

Raglan Community Council
Minutes of the Ordinary Meeting held on Wednesday 27 May 2026.
This meeting was convened at the Fellowship Centre on Usk Road
at 7:00 pm

Present

6017	Cllr Penny Jones Cllr Richard Moorby Cllr Martain Dorey Cllr Luke Thompson	Cllr Nick Ramsay (Chair) Cllr Lynne Eilertsen, Cllr Susan Harrington
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6018 In attendance:

Adrian Edwards, Clerk to the Council.

Cllr Harrington joined the meeting at 7:06pm

6019 Agenda item 1:- Apologies for absence

Cllr Hazel Leacock

6020 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.

6021 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.

3a Mrs Jane Baker

1. Progress on the date for a special meeting for all residents to discuss interest for a village hall.
2. Communication from RGC to residents how this is achieved.

The Chair welcomed Mrs Baker to the meeting and invited her to address the meeting with regard to the above items. Mrs Baker wasn't sure if she had missed a meeting relating to the current use and ownership of the Old Church School Rooms on Chepstow Road, in Raglan, and the funding opportunities that could be gained from any development that is proposed from the current RLDP inspection Monmouthshire County Council are undergoing.

There was a wide and varied discussion around this matter, and it was explained that elected members from Raglan Community Council and Monmouthshire County Council attended a meeting with the Church in Wales

about the ownership and transfer of ownership of the Old Church School Rooms, but this is still in obedience with the Legal Teams of Monmouthshire County Council and the Church in Wales.

Regarding the point relating to the communication from Raglan Community Council to residents and how this is achieved. Again, there was a wide and varied discussion around this matter. It was discussed that other communities have newsletters and briefings from Cllr's, all be it Community or County. It was explained that briefings in other areas are published by the County Councillors from that community, and Raglan Community Council publish information on their website <https://www.raglancc.org.uk/> and also publish information on the social media page. <https://www.facebook.com/RaglanCommunityCouncil/>

A wide discussion took place with a range of views being expressed by those present. It was agreed that the Community Council would chase the County Council for updates, and the Clerk will send Mrs Baker the contact details of the RLDP programme officer.

Mrs Baker left the meeting at this stage, 7.40pm

6022 Agenda item 4:- To receive and adopt the minutes from the Ordinary meeting, held on 22 April 2026

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

Those present agreed the minutes.

6023 Agenda item 5:- Matters to report

No matters to report

6024 Agenda item 6:- Monmouthshire Replacement Local Development Plan 2018-2033 (Clerk)

The Clerk gave a verbal report relating to the RLDP. He explained that the council should consider what actions that need to go forward and how the Community Council are going to present the thoughts and concerns of residents of Raglan.

- ❖ Land South of Monmouth Road (CS0183): Submitted for residential development (approx. 85 dwellings) by Richborough Estates Ltd.
- ❖ Land at Usk Road (CS0205): Proposed for residential development (approx. 67 dwellings) by Edenstone Homes.
- ❖ Raglan Enterprise Park (CS0069): Proposed by Monmouthshire County Council Estates for agricultural employment use (B1) and renewable energy (solar).
- ❖ Land West of Raglan (CS0278): Proposed for employment use (B1 Class) on 4.5 hectares by private landowners.
- ❖ Raglan Country Estate (CS0281): A site formerly used as a golf course Tourism/Leisure/Commercial

Following some robust discussion, it was resolved that a public meeting should be convened before the closing dates.

6025 Agenda item 7:- Clerks report's verbal or written.

Report to: - Raglan Community Council
Subject: - General clerks report of concern
Report: - by the Clerk
Date: - May 2026

This report is following a clerk's report presented previously. This report is to update members of the Community Council relating to concerns the Clerk has. Over many years the Community Council have been trying to work in partnership as a stakeholder, actively collaborating with Monmouthshire County Council as the Principal Authority in the local government structure.

Over the years it's been said on numerous occasions that officers of Monmouthshire County Council are over worked and don't have the resources and staff to undertake any points raised. This point of view isn't standing up to scrutiny any longer.

Over many years, members of different Raglan Community Council administrations have tried to improve the community of Raglan and surrounding areas. Residents in the past have expressed concern that the community council doesn't seem to have made any improvements where it would appear other communities have seen improvements. Community and Town Councils have different powers which have been vested in Town and Community Councils in Wales by legislation.

Elected members show a lot of commitment but it is becoming clear that Monmouthshire County Council as the Principal Authority doesn't have any interest or intension of working with Raglan Community Council.

