

Raglan Community Council
Minutes of the Ordinary Meeting held on Wednesday 25 March 2026.
This meeting was convened at the Fellowship Centre on Usk Road
at 7:00 pm

Present

5977 Cllr Nick Ramsay (Chair) Cllr Luke Thompson
Cllr Richard Moorby Cllr Susan Harrington
Cllr Penny Jones

5978 In attendance:

Adrian Edwards, Clerk to the Council.

5979 Agenda item 1:- Apologies for absence

Cllr's Eilertsen, Leacock, and Dorey

5980 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.

5981 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.

No public in attendance

5982 Agenda item 4:- To receive and adopt the minutes from the Ordinary meeting, held on 25 February 2026

Proposed: by Cllr N Ramsay seconded by Cllr L Thompson that the minutes are accepted as a true and accurate record

Those present agreed the minutes.

5983 Agenda item 5:- Matters to report

No matters to report back on

5984 Agenda item 6:- To receive and adopt the minutes from the Special meeting with Raglan AFC meeting 5 March 2026

Proposed: by Cllr L Thompson seconded by Cllr N Ramsay that the minutes are an accurate record

Those present agreed the minutes.

5985 Agenda item 7:- Matters to report

No matter to report at this stage.

5986 Agenda item 8:- The council to consider excluding members of the press and public from a meeting during the next agenda item during this item of business in view of the nature of the business to be transacted or the nature of the proceedings, that, if members of the public were present during this item, is confidential information would be disclosed to them in breach of the obligation of confidence.

It was Proposed: and seconded the press and public are excluded

Those present agreed.

5987 Agenda item 9:- To receive and adopt the minutes from the Special Personnel meeting 19 March 2026

The Chair gave a brief verbal report and explained that report provided by the independent personnel consultant was very clear and thorough.

Proposed: by Cllr N Ramsay seconded by Cllr R Moorby that the minutes are an accurate record

Those present agreed the minutes.

5988 Agenda item 10:- Clerks report's verbal or written.

Report to: - Raglan Community Council

Subject: - Monmouthshire County Council RLDP.

Report: - by the Clerk

Date: - March 2026

The purpose of this report is to provide members with information relating to forthcoming public inspection of Monmouthshire County Council Revised Local Development Plan (RLDP).

Monmouthshire County Council submitted the RLDP and the relevant associated documents to the Welsh Government and Planning Environment Decisions Wales (PEDW) for public examination. The proposed candidate sites are listed below in the table for members consideration.

<u>Allocation Ref</u>	<u>Site name</u>	<u>Ward</u>	<u>Current use</u>	<u>Proposed</u>	<u>Proposer</u>
EA1i/CC2	Raglan Enterprise Park	Raglan	Agricultural	Employment (B1) and	<u>Monmouthshire County Council</u>

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.

				renewable energy (Solar) Submitted for 12.8 including the solar farm. 1.5 allocated under EA1i and approximately 16ha identified as having potential for a solar farm under CC2 – Renewable Energy Allocation	
HA10	Land South of Monmouth Rd	Raglan	Agricultural	Submitted for Residential – 85 dwellings Allocated for 54 units	Richborough Estates Ltd (Turley)
EA1j	Land West of Raglan	Raglan	Agricultural	Employment – Allocated for 4.5ha B1 Use Class Employment Use. A reduced area of approximately 4.5ha (compared to the submitted 8ha) is proposed	Messrs & Mrs Evans (Powells)

				to be allocated for employment use in the RLDP, responding to site evaluations and integrating the proposal more effectively into the landscape.	
	Land at Usk Road	Raglan	Agricultural	Residential – 67 dwellings	Edenstone Homes (Boyer)
	Raglan Country Estate	Raglan	Land formally used as a golf course	Tourism/Leisure /Commercial (A1/A3/C1/D1/D2/Sui Generis)	Raglan Country Park Estates Ltd. (Asbri Planning)

This report is for members to consider the outcomes if the Planning Inspectorate approves the candidate sites above. It is important for elected members to consider the implications these proposed candidate sites may have on Raglan and the surrounding communities. The inspectors will be considering the candidate sites in Raglan at **Hearing Session 10 – Tuesday 14 July 2026** Between 10.00 and 17.00; this examination will be a Virtual Hearing.

For elected members interest I have included a link so elected members can consider the process.

[Local development plan examinations: procedure guidance | GOV.WALES](#)

[Candidate Sites Assessment Proformas - Raglan](#)

On behalf of the Community Council, I have made a submission to the inspection programmer asking for the inspectors to consider evidence from Raglan Community Council. This request to participate has been acknowledged and the request will be forwarded to the Inspectors after March 20th (deadline for requests).

