

Raglan Community Council
Minutes of the Ordinary Meeting held on Wednesday 27 November 2024.
This meeting was convened at the Fellowship Centre on Usk Road.
at 7:00 pm

Present

5620	Cllr Richard Moorby Cllr Penny Jones Cllr Susan Harrington	Cllr Nick Ramsay (Chair) Cllr Lynne Eilertsen Cllr Hazel Leacock
-------------	--	--

5621 In attendance:

Adrian Edwards, Clerk to the Council.

Several members of the public.

5622 Agenda item 1:- Apologies for absence

Cllr Martey Dorey

5623 Agenda item 2:- Declarations of interest.

No declarations of interest were submitted, but members will make a declaration when and identified under the relevant minute.

5624 Agenda item 3:- 15 minutes set aside for Community interaction and members of the community to ask the Chairman or the Council questions of local interest. Any questions should be relevant to the agenda and submitted to the clerk 3 working days before the meeting.

The Clerk informed the Chair that he had received a request to address the council. The Chair invited any member of the public to address the meeting.

One member of the public asked a number of questions relating to the following.

- Plans for consultation on the Councils response to the RLDP (Revised Local Development Plan)

Following the question there was some discussion relating to the current RLDP. The clerk explained that the Community Council have discussed the RLDP since it was first published. He explained that the RLDP has been in the public domain since 2018. The Clerk also explained that several reports have been published to past and current elected members since 2018.

- Plans for consultation on the Councils response to the SWTRA report on the A40 junction.

It was explained that the Community Council hadn't formally received a copy of any report from Monmouthshire County Council or Welsh Government or their agents

- Update on the discussions around crossing Raglan High Street.

It was explained that an on-site meeting had been convened with Monmouthshire County Council. Officers will investigate if it would be possible to improve safety on the High Street.

Another resident made a statement that the Memorial belonged to the Community Council. The resident explained that he was a former Councillor and he was one of a collective of Councillors who installed the Memorial. It was explained that the Memorial is not part of the Community Council's assets.

5625 Agenda item 4:- To receive and adopt the minutes from the Ordinary meeting, held on 23 October 2024

Proposed: by Cllr N Ramsay seconded by Cllr R Moorby that the minutes are accepted.

All those present agreed

5626 Agenda item 5:- Matters to report.

No matters to report

5627 Agenda item 6: To consider any Police reports from Gwent Police

No matters to report

5628 Agenda item 7:- Safe crossing in Raglan High Street (update)

This was discussed under Agenda Item 3 and the verbal report from the Clerk.

5629 Agenda item 8:- Clerks reports verbal or written.

- a. An update relating to the Memorial and the inclusion on the Councils asset register (Clerk)

The Clerk read out a report relating to the ownership of the Memorial and the land it stands on. The clerk's report is attached at the end of these minutes. (Resolved to place an advert in the press)

- b. Consider the report received relating to the A40 in Raglan (Clerk)

The Clerk read out a report relating to this item. The clerk's report is attached at the end of these minutes. (Report Noted)

A resident requested that he wished to take part in the meeting. It was explained that the Community Council has an agenda item for public participation. It was explained that the Local Government Act and

Elections (Wales) Act 2021, is a supplementary document, that supports several other Local Govt documents, that C&TCs must adhere to, where the Community Council provides time for members of the public to address the council and items on the agenda.

It was explained that there is an item included on the agenda allowing members of the public attending a meeting or part of a meeting of a community council which is open to the public to address the meeting. The person presiding over the meeting must give members of the public in attendance a reasonable opportunity to make representations about any business to be transacted at the meeting, unless that person considers that doing so is likely to prejudice the effective conduct of the meeting. The Clerk explained that Agenda item 3 where 15 minutes are set aside for Community interaction and members of the community to ask the Chairman or the Council questions of local interest.

The Clerk read out several other reports.