Concern has been expressed over time and different administrations where proposals have been made, and some if not all are still outstanding:

1. Correspondence with Monmouthshire County Council relating to the MUGA and adjoining field. This has been on the agenda since 2014. (still outstanding)
2. Road safety in and around the community and the issues with the A40 (still outstanding)
3. Service Level Agreement has been ongoing for three years (still outstanding)
4. Street cleansing in the village and surrounding area (still outstanding)

5. Updating the play areas in the community. No action has been taken even after expressing concern over safety in the play grounds.
6. Waste bins in the Community (still outstanding)
7. Grass cutting and ground maintenance (still outstanding)
8. Correspondence with the Planning Department. Community and Town Councils have statutory roles in the planning system. Granted rights primarily under the *Town and Country Planning Act 1990*, Community Councils act as statutory consultees to LPAs and developers, ensuring local knowledge informs planning. County and county borough councils and community and town councils must work in partnership, to ensure the best services and outcomes for citizens. The Planning Dept do not respond to correspondence. (ongoing)
9. Application for grant funding not actioned. Currently Raglan Community Council is still waiting for a grant payment which was due in March. (still outstanding)

In conclusion:

It is for members to agree a way forward and what actions, if any, elected members may wish to consider.

It was resolved: that all elected members should complete the forms attached to the agenda.

Report to: - Raglan Community Council

Subject: - SLA between Raglan Community Council and Monmouthshire County Council

Report: - by the Clerk

Date: - May 2026

This report is following a clerk's report presented previously. This report is to update members of the Community Council and to consider the street cleansing in Raglan and surrounding areas in the short term.

Officers from Monmouthshire County Council received the amended SLA in January 2026 and it was agreed that Monmouthshire County Council and Raglan Community Council would enter into short term agreement from 1 January 2026 to 31 March 2026. (which was done) The Community Council entered into an agreement with Monmouthshire County Council to have a dedicated Town Team, made up of two operatives to undertake cleaning duties once a month.

This report is to provide elected members of Raglan Community Council an update, as the proposed agreement (from April 2026) has not commenced to maintain and clean the roads and footways in Raglan.

The main issues for entering into an SLA, were that Monmouthshire County Council reported that they were unable to undertake these works due to funding.

It's disappointing Raglan Community Council finds its self in a position again that funding has been budgeted for the forthcoming 2026-27 financial year and Monmouthshire County Council have not shown any intention of entering into this SLA.

In conclusion;

1. Formally contact the executive of Monmouthshire County Council expressing concern about the lack of willingness to enter into an agreement.
2. The Ward member for Raglan and surrounding community to formally raise this in Monmouthshire County Council full council meeting on 14th June 26
3. Remain as the status quo without any agreement.
4. Consider appointing an independent contractor.

It was resolved;

The Clerk should contact the CEO at Monmouthshire County Council

The Ward Member for Raglan and surrounding community to formally raise this at Monmouthshire County Council full council's meeting.

Report to: - Raglan Community Council

Subject: - Allotment agreements

Report: - by the Clerk

Date: - May 2026

The purpose of this report is to provide members with an update relating to the delegated powers given to the Clerk relating to the allotments and the awarding of new tenancy agreements.

Since the previous clerk's report, in April 2026, two allotments have been relet and some potential cultivation has started. Currently there are two medium sized allotments still available and one allotment that can be classed as a starter allotment for someone that only needs a small plot or someone starting off in the cultivation process.

Since the last meeting and the site inspection, two of the allotments have been cleared of unwanted items and general rubbish. It has taken two trips to the recycling centre with two large trailer full of items, which wasn't accepted at the local council recycling centre.

Since the start of the tenancy for this growing season, one tenant said that it wasn't his intention to submit a renewal application until the large gate was replaced. He always refers to the allotments as his allotments; he has been reminded on more than one occasions that all the paperwork needs to be completed and returned for several reasons:

- ❖ That the said tenant is covered under the Community Councils insurance;
- ❖ The paperwork needs to be completed in line with the Community Council policies;

All tenancies need to be lawful and accessible to the auditors.

Following the last conversation (25 May) when it was explained, if it was his opinion not to return all the relevant paperwork, it would be recommended that his tenancy would be revoked for the reasons above. The relevant paperwork was received on the 25 May. The tenant made a comment that as Clerk I shouldn't have a tenancy. I reminded the tenant under a clause in the agreement I could be a tenant, but he must be mindful, he resides outside the electoral ward of Raglan and has no connection with Raglan, in line with the agreement, and it would be for the elected members to agree or disagree to his tenancy rolling over.

Currently there are allotments available to be relet:

In conclusion:

Place a notice on social media asking for anyone with an expression of interest to contact the Clerk by email. To agree a date to convene a meeting with all allotment tenants relating allotment fees for 2027 growing season.

Any other points made by elected members.

It was resolved the Clerk should place a notice on local social media platforms.

The Clerk should formally write on behalf of the Chair and Council to the tenant.

