



Cyngor Cymuned Rogiet Community Council

7 May 2025

Dear Councillor,

You are hereby summoned to attend the *Ordinary Meeting of Rogiet Community Council* which will be held on *Wednesday 14 May 2025 at 7:00pm* 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>  |
| <b>01</b> | <b>ATTENDANCE &amp; APOLOGIES FOR ABSENCE</b><br>To receive, and consider for approval, apologies for absence and reason given.  |
| <b>02</b> | <b>INTERESTS DECLARED</b><br>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><br>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 9<sup>th</sup> April 2025</b>  |
| <b>04</b> | <b>Monthly Police Report March and April 2025</b>  |
| <b>05</b> | <b>County Councillor Report</b>  |



| <b>06</b>                        | <b>FINANCE</b>                       |   |                                       |
|----------------------------------|--------------------------------------|---|---------------------------------------|
|                                  | <b>To Approve the below payments</b> |   |                                       |
|                                  | <b>Company</b>                       | <b>Service</b>                                | <b>Amount</b>                         |
|                                  | Merlin Environmental                 | INV 2043<br>May 2025                          | £352.80                               |
|                                  | Office Tech Solutions                | INV 7505<br>May 2025                          | £66.00                                |
|                                  | MCC                                  | INV 70255374<br>No dog signs                  | £190.50<br>Postponed from<br>Last OM) |
|                                  | Audit Wales                          | INV ARINV/013212<br>Fees 23/24                | £200.00                               |
|                                  | Morgan Environmental                 | INV 3572<br>Legionella Sampling               | £210.00                               |
|                                  | Vision ICT                           | INV 19980<br>Hosted email June 25-May<br>2026 | £192.00                               |
|                                  | Rialtas                              | INV SM32425<br>Finance Software               | £243.60                               |
|                                  | Tower Leasing                        | INV 641349 (Quarterly<br>Invoice)             | £1009.27                              |
|                                  | Redwick Electrical<br>Services Ltd   | INV0778                                       | £156.00                               |
|                                  | Cllr Ellwood                         | Reimbursement Rogiet In<br>Bloom Flyer        | £35.00                                |
| IAC Audit and<br>Consultancy Ltd | INV 1973 Internal Audit 24-25        | £474.00                                       |                                       |
| Chepstow Accountancy             | Processing May Payroll               | £30.00  |                                       |



|           |  |                          |                |
|-----------|--|--------------------------|----------------|
|           | Chepstow Accountancy   | Processing Year end 2025 | £45.00         |
|           | Payroll/HMRC/Pensions  | May 2025                 | Estimate £3000 |
| <b>07</b> | <b>FINANCE – Barclaycard – To approve payments:</b><br><b>Statements dated April 2025 – to follow</b>  |                          |                |
|           | <b>Company</b>   | <b>Service</b>           | <b>Amount</b>  |
|           | April 2025   |                          | £              |
|           | May 2025   |                          |                |
| <b>08</b> | <b>Internal Audit &amp; Annual Governance and Accounts Return for Year Ending 31st March 2025</b>  |                          |                |
| 08.1      | To receive Internal Audit Report from IAC Audit and Consultancy Ltd and consider any recommendations   |                          |                |
| 08.2      | To receive Annual Accounts Return for the Year Ended 31 March 2025   |                          |                |
| 08.3      | To consider Annual Governance Statement (Parts 1/2) of Annual Return for the Year Ended 31 March 2025  |                          |                |
| 08.4      | To approve Annual Accounts Return and Annual Governance Statement for submission to Wales Audit Office   |                          |                |
| 08.5      | Chair to sign the Annual Return and Annual Governance Statement  |                          |                |
| 08.6      | Notice of appointment of the date for the exercise of electors' rights - 1 <sup>st</sup> July 2025-28 <sup>th</sup> July 2025  |                          |                |
| <b>09</b> | <b>Internal Auditors Observations</b>  |                          |                |
| 09.1      | Review tender level in Financial Regulations and standing orders.  |                          |                |
| 09.2      | Review Internal Controls   |                          |                |
| 09.3      | Schedule of Fees – Publish   |                          |                |
| 09.4      | Restated Asset Value for 2024  |                          |                |
| <b>10</b> | <b>Insurance – 1<sup>st</sup> June 2025</b>  |                          |                |
| <b>11</b> | <b>Planning DM/2025/00470</b><br>Change of use of the land for the storage of aggregates and soil and construction of stone roadway. Location: Land Adj Crownhill Topsoil Ifton Quarry Caldicot Road Rogiet Monmouthshire NP26 3TF |                          |                |



|           |   |
|-----------|---|
| <b>12</b> | <b>Pavilion</b>   |
| 12.1      | Proposed Reconfiguration of Pavilion / Planning updates   |
| 12.2      | Letterbox Sign  |
| 12.3      | Legionella Sampling Results   |
| 12.4      | Any other related items   |
| <b>13</b> | <b>Annual Report 2024-2025</b>  |
| <b>14</b> | <b>Environment (Wales) Act 2016 Part 1 Section 6</b><br><b>The Biodiversity and Resilience of Ecosystems Duty Report 2025</b><br>Training for Clerk One Voice Wales |
| <b>15</b> | <b>Muga Lighting</b>  |
| <b>16</b> | <b>Windmill Post</b>  |
| <b>17</b> | <b>VJ DAY 80</b>  |
| <b>18</b> | <b>Notice of Making of Public Footpath no 163</b>   |
| <b>19</b> | <b>Planters</b>   |
| <b>20</b> | <b>Digital Health Maturity Report</b>   |
| <b>21</b> | <b>Bus – 75 Service</b>   |
| <b>22</b> | <b>Bus Shelter Report</b>   |
| <b>23</b> | <b>Rogiet Community Café/Shop</b>   |
| <b>24</b> | <b>Recommendation's for Agenda Items for Next Ordinary meeting</b><br>Five Year working Plan<br>MCC Mobile Team   |
| <b>25</b> | <b>NEXT MEETING(S)</b><br>11 <sup>th</sup> June 2025 Ordinary Meeting – Pavilion and Zoom – 7:00 pm   |



## Cyngor Cymuned Rogiet Community Council

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|  | 9 <sup>th</sup> July 2025 Ordinary Meeting – Pavilion and Zoom – 7:00 pm<br>August no meetings |
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Alice Vaughan Invites you to connect by zoom <https://us02web.zoom.us/j/81385772888>