



8 January 2026

Dear Councillor,

You are hereby summoned to attend the *Ordinary Meeting of Rogiet Community Council* which will be held on **Wednesday 14 January 2026 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

	Open Forum
	Chairs Announcement To receive any update and feedback in respect of meetings, functions, events or matters arising.
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 10 December 2025
04	Monthly Police Report - December 2025
05	County Councillor Report



06	<p>FINANCE</p> <p>06.1 Bank Reconciliation of the Council's Bank Accounts October 2025-December 2025 (Rialtas Report)</p> <p>06.2 VAT reclaimed form up to 31st December 2025 (Rialtas)</p> <p>06.3 Detailed Receipts and Payments up to 31st December 2025(Rialtas Report)</p> <p>To approve the below payments</p> <table border="1"><thead><tr><th>Company</th><th>Service</th><th>Amount</th></tr></thead><tbody><tr><td>Merlin Environmental</td><td>INV 2243 January 2026</td><td>£352.80</td></tr><tr><td>Office Tech Solutions</td><td>INV 8998</td><td>£66.00</td></tr><tr><td>SLCC Membership</td><td>01.02.26 – 31.01.27</td><td>£200.00</td></tr><tr><td>Chepstow Accountancy</td><td>Processing January 2026 Payroll</td><td>£30.00</td></tr><tr><td>Payroll/HMRC/Pensions</td><td>January 2026</td><td>Estimate £3400.00</td></tr></tbody></table>	Company	Service	Amount	Merlin Environmental	INV 2243 January 2026	£352.80	Office Tech Solutions	INV 8998	£66.00	SLCC Membership	01.02.26 – 31.01.27	£200.00	Chepstow Accountancy	Processing January 2026 Payroll	£30.00	Payroll/HMRC/Pensions	January 2026	Estimate £3400.00
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07	<p>FINANCE – Barclaycard – To approve payments:</p> <p>Statements December 2025</p> <table border="1"><thead><tr><th>Company</th><th>Service</th><th>Amount</th></tr></thead><tbody><tr><td>December 2025</td><td>Cleaning items , Instantprint – Windmill Post – Ink</td><td>£408.18</td></tr></tbody></table>	Company	Service	Amount	December 2025	Cleaning items , Instantprint – Windmill Post – Ink	£408.18												
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08	<p>Laptop Purchase Clerk</p> <p>To approve cost for new laptop, Microsoft windows, antivirus software as Clerk laptop screen is damaged and operating on windows 10.</p>																		
09	<p>Clerk Pay Date January 2026</p> <p>27th January instead of the 30th January 2026 (at Clerks request)</p>																		
10	<p>Co-option Update</p> <p>Applicants</p>																		



11	<p>Planning Application DM/2025/01555</p> <p>Erection of new steel-framed commercial building (9.1m x 12.2m), finished in anthracite box-profile cladding and associated works.</p> <p>Location: Ifton Industrial Park, Ifton Industrial Estate, Caldicot Road Rogiet, NP26 3TA</p>												
12	<p>Ground Maintenance Contract 2026</p> <p>To approve contract for 2026-2027 and confirm with MCC</p> <table border="1"><thead><tr><th data-bbox="366 810 1124 871">Works</th><th data-bbox="1124 810 1356 871">Cost (£)</th></tr></thead><tbody><tr><td data-bbox="366 871 1124 1028">Maintenance: Amenity grass, football pitch and cut collect round consist of 14 visits, and Ifton Lane is 2 cuts</td><td data-bbox="1124 871 1356 1028">3,985.67</td></tr><tr><td data-bbox="366 1028 1124 1170">Annual Bin visits for two Bins with 78 bin visits, weekly from October to March and twice weekly through April to September</td><td data-bbox="1124 1028 1356 1170">994.72</td></tr><tr><td data-bbox="366 1170 1124 1237">Hedge cutting 1 visit at the back of Ifton Terrace</td><td data-bbox="1124 1170 1356 1237">82.38</td></tr><tr><td data-bbox="366 1237 1124 1343">Grass cutting land in front of Rogiet Primary School, entire area to be cut</td><td data-bbox="1124 1237 1356 1343">274.19</td></tr><tr><td data-bbox="366 1343 1124 1473">Total</td><td data-bbox="1124 1343 1356 1473">£5,336.96</td></tr></tbody></table>	Works	Cost (£)	Maintenance: Amenity grass, football pitch and cut collect round consist of 14 visits, and Ifton Lane is 2 cuts	3,985.67	Annual Bin visits for two Bins with 78 bin visits, weekly from October to March and twice weekly through April to September	994.72	Hedge cutting 1 visit at the back of Ifton Terrace	82.38	Grass cutting land in front of Rogiet Primary School, entire area to be cut	274.19	Total	£5,336.96
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13	<p>Rogiet Hub Refurbishment Project</p> <p>13.1 Any other related items.</p>												
14	<p>Pavilion</p> <p>14.1 Any other related items.</p>												



15	Village Matters 15.1 <u>Ifton Lane</u> - Quotes for stone dust for potholes 15.2 <u>Accessibility for all</u> Paths /drop curb in front of Cafe / Severn Tunnel Junction bollards etc 15.3 <u>Playground Inspections</u> - Safety Matting Park Area - update 15.4 <u>Severn Tunnel Mural</u> - update 15.5 <u>Golden Jubilee Bench</u> – quotes for refurbishment / new bench 15.6 <u>Muga Refurbishment</u> – quote 15.7 <u>Fences</u> – RCC land by Reens 15.8 <u>Bollards/posts</u> by Pavilion Carpark 15.9 <u>Chewing gum task force and local litter picking stations (MCC Grants)</u> 15.10 <u>Any other related items</u>
16	Severn Tunnel Junction Links scheme Phase 2: Top of Station Road to STJ Station Phase 3: STJ Station to Caldicot Station
17	Citizen Advice Report To consider donation for Financial Year 2026-2027 (already anticipated in budget)
18	Code of Conduct Policy - Review
19	Rogiet Primary School – Governor Vacancy
20	Future Energy Llanwern Solar Project Pre planning consultation
21	Recommendation's for Agenda Items for Next Ordinary meeting Community Litter Pick Feb 26 OM Contract review for Pavilion and Sports Users April 26 OM Court Farm – Llanvihangel - Council to agree if to contact Welsh Government



22

NEXT MEETING(S)

January 2026

28 January 2026 – Working Group Hub – Zoom only 7:00pm

February 2026

11 February 2026 – Ordinary Meeting – Pavilion and Zoom – 7:00 pm

March 2026

2 March 2026 – Councillor Surgery – Pavilion – 10:00-11:00 am

11 March 2025 – Ordinary Meeting – Pavilion and Zoom – 7:00 pm

April 2026

22 April 2026 – Working Group Five Year Plan – Zoom only – 7:00pm

Alice Vaughan Invites you to connect by zoom <https://us02web.zoom.us/j/86814267314>