- c) Christmas Trees and Decorations (proposed the Clerk contact Monmouthshire County Council)
- d) Council membership (no resolution proposed)
- e) Monmouthshire County Council RLDP (Resolved to convene a public meeting ASAP)
- f) Remembrance Service in Raglan (Proposed that Cllr's will undertake the relevant training)
- g) Road safety in Raglan Village High Street (Report noted)
- h) A40 Raglan Bypass - Safety Study
- i) Update relating to Wales Audit. (Report noted, this report is private at this stage)

The clerk's reports are attached at the end of these minutes.

5630 Agenda item 9:- Consider any Planning Applications received before the meeting.

The following planning applications were presented to elected members for consideration.

9.1 The Poplars Farm Pant Y Rheos Road Gwehelog, DM/2024/01366.

After some discussion, it was resolved: to offer no objection to this application.

9.2 Land Off Usk Road (To Rear of High Street) DM/2024/00345

After some discussion, it was resolved: to offer the same observations made on the first application before the amendments presented to the LPA.

9.3 To consider the RLDP and following minute 5565 (Clerk)

The Clerk explained that the report has been presented to elected members current and past. The last report was under minute 5565.

After some discussion it was proposed that the Community Council convene a public meeting to allow residents to address the council with their observations or concerns.

5631 Agenda item 10:- Consider the receipt of invoices and payments made.

Date	Payment to	Amount	Cheque
27/11/24	Nick Ramsay (Cllr) Office allowance	52.00	2512
27/11/24	Hazel Leacock (Cllr) Office allowance	52.00	2513
27/11/24	Martine Dorey (Cllr) Office allowance	52.00	2514
27/11/24	Lynne Eilenster (Cllr) Office allowance	52.00	2515
27/11/24	Penny Jones (Cllr) Office allowance	52.00	2516
27/11/24	Richard Moorby (Cllr) Office allowance	52.00	2517
27/11/24	Susan Harrington (Cllr) Office allowance	52.00	2518
27/11/24	Royal British legion (Wreaths)	187.50	2519
27/11/24	Merlin Waste (Oct service)	241.92	2520
27/11/24	Raglan Baptist Church (hall hire Oct, Nov & Dec)	60.00	2521
27/11/24	Lyn Llewellyn (replacement cheque for 2492)	325.00	2522
27/11/24	Clerk's reimbursement for travelling	11.25	2523
27/11/24	Clerk's reimbursement for travelling	11.25	2524
27/11/24	Clerk's reimbursement for travelling	18.00	2525
27/11/24	Clerk's Nov Salary		2526
27/11/24	HMRC		2527
27/11/24	Raglan Junior AFC (replacement cheque 2493)	1874.41	2528

All the above was noted and it was resolved to pay the above

5632 Agenda item 11:- Consider any correspondence received and forwarded prior to the meeting.

The correspondence that was presented to all members prior to the meeting was noted and no further action required

5633 Agenda item 12:- Reports from the County Councillor

Cllr Jones gave a verbal report relating to a number of items, and Cllr Jones explained that most of her reports have been addressed earlier in the meeting.

5634 Agenda item 13:- Reports from members on outside bodies

Cllr Susan Harrington had no further updates relating to the Old School.

5635 Agenda item 14:- To confirm the date of the next meeting 11 December 2024

The date was agreed

5636 Signed by _____

Chairman

Date 11 December 2024

Update to: - Raglan Community Council
Subject: - Christmas Trees and Decorations

Report: - by the Clerk

Date: - 27 November 2024

This report is following the contractors that were on site yesterday (26 Nov).

I received a telephone call yesterday afternoon from the MD of City Illuminations, explaining that they were unable to install the icicles that cross the High Street. He explained that the installers asked if they could fix the lights and were informed that Tesco's have no access to the upper floors of the building, and they understand the building had been sold, to a third party.

Following this conversation, I contacted the Chair to see if he was able to contact the owner of the building, but was only able to speak to staff in Tesco's. The Chair contacted me and explained that he was told that the building had been sold and they would try to contact the current owner.

