noted that members of the Community Council would like to arrange quarterly meetings with the Head Teacher and Chair of Governors. There was also some discussion on the representation of Monmouthshire County Council on the school governing body. It was explained that the ward members no longer sit on the school governing body.

After some debate it was:

**Proposed:** Cllr Ramsay is co-opted onto Raglan School Governing body if quarterly meetings cannot be arranged.

**All those present agreed**

14.2 One Voice Wales area group meeting (2 Members).

Proposed: The Chair and Vice chair

**All those present agreed**

14.3 Community, forward planning, and community plan committee including the Community Led Plan. (4 members).

After some debate it was:

Proposed: Cllr's Eilertsen, Jones and Walker plus one other when the Community Council has a full complement of members.

**All those present agreed**

14.4 Project/s committee (4 members) Consider inviting individuals with an interest or knowledge of a project. (Max 3).

After some debate it was proposed that this committee will be convened as and when required

**All those present agreed**

14.5 Co-opted member to Raglan Village Hall Association Committee (1 Member).

After some debate it was

**Proposed:** Cllr Dorey would be nominated to sit on RVHA committee.

**All those present agreed**

14.6 Complaints Panel members (Min of three),

After some debate it was:

**Proposed:** This committee will set up as and when required

**5111 Agenda 15: - To accept the Statement of Accounts for year ended 31 March 2022.**

Draft minutes submitted to council 25 May 2022. The minutes of a preceding meeting have been served on the Community Councillors with the agenda to attend the meeting at which they are due to be approved for accuracy, they shall be taken as read. Re SO

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This item was deferred to the next meeting

**5112**      **Agenda 16:** - Confirmation of Council Cheque Signatories.

**Proposed:** that Cllr's Moorby, Ramsay, Dorey and Eilertsen, be cheque signatories.

It was agreed the Clerk would meet members at the Bank, to become signatories.

**Resolved:** that the above members are Council cheque signatories.

**All those present agreed**

The chair asked if there was any other business.

The Clerk explained that this is an AGM and any other business isn't part of this meeting, it is just specific to agenda items.

**This part of the meeting was concluded 19:47**

The Clerk asked the Chair if a matter relating to personnel, can be considered as a matter of urgency, and included as an additional agenda item. This was agreed.

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Under the Admission of public bodies (Admission to Meeting) Act 1960 of meetings of local authorities and other bodies.

It was resolved to exclude members of the press and public from a meeting of the council during this item of business.

**MINUTE REDACTED**

**5113**      The Chairman then thanked everyone for attending. The meeting closed at 20.06 hrs.

The date of the next AGM meeting 24 May 2023

Signed by \_\_\_\_\_

Chairman  
Date 25 May 2022

Please note: these minutes are a summary of the above meeting, and a record of the decisions or resolutions moved. These minutes are not to be taken as a verbatim record of the meeting.

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