



Cyngor Cymuned Rogiet Community Council

Minutes

**Minutes of the Ordinary Meeting of Rogiet Community Council held on
Wednesday 8 July 2026 at 7:00pm at the Pavilion Rogiet and by Zoom**

Ordinary Meeting

	Open Forum Police attended for Agenda Item 04.
	Chair's Announcements Meetings, events and matters arising since last Ordinary Meeting: • Attended MCC Severnside Area Forum (on Teams) on 11 June. • Attended One Voice Wales Annual Conference and Awards Ceremony at the Royal Welsh Showground, Llanelwedd, nr. Builth Wells, on 1 July. • Attended Gŵyl Hwyl Cas-gwent / Chepstow Fun Festival on 4 July. • Secured a date (15 July) for visit of MCC Estates and their contractor to view the Severn Tunnel Mural and our proposed installation site at Rogiet School. • Together with Cllr Pickin, performed more repairs on the MUGA kickboards, on 17 June and 5 July, involving a further 35 or so bolt replacements. One further session required to complete this season's work. • On 2 July our Clerk / RFO informed me that in addition to her duties here at Rogiet Community Council she is acting as a locum clerk at Caldicot Town Council, owing to their severe staffing problem. She plans to help CTC until they are able to recruit a new Clerk / Deputy Clerk.
01	ATTENDANCE & APOLOGIES FOR ABSENCE Cllrs Ellwood (Chair), Cawley, Cromwell, Pickin and Winskill (Zoom). Clerk/RFO – Alice Vaughan. Apologies – Cllrs Trow and Wilson; County Councillor Strong.
02	INTERESTS DECLARED Cllr Ellwood – Item 6 – Reimbursement.
03	Minutes of Meetings of Council: OM 10 June 2026 Resolved: Minutes approved with an amendment to add that discussed in Village Matters - Vegetation, trees on Rogiet school boundary at the rear of Seaview Terrace.
	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. None.



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04	Monthly Police Report –June 2026 Report received and noted – will be published on website. PCSO Tobie van Arkel answered questions from Members.
05	County Councillor Report – July 2026 CASEWORK I dealt with a number of issues in response to concerns from individual residents. These included overgrown hedgerows and nettles, dog fouling and litter, environmental health and planning. M48 TO SEVERN TUNNEL JUNCTION LINK ROAD In light of the change in Welsh Government, at the meeting of Monmouthshire County Council on 25th June I asked Councillor Paul Griffiths, MCC Cabinet Member for Planning and Economic Development and Deputy Leader: Has the new Welsh Government confirmed the commitment of the previous Welsh Government to developing a road link between the M48 and Severn Tunnel Junction railway station? He replied: The Cabinet Member advised that the previous Welsh Government had included provision within its 2026/27 budget to progress design options for a new M48 junction and associated link road. It was noted that this scheme is intended to provide a bypass for Rogiet, alleviating traffic on local roads, improve access to the motorway network for Severnside residents, reduce congestion in Chepstow, and support wider regional connectivity, including aspirations for a Severnside Parkway. Members were informed that the new Welsh Government had recently published its supplementary budget and that confirmation was being sought to ensure continued support for the scheme. Whilst no evidence had been identified to suggest a change in commitment, the Council was actively seeking clarification and engaging with the transport minister. STATION ROAD ROGIET In a supplementary question, I asked Councillor Griffiths: Given that, with the best will in the world, the link road will not be complete by the end of the next year, when trains from STJ direct to London are planned, will the council give high priority to resurfacing Station Road Rogiet and to reviewing the need for additional road safety measures, given that the road is already in very poor condition but will be taking significant additional traffic. In response, the Cabinet Member acknowledged the anticipated increase in traffic and the challenges this would present for existing infrastructure. It was stated that, whilst the link road would not be in place in the short term, the changing circumstances would be taken into account and given due consideration as part of future planning and prioritisation. While this reply was somewhat non-committal (par for the course since Cabinet Members will avoid being bounced into firm spending commitments in response to a no-notice question) the issue has been placed firmly in front of the council. I will be