Last year, the Community Council purchased a tree for the Ship and the Church Festival market, The Ship owners gave the Clerk the size of tree they wanted, but then cut over 5 feet (1.5m) of it. The Community council purchased Christmas decorations for this tree, but the former landlord has never returned them.

Therefore, it seems very unlikely the village will have Christmas Illuminations across the High Street in 2024.

In Conclusion:

If it is unlikely to get a power connection, the Community as several options.

1. Purchase several smaller trees to go in the High Street and the Square.
2. Seek an alternate power supply from one of the other businesses in the village.
3. Try to find an alternative decoration to go across the High Street that's not illuminating.

The Clerk is looking for some guidance on this matter from elected members.

Author: The Clerk to Raglan Community Council

Action:

No resolution made by those present;

Update to: - Raglan Community Council
Subject: - Council membership
Report: - by the Clerk
Date: - 27 November 2024

This Clerks report is to highlight the concerns the Clerk has about the elected members that represent the community of Raglan United Community Council, since the boundary consultation prior to the elections in May 2022.

Since the elections in May 2022 the effectiveness of the Community Council, with only 9 seats is not sufficient to undertake the day-to-day operations of Raglan Community Council. With the reduction of councillors from 11 to 9 and the current situation Raglan Community Council finds itself in with 2 vacancies, means the Council only has 7 active members. The Community Council has had one vacancy since the elections in May 2022.

Over the last number of weeks, I have received a request from the head of legal at Monmouthshire County Council following a request from the Standards Committee asking how many elected councillors have attended Code of Conduct training since May 2022. (This request was sent to all C&TCs in Monmouthshire). Currently, no members of Raglan Community Council have attended COC training or any other training since the elections in May 2022.

Boundaries.

The inclusion of Gwehelog within the Community Council boundaries has had a minimal impact on the day-to-day operations of the Community Council. The greatest impact is Councillor membership, affecting meetings and representation of the community. The current workload with only 7 councillors currently is more on lower numbers. Members are aware that since the elections in May 2022, there have only been several meetings where all those elected or coopted members have attended.

Elected members will be aware from information that has been forwarded on, regarding the number of Clerks who are resigning. There is no evidence the resignations relate to the boundary changes, but it can be assumed it relates to the increase in the workload. However, it is recognised that since that time, there have been significant additional demands on Clerks, from the implementation of the 2021 Act. NALC, OVW and SLCC strongly advise that the starting salary of a Clerk to the Council should, as a minimum, be paid in accordance with the agreed scales linked to the ranges of a Clerk. It has been recommended councils should consider adding at least 15% to the previously suggested hours.

NASL, OVW and SLCC has stated that over the past few years, the sector has been facing an unprecedented challenge in attracting and retaining Community and Town Council Sector Clerks. NASL, OVW and SLCC research indicates that there are many reasons for this, including:

1. The increasing workloads and demands of the job
2. Salary levels failing to keep pace with these demands
3. Paid working hours not matching actual working hours
4. The poor (perceived) 'clerical' status of the role
5. Regular evening work creating a difficult work/life balance for those with family/caring responsibilities
6. Poor induction and support for on-going training
7. A general lack of appreciation of the post holder

The above are just some instances but are not limited to those above.

As the Proper Officer of Raglan Community Council, I must highlight and express concern that the Council will get to the point that meetings may not be quorate to undertake the responsibilities bestowed on it by legislation. Since the introduction of the new boundaries and the changes that all councils need to comply with have put a more demands on the administration and requirement to provide more statutory information to a number of agencies on behalf of Welsh Government and the Wales Audit Office.

In conclusion:

1. The current cohort will need to consider how to get residents involved with the Community Council to fill the current vacancies.
2. To formally contact the Monitoring Officer at Monmouthshire County Council to express concern regarding the recommendations which were made by MCC's boundaries panel. Raglan Community Council have worked with the changes but it can be said that the reduction in Council seats is not working.
3. Consider the amount of administration work that has increased for the Clerk and consider the recommendations of NALC, OVW and SLCC.