In conclusion:

1. It is recommended that elected members consider the proposals and what formal action the Community Council is going to undertake to address the inspectors.
2. Elected members will need to set aside any personal friendships and declare any interests elected members may have relating to any of the proposed candidate sites.
3. Are elected members going to inform residents of Raglan and surrounding communities of the proposals?
 - 3.1 Make a press release.
 - 3.2 Convene an open meeting to gain the views of residents
 - 3.3 Engage the services of a planning expert to draft a substantive report to present to the inspectors
 - 3.4 Who is going to address the inspectors and present any evidence
4. Monmouthshire County Councils consultation, sets out its strategy, proposals and detailed policies for the future use and development of land in Monmouthshire up to 2033. Elected members need to consider, if any of the proposed candidate sites are included in the RLDP by the Planning Inspectors, those sites will be developed if and when the land owner or agents submit any relevant Planning Applications to the Planning Authority

Any views or recommendation are welcome from elected members.

Conclusion, it was agreed that the Community Council should consider 3 above in the first instance to gauge the views of the residents in the village relating to the proposed candidate sites

Report to: - Raglan Community Council

Subject: - Suds report meeting with Officers from Monmouthshire County Council

Report: - by the Clerk

Date: - March 2026

This report is a supplementary report, to the one presented in January 2026. The purpose of this report is to provide members with an update relating to the issues regarding Planning Application number DM/2024/01375. The developer submitted an application to Monmouthshire County Council relating to the Sustainable Drainage Systems (SuDS) to be approved by the Approval Body (SAB). Elected members will be aware that it was reported that a SAB application was submitted on 7th April 2022 (SAB/2022/024). Following a number of emails between the Community Council and officers from the Planning Dept relating to this matter, the Clerk and Cllr Jones attended a meeting on the 12th March where principal officers from Monmouthshire County Councils Planning Dept and two officers from the Floods Team (who consider all the SuDs applications) were present. A legal representative for Monmouthshire County Council was also present.

One officer from the SAB team tried to explain that most of the standing water in the image below was from "run off" from the development site not from the flooding of the Nant-Y-Wilcae Brook. Officers believed that

the Nant-Y-Wilcae Brook will not have any effect on the dwellings on this development and the development site will be flooded in line with the 1in100 years guidance.

The question was asked why wasn't a STOP NOTICE served when the requirement clearly states that SuDS must be designed and constructed in accordance with the Welsh Government Standards for Sustainable Drainage and the developer must seek SAB approval independently from any planning approval. **Construction can only begin once the 2 permissions have been granted.** Both officers believed the approval wasn't a major factor in this case and it would have held up the construction works. It was reiterated again Monmouthshire County Council did not follow the due process and approval should be issued before construction works started.

Elected members will be aware that the SAB have a statutory responsibility for approving, and in some cases Monmouthshire County Council may adopt and maintain the approved drainage systems that the SAB team have approved. In this case Monmouthshire County Council will be adopting this scheme after the development is completed. During the meeting it was explained by both officers from the SAB team that any SuDS application submitted does not need to be reported to any committee or subcommittee of Monmouthshire County Council. As an officer of Raglan Community Council, it's difficult to understand why officers have delegated powers, as all Council members need to have a clear procedural framework and systems of approvals of applications, where approval of an application is/will place a financial impact, and in some cases, a risk on that authority. All authorities should have in place systems to record and publish **officer decisions**; all councils must comply with a number of separate sets of regulations, like the Local Authorities (Executive Arrangements) (Meetings and Access to Information) Regulations.

Members should be mindful that decisions should be published as soon as reasonably practicable after the date they were made. Decision records must be kept for inspection for 6 years and background papers (inexplicably) for just 4 years. During the meeting on the 12th March both officers from the flood team categorically said that they don't need to report or publish reports or approvals, or publish a diary.

These actions do not follow any guidance or have any accountability where Executive and Non-Executive decisions are taken by officers acting under delegated authority, so the authority given to officers cannot be classed as lawful, transparent and accountable. For both Executive and Non-Executive decisions, the record must be made available for inspection at the council offices and published on the council's website, (officers say not). In the case of Executive decisions, so the report can be considered by the decision-maker, a list of background papers and the background papers themselves must be made public. In the case of non-executive decisions, there need not be a report, but any background papers disclosing facts or matters on which the decision was based and which were relied on to a material extent in making the decision, must be made public.

Officers can be given delegated powers to act on behalf of the Council, for example, guidance gives examples of decisions that should be published, including:

- Tree preservation orders
- Building control decisions and notices
- Listed building consents
- Grant or refusal of planning permission, listed building consent or certificate of lawful development
- Hedgerow reinstatement or high hedge appeals
- Development Control Enforcement and Stop Notices

In conclusion what action or recommendation would elect members like to consider further.

This report is to ask elected members would they would like to consider making a stand against a system that doesn't seem to be working and officers are not answerable to the council as a corporate body. The concern is if one or more of the dwellings gets flooded as the current Proper Officer, I don't wish to see the Community Council held accountable for not highlighting concern.

