

**Raglan Community Council**  
**Minutes of the Ordinary Meeting held on Wednesday**  
**27 April 2022. This meeting was convened at the Fellowship Centre,**  
**Usk Road, Raglan**  
**at 7:00 pm**

**Present**

Cllr Charlotte Exton  
Cllr Lynne Eilertson  
Cllr Adrian Merrett (Chair)  
Cllr Hazel Leacock  
Cllr Penny Jones

Cllr Richard Moorby  
Cllr Helen Tilley  
Cllr Brian Willott  
Cllr Sylvia Price

**5084 In attendance:**

Adrian Edwards, Clerk to the Council

One member of the Public

The chair addressed the meeting and thanked everyone for their support over the last year and he thanked everyone for representing Raglan and the wider community. He explained that he has found local government and the process frustrating, but the Community Council have made small strides forward during the last two years despite the Covid virus. The chair wished everyone the very best in the forthcoming elections.

Cllr Sylvia Price thanked everyone for their support, the chair asked Cllr Price how long she has been on the council, and it was thought around two decades. Cllr Price also thanked the Clerk for all his work and guidance he has shown her and the Council over the last ten years.

Cllr Brian Willott also thanked everyone for their help and assistance since the last elections. He agreed with the chair that it can be frustrating. He explained that he became chair in the first year after the elections and needed to learn the workings of local government. He also thanked the Clerk for his help during his period in the chair.

Cllr Penny Jones also thanked everyone for their help that everyone has shown her during the pandemic and over the last five years.

**5085 Agenda item 1:- Apologies for absence**

Cllr Dave Bevan

**5086 Agenda item 2:- Declarations of interest.**

Cllr Leacock explained that she will declare an interest with anything relating to the Raglan Festival. No declarations of interest were submitted, but members will make a declaration when and identified under the relevant minute.

**5087 Agenda item 3:-** To receive and adopt the minutes from the Ordinary meeting, held on 23 March 2022

**Proposed:** by Cllr Tilley seconded by Cllr Leacock that the minutes are accepted.

**All those present agreed**

**5088 Agenda item 4:-** Matters to report.

The chair went through the minutes, minute by minute. The chair informed the meeting that he had been in contact with the Royal Mint relating to the celebration of the Queen's Platinum Jubilee. There was some discussion about the MUGA. He also explained that there have been several meetings relating to the boundary changes and TUPE transfer. The Clerk explained that any minutes from the Gwehelog Community Council meeting that was been convened this evening will have to be noted, as no-one from this council is in attendance.

Cllr Jones explained that Pen-y-clawdd was spelt incorrectly.

The chair explained that he will present a report to the next meeting, and he will send it to the Clerk to distribute before the next meeting. The Clerk explained about the process if the chair is not successful in the elections. The current chair will attend the meeting and invite nominations for the chair and the chair will vacate the chair's position and the new chair will preside over the meeting.

The chair invited the member of the public to address the meeting. The member of the public explained that he had become the chair of Raglan in Bloom at their last AGM. He explained that the former chair stood down after 35 years as Raglan in Bloom chair, along with being a member of Raglan Community Council and other organisations in the village. He asked if the Community Council could consider awarding an achievement award for services to the community.

It was explained that the Community Council are proposing to attach a defibrillator to the external wall of the Fellowship Centre. It was asked if the defibrillator unit could be installed somewhere around the Prince Charles Road/Close area. There was some discussion about the location and a range of views being expressed by members. It was explained that consideration could be given to a dwelling that could accommodate a unit like this. After some debate it was:

**Proposed:** that a location should be sought and agreed with a property owner or MHA

The Clerk asked members if they could recall awarding a grant for a defibrillator at Kingcoed. It was explained that they do not have a bank account and a constitution. It was explained that the local group have fundraised for the cabinet

and are in agreement that this money could be forwarded to the Community Council and the Community Council installs the defibrillator in an appropriate location.

**Resolved:** to accept the changes.

Cllr Tilley explained that Llandenny Village has a defibrillator, and it was thought that it has not been registered. The Clerk explained if the location could be forwarded to him, he would ask for the unit to be registered via One Voice Wales coordinator.

The member of the public explained that WAST have amended the systems and some of the defibrillator units have not been transferred over, and not all the defibrillator units have dedicated people or residents to look after them and report any improvements required. It was asked if the Community Council could be that organisation in the Raglan Community Council area as the Community Council is permanent.