The above information is to update elected members for the record.

Author: The Clerk to Raglan Community Council

Action:

No resolution made by those present;

Update to: - Raglan Community Council
Subject: - Monmouthshire County Council RLDP
Report: - by the Clerk
Date: - 27 November 2024

This report is following Monmouthshire County Council's public consultation following the Deposit stages of its Replacement Local Development Plan (RLDP) for the period of 2018-2033. Elected members of Raglan Community Council will be aware that a number of reports have been provided during this time.

Elected members will recall that the Clerk presented a report in February 2020 relating to proposed Candidate Sites and the second call for candidate sites that will run alongside the Preferred Strategy consultation that took place in Spring/Summer 2021. In advance of this, Monmouthshire County Council offered other Candidate Site Advice Service for potential sites that could be considered for inclusion in the RLDP. This service run from the 4th January 2021 until the close of the second call for candidate sites in Spring /Summer 2021.

Elected members would be aware this was deferred following the outbreak of the pandemic. Monmouthshire County Council provided further details of this service which was available via a link at: <https://www.monmouthshire.gov.uk/planning-policy/candidate-sites/>

The RLDP was placed on the agenda for the July meeting under agenda item 13 and minute 5565. The proposal for discussion was presented for elected members to consider Monmouthshire County Council RLDP.

Minute: The Clerk invited members to consider the ongoing Revised Local Development Plan (RLDP) *There was some discussion over the development of the village relating to the proposed RLDP. The Clerk explained that the proposed candidate sites that the land owners may not wish to develop the site. The Clerk explained the land will remain on the register if the land is included in the adopted LDP. If this is the case, it would be difficult to make any objection to any Planning applications submitted, if the land is included in the LDP.*

At this moment, the Community Council have not made a formal response to the RLDP. The Community Council have not actioned any views as several elected members have expressed the view that Monmouthshire County Council will be consulting and there isn't a need for Raglan Community Council to duplicate the consultation.

In conclusion:

1. Is it elected members view to make a formal response.

2. What format will this response be
3. Public consultation; the consultation will need to be presented by the 16 December; therefore, the Community Council will have 19 days including weekends.
4. If elected members wish to undertake a consultation, what form of consultation is the Community Council going to take.
5. This report is inviting elected members to provide direction and the way forward.
6. The 3 principles of the RLDP are set out below;
 - Principle 1 – The level of sustainable transport and accessibility in and around settlements
 - Principle 2 – The availability of local facilities and services in and around settlements
 - Principle 3 – The level of employment opportunities in and around settlements

Elected members must be mindful that the RLDP will allocate land for sustainable development, designate land for protection and contain policies to provide the basis for decisions on planning applications. Some elected members have said previously that there are a number of candidate sites where the current landowners do not intend developing the site. That may be the case, but if a candidate site is included, the site will be included if the Planning Inspector agrees with the draft proposals submitted by Monmouthshire County Council Planning Dept.

The above information is to update elected members for the record.

Author: The Clerk to Raglan Community Council

Action

Resolved to convene a public meeting ASAP

Update to: - Raglan Community Council
Subject: - Remembrance Service in Raglan
Report: - by the Clerk
Date: - 27 November 2024

This report is to provide elected members with an update following the Service of Remembrance on the 10 November.

Following the Service, several people come up to me and asked why the roads were not closed and some said the roads should have been closed. On a personal note, I wouldn't disagree, but over the last twelve months it has become apparent that the person who applies for the temporary road closure need the following:

- ❖ Complete a road closure application along with a Traffic Management (TM) plan.
- ❖ Trained persons (Chapter 8 Trained etc) to assist with Traffic Management arrangements.
- ❖ Event marshals will be required. Gwent Police are no longer involved in any traffic management on Service of Remembrance days
- ❖ Personnel would also need to attend Terrorism training.