1. Formally write to the CEO of Monmouthshire County Council setting out concerns that officers are making decisions and not making them public
2. Make a formal complaint to the PSOfW relating to maladministration and not following guidance and law.
3. Make a formal complaint to the Information Commissioner's Office (ICO) that Monmouthshire County Council refused to supply information that should be publicly available for inspection.
4. Write to the Chair of the Planning Committee expressing concern of the way SuB applications are approved.
5. Any other concerns to be addressed by elected members.

Concluded:



After some debate, it was proposed that the Clerk should undertake points 1 and 4 in the first instance and then if no reply is received the Clerk should make a formal complaint under 2 and 3 above.

This was agreed by all those present.

Report to: - Raglan Community Council
Subject: - Allotments tenancy
Report: - by the Clerk
Date: - March 2026

This report is a supplementary report, to the reports presented in 2025. The purpose of this report is to provide members with an update relating to the issues regarding the tenancy of allotments for the 2026 growing season.

Renewal application forms have been sent to all those who have current tenancy agreements; the renewals are required to be returned to the Community Council by the 31 March in any one year. Currently the Community Council have only received 11 number with some tenants paying the rent direct into the Community Councils Bank Account in line with the allotment agreement.

Members will recall from the meeting in January 2026 it was proposed that that a meeting was convened with the current tenants. Due to other pressures, this meeting has not been convened, therefore it is recommended that the annual rent remains the same for the 2026 growing season, and a meeting is convened for May or June 2026, where all the current and any new allotmentees are invited to discuss and be informed of the new rent proposals.

Currently the Community Council has received several notices where a current tenant will be handing back their allotment. Those allotments will be relet to those who have expressed an interest in becoming a tenant. During the last growing season, it has been noted that a number of allotment plots have not been cultivated to their full potential. Together with the renewal application form, tenants have been asked if they would like to consider becoming a tenant to a smaller allotment plot which could be more manageable. At this stage those tenants have not responded.

In conclusion:

1. To agree the recommendation above.
2. To delegate powers to the Clerk relating to awarding tenancy agreements for new tenants.
3. To delegate powers to the Clerk to convene a meeting as above.

It was concluded, to agree 1,2 and 3 above, to delegate powers to the Clerk

5989 Agenda Item 11:- Consider the report following a meeting with Monmouthshire County Council planning officers relating to a Planning Application in Raglan. (Clerk)

No matters to report following the last council meeting in February

5990 Agenda item 12:- Consider any Planning Applications received before the meeting and circulated to all members.

Those present noted the applications received before the meeting and made no further observations.

5991 Agenda item 13:- Consider the receipt of invoices and payments made.

25/03/26	Complete Business solutions	191.78	2671
25/03/26	People Resource Consultancy	250.00	2672
25/03/26	Merlin Waste (March)	441.00	2673
25/03/26	Gallagher insurance	555.42	2674
25/03/26	Clerk (reimbursement for Xmas decorations)	37.98	2675
25/03/26	Clerk (reimbursement for travelling on 5 occasions)	62.10	2676
25/03/26	HMRC replacement cheques (2608 & 2642)		2677
25/03/26	Clerks salary including pay arrears.		2678
25/03/26	HMRC		2679
25/03/26	Payment for the replacement fence around the allotments (A Edwards)		2680
25/03/26	Payment for the replacement hedge around the allotment site (A Edwards)		2681
	Clerk (reimbursement for a recorded delivery)	3.60	

Those present noted and agreed the above payments and Cllr Ramsay proposed and Cllr Moorby seconded

5992 Agenda item 14:- Consider flooding locally in Raglan (Cllr Leacock)

Item deferred

5993 Agenda item 15:- 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

5994 Agenda item 16:- Consider reports from the County Cllr Penny Jones.

Cllr Jones gave a verbal report on a number of matters in the community.

Cllr Jones referred to the grant for the Community Day, which is managed by the Baptist Church where local residents are welcome to attend.

Cllr Jones also explained that she had received comments about the lorry delivering to Tesco's and blocking the Highstreet.

Cllr Jones made reference to the parking order Monmouthshire County Council Highways have published, and she had been contacted by Tesco in the village relating to the proposed loading bay, where Tesco have suggested that the bay is moved closer to the old disabled parking bay.

Cllr Jones also informed those present that former Cllr Trevor Phillips was in hospital following a substantial life changing operation, and it was suggested that Cllr Jones delivers a card.

5995 Agenda item 17:- To consider any reports relating to Street Cleansing in the Community.
(standard agenda item)

The Clerk asked those present if they could provide details of any works that are required for inclusion in the monthly reports he submits to Monmouthshire County Council.

5996 Agenda item 18:- Items to be included on the agenda of the next meeting. (standard agenda item)

No items requested by those present.

5999 Agenda item 19:- To confirm the date of the next meeting 22 April 2026

Chair: _____ Dated 22 April 2026

Meeting closed at 20:05hrs

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