



Cyngor Cymuned Rogiet Community Council

19<sup>th</sup> February 2024

Dear Councillor,

You are hereby summoned to attend the *Ordinary Meeting of Rogiet Community Council* which will be held on *Wednesday 21<sup>st</sup> February 2024 6:30pm* at the **Pavilion Rogiet** and by **Zoom** for the transaction of the business specified in the following agenda.

Yours faithfully

*Alice Vaughan*

Clerk to Rogiet Community Council

AGENDA

	<b>Open Forum</b> Public Open Forum (members of the public should be mindful of the Council's standing orders numbers 3.d - k)
<b>01</b>	<b>ATTENDANCE &amp; APOLOGIES FOR ABSENCE</b> To receive, and consider for approval, apologies for absence and reason given.
<b>02</b>	<b>INTERESTS DECLARED</b> 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.
	<b>EXCLUSION OF PRESS AND PUBLIC</b> 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.
<b>03</b>	<b>Minutes of Meetings of Council: Ordinary Meeting of 10<sup>th</sup> January 2024 and Extraordinary meeting 31<sup>st</sup> January 2024</b>
<b>04</b>	<b>Monthly Police Report</b>
<b>05</b>	<b>County Councillor Report</b>



<b>06</b>	<b>FINANCE</b>		
06.1	To Approve the below payments		
	<b>Company</b>	<b>Service</b>	<b>Amount</b>
	Monmouthshire County Council	INV70227630 Ifton lane (on hold from previous OM)	£67.28
	Merlin Environmental	INV 1649 February 2024	£336.00
	Office Tech Solutions	INV 5056 February 2024	£66.00
	Blackwood Fire	INV 123853 (annual Fire extinguisher checks)	£200.46
	Tower Leasing	INV 396211 (2 <sup>nd</sup> Payment DD)	£1062.95
	Woodstock way Waste Disposal	INV 34349	£228.00
	PW Heating Ltd	INV 3608 (Gas cooker service repair)	£168.00
	Monmouthshire County Council	INV 702312528 (Gas Boiler Maintenance)	£201.20
	Chepstow Accountancy	Processing February Payroll	£30.00
	Chepstow Accountancy	Pension Regulator Reenrolment (every 3 years)	£75.00
	Payroll/HMRC/Pensions	February 2024	Estimate £2500
<b>07</b>	<b><u>FINANCE - Barclaycard - To approve payments:</u></b>		
	Statement dated January 24		
	<b>Company</b>	<b>Service</b>	<b>Amount</b>
	HP Ink	Ink monthly subscription	£9.99
<b>08</b>	<b>Banking Arrangements - to review mandate and online banking</b>		



<b>09</b>	<b>Appoint Internal Auditor for 23/24</b> (IAC Audit and Consultancy Ltd completed audit 22/23)
<b>10</b>	<b>MCC Grounds Maintenance 2024 To confirm work to be done for 2024/2025/Cost</b>
<b>11</b>	<b>Proposed Reconfiguration of Pavilion</b> Fee proposal for Feasibility work
<b>12</b>	<b>Rogiet Community Council Update/ Review of Policies</b> Sickness Absence Policy Staff Privacy Policy General Privacy Policy Disciplinary Procedures Policy Equality and Diversity Policy Expenses Policy Grievance Policy Lone Working Person Policy
<b>13</b>	<b>Notice of Intention from MCC - traffic order 20mph</b>
<b>14</b>	<b>Cooker at the Pavilion</b>
<b>15</b>	<b>Condition of Hire for the Pavilion / Hub - Update</b>
<b>16</b>	<b>Location of Memorial Bench</b>
<b>17</b>	<b>Muga Lighting - Update</b>
<b>18</b>	<b>CCTV</b> Installing extra camera – car park
<b>19</b>	<b>Mon Life Play</b>
<b>20</b>	<b>Planters</b> Audit of how many currently, cost and how many new would be needed
<b>21</b>	<b>Councillors Surgery</b>



Cyngor Cymuned Rogiet Community Council

<b>22</b>	<b>D -Day 80 Year Anniversary in 2024</b>
<b>23</b>	<b>Youth Council</b>
<b>24</b>	<b>Recommendations for Agenda Items for next Ordinary meeting</b> All other policies that weren't on agenda OM 21.02.24 to be reviewed.
<b>25</b>	<b>NEXT MEETING(S)</b> <b>13<sup>th</sup> March 2024</b> – next scheduled Ordinary Meeting – Pavilion and Zoom – 6:30pm <b>10<sup>th</sup> April 2024</b> – Ordinary Meeting - Pavilion and Zoom – 6:30pm <b>1<sup>st</sup> May 2024</b> – <u>Annual Meeting of Council</u> - Pavilion and Zoom – 6:30pm (TBC) <b>8<sup>th</sup> May 2024</b> - Ordinary Meeting - Pavilion and Zoom – 6:30pm

Alice Vaughan Invites you to connect by Zoom <https://us02web.zoom.us/j/85183499578>