The Community Council only has several road closure signs, the cones provided are not the Community Councils.

Therefore, going forward for next year, the Community Council will need to consider all of the above and also identify which councillors will undertake the above.

The provision of road cones and where these items are going to be stored also needs to be decided

Author: The Clerk to Raglan Community Council

Action

Resolved; that Cllr's will undertake the relevant training to support the Remembrance Service 2025

Update to: - Raglan Community Council
Subject: - Road safety in Raglan Village High Street
Report: - by the Clerk
Date: - 27 November 2024

This report is to provide elected members with an update following the last Council meeting. Following the last meeting, a meeting was convened with an officer from Monmouthshire County Council Highways Dept on site.

Not all elected members attended that meeting. Those elected members in attendance, expressed some thoughts and concerns, that have also been expressed by pupils from the school and a resident from Raglan.

The officer explained that he would ask the Highway Planners to draw up a proposal plan for consultation with elected members. It would then be for elected members to consider the consultation process with residents.

At this stage, elected members must be mindful that Monmouthshire County Council have not agreed that any improvement works will not be undertaken for a number of reasons;

1. Impact on the High Street
2. Highway improvements programming
3. Budget restraints
4. Design is acceptable.

The estimated timeline could be around ten weeks, but this will be dependent on officer's workload.

The above information is to update elected members for the record.

Author: The Clerk to Raglan Community Council

Action;

Resolved to note the report.

Update to: - Raglan Community Council
Subject: - Memorial ownership and repairs
Report: - by the Clerk
Date: - 27 November 2024

This Clerks report is to provide an update and for elected members to consider the following options.

It was agreed during the September meeting minute 5587 that the Community Council undertakes the remedial works to the Memorial area. After taking some advice, all be it verbal advice, the Community Councils elected members need to be mindful, about spending public money on something that's not on the Community Council asset register.

As the RFO to Raglan Community Council, I have a duty to bring this to elected members attention. Elected members may disagree with this, and this report is for elected members to formally resolve this matter. All those present at the meeting will be asked to move a resolution with a recorded vote.

Going forward in decades to come, the Community Council will need to be confident of ownership, therefore its recommended that a public notice is placed in the Gazette. The Gazette provides a permanent, official public record of important statutory and non-statutory notices. There will also be a need to place public notices in the local press and on local notice boards, that the Community Council are intending to take ownership of the Memorial and the land where the Memorial stands, due to there being no formal evidence of ownership.

In conclusion:

1. The Community Council issues a public notice relating to the ownership.
2. The elected members may agree to disagree with 1 above, and accept any direction from any council auditor or a challenge by a third party
3. The above information is for direction from elected members.

Author: The Clerk to Raglan Community Council

Action;

Resolved to place an advert in the press

Update to: - Raglan Community Council
Subject: - A40 Raglan Bypass - Safety Study @ Monmouth Road.
Report: - by the Clerk
Date: - 27 November 2024

This Clerk's report relates to the A40 Raglan Bypass - Safety Study that was undertaken by South Wales Trunk Road Agency (SWTRA).

In the first instance, I must bring to the attention of all elected members that Raglan Community Council have not formally been informed of the said A40 Raglan Bypass - Safety Study.

This Clerk's report needs to be read in conjunction with A40 Raglan Bypass - Safety Study. Sent to elected members by Cllr Penny Jones. In the first instance it's disappointing that Raglan Community Council as a Public Consultee have not formally been included in the proposed consultation. Therefore, elected members need to consider that Raglan Community Council at this stage have not been consulted, and is it Raglan Community Council business to convene a meeting?

Members will recall that a meeting was convened with political leaders from Westminster, the Senedd and Monmouthshire County Council along with officers from Welsh Government (WG) Highways and their agents and officers from Monmouthshire County Council.