Report to: - Raglan Community Council
Subject: - Banking
Report: - by the Clerk
Date: -May 2026

The purpose of this report is to provide members with an update relating to the current online banking situation.

The Clerk was able to gain access to complete the relevant application forms. This information was shared

with the signatories on the council banking portal.

The Clerk and the other signatories completed the relevant forms and the system has been made live.

At the moment the Clerk is awaiting passwords and an online banking card and card reader via the postal system.

1. The Clerk will be the administrator
2. Cllr's Leacock, Moorby, Ramsay and Eilertsen will be the counter signatories on the accounts.

Recommendation:

To note the current process

Those present noted and agreed

Report to: - Raglan Community Council

Subject: - Replacement Waste bins

Report: - by the Clerk

Date: -May 2026

The purpose of this report is to provide members with an update relating to the replacement of the waste bins in Raglan Village. Members will recall a report was presented in February 2026 relating to the replacement waste bins. Monmouthshire County Council received funding to replace the waste bins around the memorial. Monmouthshire County Council replaced the three bins in this location, but regarding the bins members of Raglan Community Council agreed to install/replace, Monmouthshire County Council have not ordered the remaining bins.

Recommendation made.

The following bins will remain, but some of the bins need replacing. Therefore, it is recommended that members consider the following:

1. Replace the two bins at Crown Square with one new bin.
2. Replace the bin located at London House.
3. The bin on the footpath between Orchard Close and Caestory Av does not need replacing.
4. Replace the two bins at Castle Street with one new bin.
5. Replace the bin by the Bus shelter in the village, with a new bin.

The recommendations made under minute number 5952 where it was concluded to:

- a) Leave the bins that are not going to be replaced by Monmouthshire County Council.
- b) Reduce the numbers as indicated above.

- c) Consider replacing only certain bins, (that would be for members to agree)
- d) Replace all the remaining bins as indicated above.

Recommendation:

To replace the relevant bins that have not been replaced by Monmouthshire County Council

Other options made by elected members.

It was resolved: the Clerk should write to the relevant officer explaining if this matter cannot be concluded the Community Council will obtain the replacement bins.

6026 Agenda item 8:- 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.

6027 Agenda item 9:- Consider the receipt of invoices and payments made.

Raglan Community Council

Date 22 April to 27 May 2026

Subject: Invoices and Payments

Raglan Community Council have received the following invoices for payment.

Under s5 Financial Regulations, "Banking Arrangements and Authorisation" the Clerk and (RFO) shall have delegated authority to authorise the payment of items only in the following circumstances:

"If a payment is necessary to avoid a charge to interest under the Late Payment of Commercial Debts (Interest) Act 1998".

Date	Payment to:	£	Ref
	Last cheque number		2688
27/5/26	Wales Audit office 20/21 (audit fees)	318.00	BACS
27/5/26	Wales Audit office 21/22 (audit fees)	428.00	BACS
27/5/26	Merlin Waste (May)	367.20	BACS
27/5/26	Complete Business sol LTD (office supplies)	184.93	BACS
27/5/26	Zoom invoice for 2026/27 (reimburse to Clerk)	167.88	BACS
27/5/26	Raglan Baptist Church (Community Awards)	500.00	2689
27/5/26	Raglan Twinning (Grant)	300.00	2690
27/5/26	Raglan Baptist Church (grant to support community Café)	400.00	2691

27/5/26	Travelling reimbursement to Clerk for several meeting on behalf of the Council (252miles)	113.40	BACS
27/5/26	Clerks salary for May		BACS
27/5/26	HMRC		2692
27/5/26	Clerks overtime for cleaning allotments	229.80	BACS
27/5/26	Reimbursement for good purchased	20.97	BACS

The above payments include BACS payments and cheques.

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

6028 Agenda item 10:- 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

6029 Agenda item 11:- Consider reports from the County Cllr Penny Jones.

Cllr Jones gave a verbal report on a number of subjects.

- ❖ Made reference to the water supply disruption in and around Raglan.
- ❖ Made reference to a public meeting
- ❖ Made reference to a grant for the school, and the grant application she presented on behalf of the school. The Clerk explained that he hadn't received an application on behalf of the Community Council and he wasn't able to open the email received from the school Chair of Governors. Cllr Jones will contact the Chair of Governors and ask to resubmit.

6030 Agenda item 12:- To consider any reports relating to Street Cleansing in the Community.
(standard agenda item)

No further information other than the clerks report above.

6031 Agenda item 13:- Items to be included on the next agenda of the next meeting (standard agenda item)

No matters raised.

6032 Agenda item 14:- To confirm the date of the next meeting 24 June 2026

Chair:_____ Dated 24 June 2026

Meeting closed at 20:36hrs

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