



Cyngor Cymuned Rogiet Community Council

6th June 2024

Dear Councillor,

You are hereby summoned to attend the *Ordinary Meeting of Rogiet Community Council* which will be held on *Wednesday 12th June 2024 at 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

	<p>Open Forum</p> <p>Public Open Forum (members of the public should be mindful of the Council's standing orders numbers 3.d - k)</p> <p><u>Youth club attending</u></p> <p><u>Community Support Officer 502 – Toby Wall Attending</u></p>
01	<p>ATTENDANCE & APOLOGIES FOR ABSENCE</p> <p>To receive, and consider for approval, apologies for absence and reason given.</p> <p>Cllr Winskill – Apologies sent</p>
02	<p>INTERESTS DECLARED</p> <p>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.</p>
	<p>EXCLUSION OF PRESS AND PUBLIC</p> <p>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.</p>
03	<p>Minutes of Meetings of Council: The Annual Meeting of Council 1st May 2024 and Ordinary Meeting of 8th May 2024</p>
04	<p>Monthly Police Report – April 2024 and May 2024</p>



05	County Councillor Report		
06	FINANCE - To Approve the below payments		
06.1	Company	Service	Amount
	HAGS	Missed item from invoice 2021 INV 281187 Concerto Medium Cabasa	£629.77
	Rogiet Church Hall	Council Surgery 01.06.24 x 2 hours	£28.00
	Merlin Environmental	INV 1760 June 2024	£345.60
	Office Tech Solutions	INV June 2024	£66.00
	Cllr Ellwood	Plants for war memorial reimbursement	£12.00
	Cllr Ellwood - Caldicot Printing	Leaflets for Councillors surgery reimbursement	£15.00
	Morgan Environmental Ltd	Sampling (missed of last invoice)	£84.00
	Gallagher Insurance	01/06/2024 – 31/5/2025	£1791.18
	UK Fire Risk Assessments	INV FRA13702	£354.00
	IAC Audit and Consultancy Ltd	INV 1805	£474.00
	Chepstow Accountancy	Processing June Payroll	£30.00
	Payroll/HMRC/Pensions	June 2024	Estimate £2800



<p>07</p>	<p>FINANCE – Barclaycard – To approve payments:</p> <p>Statement dated May 2024</p> <table border="1" data-bbox="300 459 1332 660"> <thead> <tr> <th data-bbox="300 459 651 533">Company</th> <th data-bbox="651 459 1082 533">Service</th> <th data-bbox="1082 459 1332 533">Amount</th> </tr> </thead> <tbody> <tr> <td data-bbox="300 533 651 660">May 2024</td> <td data-bbox="651 533 1082 660">CCTV signs, ink, D Day Flag, stamps , Cleaning consumables</td> <td data-bbox="1082 533 1332 660">£137.54</td> </tr> </tbody> </table>	Company	Service	Amount	May 2024	CCTV signs, ink, D Day Flag, stamps , Cleaning consumables	£137.54
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<p>08</p> <p>08.1</p> <p>08.2</p> <p>08.3</p> <p>08.4</p> <p>08.5</p> <p>08.6</p>	<p>Internal Audit & Annual Governance and Accounts Return for Year Ending 31st March 2024</p> <p>To receive Internal Audit Report from IAC Audit and Consultancy Ltd and consider any recommendations</p> <p>To receive Annual Accounts Return for the Year Ended 31 March 2024</p> <p>To consider Annual Governance Statement (Parts 1/2) of Annual Return for the Year Ended 31 March 2024</p> <p>To approve Annual Accounts Return and Annual Governance Statement for submission to Wales Audit Office</p> <p>Chair to sign the Annual Return and Annual Governance Statement</p> <p>Notice of appointment of the date for the exercise of electors’ rights – confirm dates</p>						
<p>09</p> <p>09.1</p> <p>09.2</p> <p>09.3</p> <p>09.4</p> <p>09.5</p> <p>09.6</p> <p>09.7</p> <p>09.8</p> <p>09.9</p> <p>09.10</p>	<p>Internal Audit Observations</p> <p>Cilca Qualification</p> <p>Financial Regulations</p> <p>Powers Grant 8th June – Citizen Advise</p> <p>Reserves review</p> <p>Updated Contract of Employment for Litter picker</p> <p>Formula for Clerks Pay</p> <p>HMRC payments</p> <p>Asset Register</p> <p>Value of Asset for playing Fields, Ifton Lane, Car Park</p> <p>Disposed Assets 22/23</p>						



10	Pavilion
10.1	<u>Proposed Reconfiguration of Pavilion</u>
10.2	<u>Pavilion Maintenance</u>
10.2a	Fire Risk Assessment update
10.2b	Legionella Risk Assessment - Update
10.3	<u>Any other related items</u>
11	Councillors Surgery - Monday 1 July 2024 6:00pm-8:00pm at Rogiet Hub Advertising etc.
12	Rogiet Community Café
13	Windmill Post
14	Land in front of Rogiet Primary School - Quote Grass cutting - Ownership
15	75 bus service
16	Severn Tunnel Junction Mural
17	RCC Car Park
18	Dog Awareness Day - 27th June 2024
19	Five Year Working Plan
20	Annual Report 2023-2024 - update
21	Dugouts
22	Youth Council
23	Cheerful Club Grant Application



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24	Fast Track Householder Planning DM/2024/00723
25	Recommendations for Agenda Items for next Ordinary meeting
256	NEXT MEETING(S) 10th July 2024 - Ordinary Meeting - Pavilion and Zoom – 6:30pm August 2024 – No meeting 11th September Ordinary Meeting - Pavilion and Zoom – 6:30pm

Alice Vaughan Invites you to connect by Zoom – <https://us02web.zoom.us/j/89257545204>