It's also noted that the first study was undertaken on 22/11/2023 and the second Safety Study was signed off on 05/06/2024. If the Safety Study wasn't emailed to all elected members of Raglan Community Council on the 14 November by County Councillor Penny Jones, Raglan Community Council wouldn't have been informed.

Again, this is disappointing that Raglan Community Council has not been given the opportunity to formally consider the proposals, included in the Safety Study that was signed off on the 05/06/2024.

The Safety Study was prepared on behalf of SWTRA to investigate Highway safety issues, and potential interventions to address these, at Monmouth Road / Groesenon Road on the A40.

It's interesting to note that Welsh Government (WG) had previously identified a Highway safety issue also identified by SWTRA in this Safety Study. WG and Monmouthshire County Council have previously identified a mitigation scheme for stopping right turns at the A40 from Monmouth Road junction.

This proposal was agreed as Monmouthshire County Council Highways Dept published the draft orders, but elected members will recall, members from Sustrans objected to the proposals. Members may also recall the Community Council received a proposal on the 13 May 2023 that a local member of Sustrans suggested a cycle lane, East Bound from Raglan Castle junction to Groesenon Road on the A40, but no

proposals were made as to how cyclists were going to cross from Groesenon Road junction, to the National Cycle Network Route 423 to Raglan.

It's noted the study reported that two pedestrians crossed the inter-junction between Monmouth Road and Groesenon Road during the surveyed period, and three cyclists crossed during the surveyed period.

From the study the number of vehicle movements were recorded.

- 72 right turners have been recorded from Groesenon Road
- 73 from Monmouth Road during the peak hours, with a total of 873 and 613 across the 12-hour survey period respectively
- 13 vehicles undertook U-turn manoeuvres in **any given hour** and a total of 94 across the surveyed period.
- The Annual Average Daily Flows have indicated that traffic movement along the A40 was up to **13,500 traffic movements per day**. The study has indicated that 850 traffic movements (AM) in an eastbound direction and up to 925 traffic movements (PM) in a westbound direction during the peak hours.
- The HGV percentage of all movements at the A40 junction is around 12%.
- 12 buses travelled through the Raglan Interchange in a northbound direction and 20 travelled through the junction in a southbound direction. This includes school buses, scheduled bus services, as well as those accessing Raglan Castle.

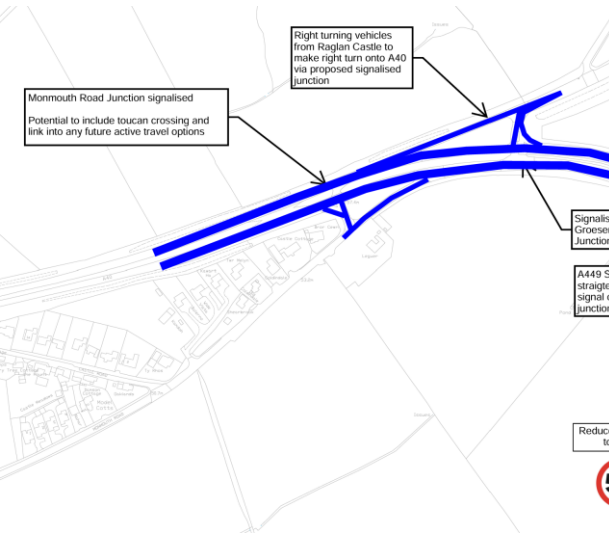
The previous sections have demonstrated that there are the following safety issues at the Raglan Interchange:

- Right turn manoeuvres occurring over the dual carriageway.
- Stacking capacity for right turning movements is not sufficient for larger vehicles.
- Pedestrian usage of junction without appropriate infrastructure provision.
- High vehicular speeds along the A40.
- Proximity of A449 / A40 slip roads to Raglan Interchange with a substandard weaving distance.
- U-turning movements occurring between A40 Westbound and A40 Eastbound carriageways utilising Groesenon Road.

