Cyngor Cymuned Rogiet Community Council

8 October 2026

Dear Councillor,

You are hereby summoned to attend the ***Ordinary Meeting of Rogiet Community Council*** which will be held on ***Wednesday 14 October 2026 at 7:00pm*** at the Rogiet Hub, Westway, Rogiet, NP263SP and by Zoom for the transaction of the business specified in the following agenda.

Yours faithfully

Alice Vaughan

Clerk to Rogiet Community Council

AGENDA

	Open Forum To provide an opportunity for members of the public to raise matters or make representations to the Council in accordance with the Council's Standing Orders
	Chairs Report To receive and note the Chair's report on activities and matters arising since the previous meeting.
01	**ATTENDANCE & APOLOGIES FOR ABSENCE** To receive, and consider for approval, apologies for absence and reason given.
02	**INTERESTS DECLARED** To receive declarations of interest in any items listed in this agenda. Interests may also be declared at any point in the meeting if the need arises.
	EXCLUSION OF PRESS AND PUBLIC To consider and agree any items requiring to be heard without press and public present under section 1(2) of the Public Bodies (Admission to Meetings Act) 1960, where transaction of business is considered confidential, the disclosure of which would be prejudicial.

03	**Minutes of Meetings of Council: OM 9 September 2026**
04	**Monthly Police Report -September 2026**
05	**County Councillor Report – October 2026**
06	**FINANCE**
06.1	Bank Reconciliation of the Council's Bank Accounts July 2026-September 2026 (Rialtas Report)
06.2	VAT reclaimed form up to 30th September 2026 (Rialtas)
06.3	Detailed Receipts and Payments up to 30th September 2026(Rialtas Report)
06.4	**To approve the below payments**

Company	**Service**	**Amount**
Merlin Environmental	INV 2469 October 2026	£367.20
Office Tech Solutions	INV 10675	£66.00
Safelincs	Defib pads and responder kit INV 1970842	£89.03
IAC Audit and Consultancy Ltd	Internal Audit 25-26 Inv 2147	£474.00
Cllr Ellwood	Reimbursement Gift Cards (Rogiet in Bloom Prizes) - £320.00 Chepstow Garden Centre – Autumn/Winter Flowers for Memorial Planter - £22.57	£342.57
Chepstow Accountancy	Processing October 2026 Payroll - with one leaver	£45.00
Payroll/HMRC/Pensions	October 2026	Estimate £3800.00

07 **FINANCE – Barclaycard – To approve payments:**

Statements October 2026

Date	Service	Amount
October	Hp Ink	£13.49

08 **Clerk - Training / Conference OVW and SLCC**

Members to consider and approve the Clerk's attendance at the following training and conference events, including the associated costs:

1. Managing Local Council Elections (Virtual) – 3 November 2026 – £28.90 + VAT
2. SLCC & OVW Joint Event 2026 (Virtual) – 18 November 2026 – £75.00 + VAT
3. Regional Training Seminar Wales (Swansea) – 20 January 2027 – £85.00 + VAT – plus mileage for Clerk

09 **External Audit 2025-2026**

Members to receive an update on the notice published on the Council's website regarding the 2025–2026 accounts and if received before the meeting, to consider the External Auditor's report from Audit Wales, including any matters arising or recommendations, and agree any actions required.

10 **Standing Orders and Financial Regulations**

To consider and approve the updated Standing Orders and Financial Regulations, incorporating recommendations arising from the Internal Audit observations and the latest One Voice Wales model templates.

11 **Recruitment of New Cleaning Operative**

Members to consider the recruitment of a new Cleaning Operative for Rogiet Community Council, including a review of the proposed weekly working hours, hourly rate of pay or pay scale.

Members are also requested to consider and approve a budget for the necessary health and safety training and any additional training courses required for the role, including COSHH and legionella awareness.

12	**Grant Applications** To consider grant applications received and determine whether to approve the applications for: 1) Severn Tunnel Non Political Club- £600 – new lighting and bulbs 2) Rogiet Community Junction - £150.00 – Christmas Tree outside Cafe
13 13.1 13.2	**Rogiet Hub Refurbishment Project** **Community Interest Company (CIC) – Expressions of Interest** To receive an update on the Expressions of Interest received from residents following the Council's Facebook publicity and flyer distributed to households in Rogiet regarding involvement in a proposed Community Interest Company (CIC) for the Pavilion/Rogiet Hub. **Any other related items.** To receive and note any other updates relating to the proposed Rogiet Community Hub.
14 14.1 14.2	**Pavilion** **Severn Tunnel Junction Football Club** Members to discuss the current use of the football pitch and changing facilities at the Pavilion following the folding of the team for the 2026/27 season. **Any other related items** To receive and note any other updates relating to the Pavilion and Pavilion users.

15	**Village Matters**
15.1	**Fences – RCC land by Reens -Update** To receive an update regarding the fencing on Rogiet Community Council land by Reens and to consider and agree any further action required.
15.2	**Rogiet in Bloom 2026 – Update** To receive an update on Rogiet in Bloom 2026
15.3	**Remembrance Sunday – 8 November 2026** Update the Council's Remembrance Sunday Service on 8 November 2026 including the service, wreath laying, invitations and attendance.
15.4	**Defibrillator Provision** Members to discuss and consider the purchase and installation of a new defibrillator and external cabinet at the end of the village near the garage, including associated costs and proposed location.
15.5	**Rogiet Community Council – Car Park Profit Scheme** Members to note the income received for the 2025/26 financial year - £5,252.42
15.6	**Any other related items** To receive and note updates on any other matters relating to the village
16	**Windmill Post** Update from Working Group and any actions/ recommendations
17	**Severn Tunnel Centenary Mural – update** To receive an update on the Severn Tunnel Centenary Mural including any further information received regarding its proposed location and installation and to agree any necessary next steps if
18	**Recommendations for Agenda Items for Next Ordinary meeting** To receive recommendations from Members for items to be considered for inclusion on the agenda for the next Ordinary Meetings of the Council.

19	NEXT MEETING(S) **October 2026** 28 October 2026 – Full Council to discuss the Hub – Pavilion and Zoom – 7:00 pm **November 2026** 11 November 2026 – Ordinary Meeting – Pavilion and Zoom – 7:00 pm 25 November 2026 – Working Group 5 Year Plan – Zoom only – 7:00 pm (Moved from October 2026) Finance Meeting for Budget/ Precept 2027-2028– to be confirmed **December 2026** 1 December 2026 – Councillor Surgery – Location TBC – 10:00-11:00 am 9 December 2026 – Ordinary Meeting – Pavilion and Zoom – 7:00 pm **January 2027** 13 January 2027 – Ordinary Meeting – Pavilion and Zoom – 7:00 pm **February 2027** 10 February 2027 – Ordinary Meeting – Pavilion and Zoom – 7:00 pm **March 2027** 1 March 2027 – Councillor Surgery – Pavilion – 6:00-7:00 pm 10 March 2027 – Ordinary Meeting – Pavilion and Zoom – 7:00 pm

Alice Vaughan Invites you to connect by zoom. https://us02web.zoom.us/j/86451343771