

19th February 2024

Dear Councillor,

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

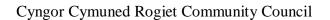
Yours faithfully

Alice Vaughan

Clerk to Rogiet Community Council

AGENDA

	Open Forum Public Open Forum (members of the public should be mindful of the Council's standing orders numbers 3.d - k)
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: Ordinary Meeting of 10 th January 2024 and Extraordinary meeting 31 st January 2024
04	Monthly Police Report
05	County Councillor Report





06 FINANCE

06.1 To Approve the below payments

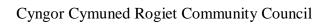
Company	Service	Amount
Monmouthshire County Council	INV70227630 Ifton lane (on hold from previous OM)	£67.28
Merlin Environmental	INV 1649 February 2024	£336.00
Office Tech Solutions	INV 5056 February 2024	£66.00
Blackwood Fire	INV 123853 (annual Fire extinguisher checks)	£200.46
Tower Leasing	INV 396211 (2 nd 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

FINANCE – Barclaycard – To approve payments:

Statement dated January 24

Company	Service	Amount
HP Ink	Ink monthly subscription	£9.99

08 Banking Arrangements – to review mandate and online banking





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



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

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