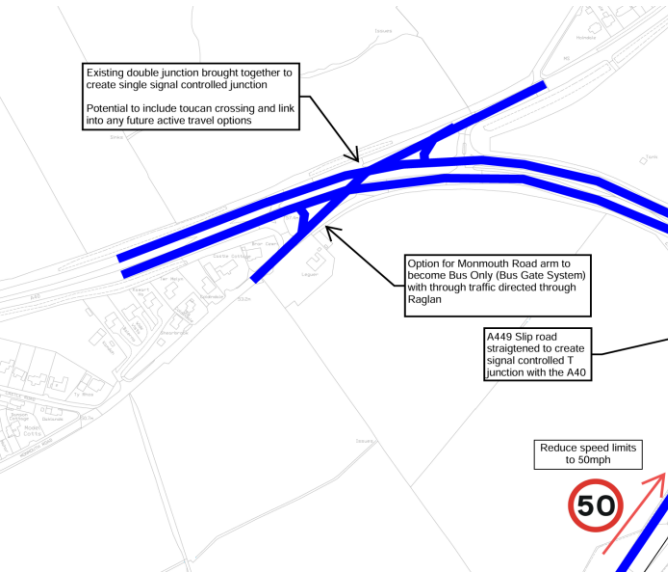
I have attached the proposals that were included in the A40 Raglan Bypass - Safety Study on the 05/06/2024.

Members will be able to consider an enlarged and more detailed document that was sent by Cllr Penny Jones on the 14 November 2024.