The member of the public left the meeting at 19:38

**5089 Agenda item 5:-** To consider any reports or information relating to the Transfer from Gwehelog Community Council

The chair gave those present some background information following the meetings that he has attended over the last several months. The Clerk explained that he forwarded papers the Community Council received from the Clerk at Gwehelog Community Council. Cllr Jones explained that she has found that residents have no idea that the changes were going to be made.

It was explained that Monmouthshire County Council explained that they were going to inform residents about the changes and letters were going to be sent out to every household, but it clear that has not happened. A discussion took place with a range of views being expressed by members present.

Concerns were expressed that the papers have been issued without Raglan Community Council have any input into the process.

One member asked if the Community Council are convinced that something has not been missed during the process. It was asked are there any safeguards in place to protect the Community Council against any financial matters that have not been included in any of the papers or negotiations.

The chair explained that the Community Council have tried to convene meetings and there has been push back and he explained that he has made representations about getting help from outside consultants to help with the process. It was explained that the TUPE process will need to take place and further discussions will need to take place with the new council after the elections.

The chair explained that there will be a financial implication on the budget if the Community Council will need to consider any redundancies if that is a requirement. The Community Council have not included in the budget extra costs revolving around the TUPE of other staff from another Community Council.

It was explained that the Community Council will need to pay for the audit of Gwehelog Community Council accounts, which will include the internal and external audits. One member stated no-one has explained why the staff member from Gwehelog Community Council transfers to Raglan Community Council and not Llanarth Community Council.

It was indicated that this information cannot be found in any TUPE regulations. The Clerk explained to members that they will be mindful of the number of reports that have been presented over the last two years, highlighting concern and the due process that would need to be followed so due diligence was followed.

He explained that a number of meetings have been suggested and have been rejected by one or another Community Council for what ever reason. One member asked about the increase in the precept with the properties that are transferring from Gwehelog to Raglan. The Clerk explained that it's been reported in several reports about the increase in the precept for those properties. It was noted by one member that Gwehelog Community Council have not increased the precept for several years.

**Resolved:** to note the papers received from Gwehelog Community Council on the grounds that Raglan Community Council have had no input into the content or the conclusion of the residual funds.

**5090      Agenda item 6:-** To note all correspondence sent to members electronically since the last meeting

Members noted the correspondence that the Clerk had sent to members.

The Clerk informed members who are standing down following the elections, their email addresses will be closed on the 4 May at 23:59 hrs. Therefore, if any member has emails that may be personal those emails will need to be transferred, as they want to be retrieved after the account is closed.

**5091      Agenda item 7:-** To agree all payments made by the council

Date	Payment to	Amount	Cheque
23/3/22	Clerks' reimbursement (paid)	32.04	2251
23/3/22	St-Martins Church (paid)	500.00	2252
23/3/22	Reimbursement for stamps (paid)	20.40	2253
31/3/22	HMRC	19.37	2254
31/3/22	Clerks pay award (21/22)		2255
27/4/22	Mr Flag	155.71	2256
27/4/22	Dorrell Oliver Ltd (Accounts)	360.00	2257
27/4/22	Karl Davies	220.00	2258
27/4/22	Vision ICT (website and emails)	592.36	2259
27/4/22	Raglan Festival	5,000.00	2260
27/4/22	Merlin Waste	210.00	
27/4/22	St-Martins Church (replacement Cheque 2252)	500.00	
27/4/22	Royal Mint	816.50	
27/4/22	Raglan in Bloom (Grant)	500.00	
27/4/22	Clerks April salary		
27/4/22	HMRC		

Members noted all the payments as appropriate during remote working conditions since the last meeting made on the list provided.

**Proposed** by Cllr Price seconded by Cllr Merrett

There was some discussion over the installation of the cross-street bunting. It was explained that Monmouthshire County Council DSO would like Monmouthshire County Council Highways to ask if parking could be restricted for one day. After some discussion the chair will ask a contractor, he knows to install flags.

**5092 Agenda item 10:-** Reports from the County Councillor

Cllr Jones gave members a general verbal report only.

**5093 Agenda item 11:-** Reports from members on outside bodies

No reports received

**5094 Agenda item 12:-** To confirm the date of the next meeting 11 May 2022

A number of members raised matters that were not on the agenda for discussion. If members would like to have these items placed on the agenda, they will need to contact the Clerk.

**5095** No other business was discussed, and the Chairman thanked everyone for attending. The meeting closed at 20:32 hrs.

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

Chairman

Date 11 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.