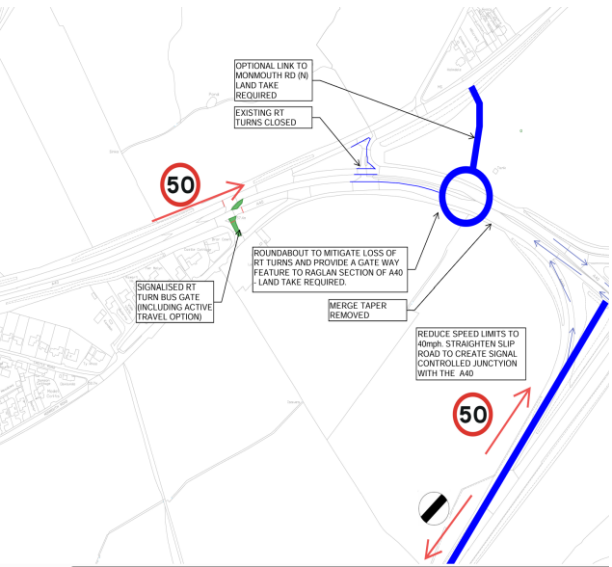
Option A



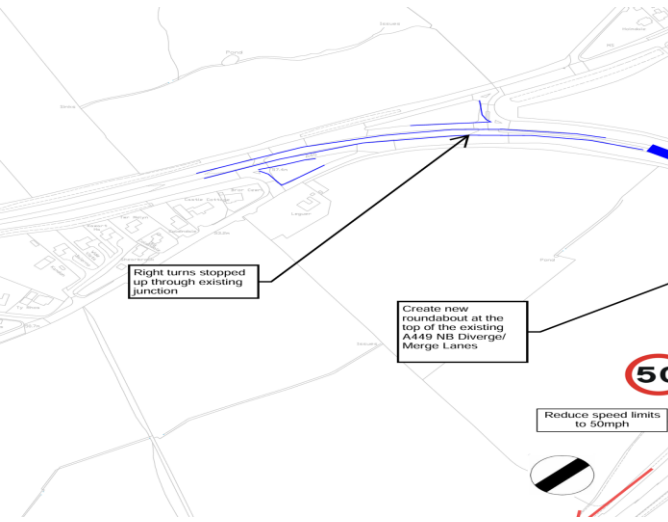
Option B



Option C



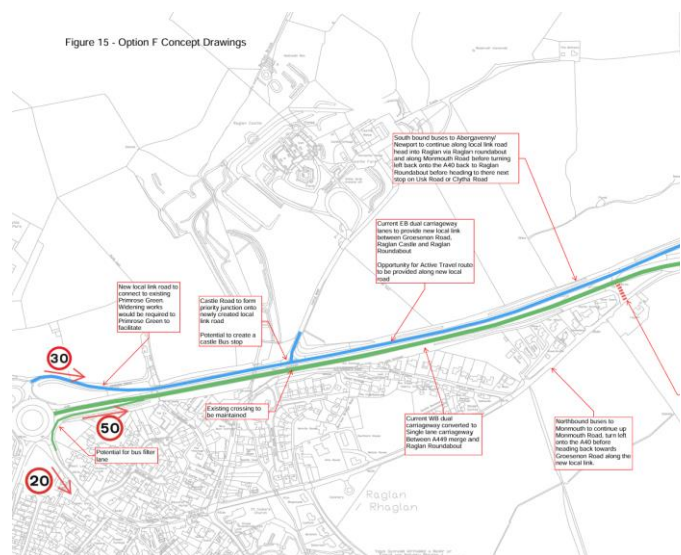
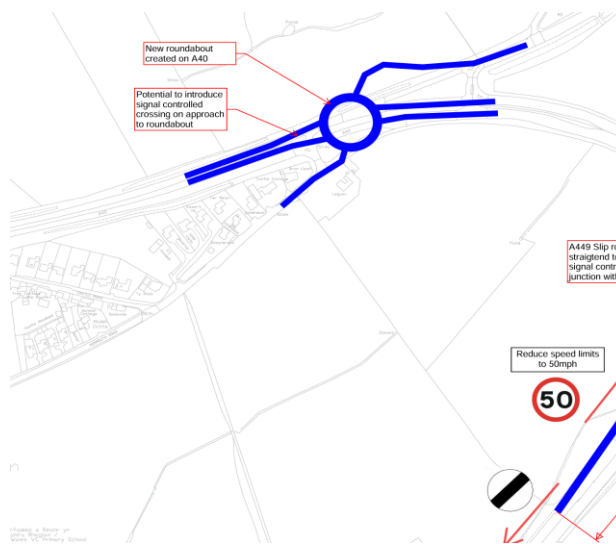
Option D



Option E

Option F

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.



I have been informed that WG has contacted Monmouthshire County Council and suggested that they would like to meet with elected members of Raglan Community Council and other interested elected persons who are included above in this report, to discuss the A40 Raglan Bypass - Safety Study on the 05/06/2024. Dates will be circulated as soon as the Community Council have been informed.

In conclusion:

- The proposed meeting at this stage will be closed to invited personnel.
- It is for Raglan Community Council elected members to consider if and when they would like to meet.
- What format would elected members like the meeting take.
- What would elected members like to see as outcomes.
- Where would elected members consider meeting and what time of day (time needs to consider officers outside of their working day)
- When should Raglan Community Council engage and consult residents of Raglan and residents from Cookoo's Row and surrounding areas.

This report is to provide information and update elected members for the record.

Author: The Clerk to Raqlan Community Council

Action;

No resolution was moved during the meeting.

Update to: - Raglan Community Council
Subject: - Update relating to Wales Audit.
Report: - by the Clerk
Date: - 27 November 2024

REPORT REDACTED

Without Prejudice and private until the Community Council receives a response from Audit Wales.

This report is following a meeting with officers from Wales Audit (WA) on the 12 June, with Cllr Nick Ramsay (Chair) and Deryck Evans WA, and Mr James WA.

This report is to provide elected members of Raglan Community Council with an update, following this meeting, Mr Deryck Evans explained in that meeting that Raglan Community Council would receive the audit return by the end of September.

REPORT REDACTED FROM THIS POINT;

Author: The Clerk to Raglan Community Council

Action

Resolved to note the report.

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.

P a g e 19 |