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	regularly reminding him and Councillor Catrin Maby (the Cabinet member responsible for Highways) of the importance of a timely solution to the issue of Station Road. SEVERN TUNNEL LINKS ACTIVE TRAVEL PATHS At a meeting of Severnside Area Forum on June 11th, it was reported that work is shortly to begin on road safety improvements at the Undy end of Stage 1 (Undy to Rogiet). Negotiations for the purchase of the land between Rogiet and Undy are still ongoing. Although no funding is currently in place for the current year for further work, all funding options (including 106) will be explored once these negotiations have been completed. A preferred route for Stage 2 (B4245 to Severn Tunnel Junction) has already been proposed. It was pointed out by Councillor Ellwood from RCC that the plan would involve making the slope from the top of the allotments to STJ fully accessible. He also pointed out the impact of a blocked culvert near the route, leading to flooding. This is the subject of continuing discussion between MCC, Network Rail and Rogiet Community Council. Transport for Wales has taken on alignment and design work for Stage 3 (Severn Tunnel Junction to Caldicot). A preferred route has been identified running along the field edge to the north of the ‘ash path’ then into Caldicot along the edge of the rugby club coming out into Longfellow Road. The existing ‘ash path’ is considered to be too narrow for a shared path. Widening it would involve the very expensive process of moving part of the railway embankment. The proposed design would anticipate flooding as a once every 30 years event. Lighting would be provided but the needs of bats and other wildlife would have to be taken into consideration. The plans will go out to consultation in due course. RURAL CRIME I met with two police officers from the Rural Crime Team at St Michael’s Church, Llanfihangel Rogiet to check for evidence of unauthorised use of the site by metal detectorists. There was no evidence that they had been on the site recently and the holes in the churchyard were believed to be caused by rabbits. ARMED FORCES DAY As Armed Forces Champion, I took part in the annual flag raising ceremony at County Hall for Armed Forces Day. I also attended the Wales Armed Forces Day event at Pembrey Country Park in Carmarthenshire.						
06	FINANCE 06.1 Bank Reconciliation of the Council’s Bank Accounts April 2026 – June 2026 (Rialtas Report). Noted and adopted. 06.2 VAT Reclaim Form April 2026 – June 2026 (Rialtas). Noted. 06.3 Budget – Detailed Receipts and Payments 30.06.26 (Rialtas Report). Noted and adopted. 06.4 Resolved: To approve the below payments: <table><tr><th>Company</th><th>Service</th><th>Amount</th></tr><tr><td>Merlin Environmental</td><td>INV 2364</td><td>£367.20</td></tr></table>	Company	Service	Amount	Merlin Environmental	INV 2364	£367.20
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	Office Tech Solutions	INV 10097	£66.00
	Monmouthshire County Council (had been deferred until invoice received)	Business Rates 2026-2027 £1512.97 per annum less £50 already paid	£1462.97
	Cllr Ellwood	Reimbursement for bolts, etc. for MUGA maintenance	£19.62
	Chepstow Accountancy	Processing Jul-2026 Payroll	£35.00
	Payroll/HMRC/Pensions	Jul-2026	Estimate £3400.00
	Chepstow Accountancy	Processing Aug-2026 Payroll	£35.00
	Payroll/HMRC/Pensions	Aug-2026	Estimate £3400.00
07	FINANCE – Barclaycard – To approve payments: Statement June 2026 Approved.		
	Company	Service	Amount
	June 2026	Windmill Post printing, Stationery, and HP ink.	£512.67
08	Staff Pensions and mileage Members noted that in line with the Local Government Pension Scheme (LGPS) (Miscellaneous Amendments) (Member Benefits) Regulations 2026 provide for an increase in pension benefits. It was Resolved to note the increase, which has already been implemented in staff payroll from April 2026, in accordance with the Regulations. It was further Resolved to increase the approved mileage allowance for staff and councillors undertaking authorised council business from 45p per mile to 55p per mile in line with the current HMRC Approved Mileage Allowance Payments with immediate effect.		
09	Rogiet Hub Refurbishment Project		
09.1	<u>Any other related items</u> Cllr Pickin provided an update on his research into the option of establishing a Community Interest Company (CIC) to manage and operate the Rogiet Hub. Members noted that a CIC would require independent residents to oversee its operation. It was agreed that Rogiet Community Council will publish a Facebook post inviting expressions of interest from residents who may wish to become involved in forming a CIC to manage the Rogiet Hub.		



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	Members also noted that without a separately incorporated CIC the range of grant funding available to support the project may be more limited. The next meeting of the Rogiet Hub Working Group was noted: Wednesday 22 July 2026 at 7.00pm, via Zoom.
10	Pavilion
10.1	<u>Legionella sampling update and annual work update</u> Legionella sampling results came back – negative for Legionella. Noted that annual maintenance work was due to take place Thursday 9 July 2026.
10.2	<u>Little Tigers’ request for to buy and install a fridge freezer for the nursery</u> Resolved to approve Little Tigers purchasing their own fridge freezer, or alternatively just a freezer, for use within the kitchen at the Rogiet Hub. Members agreed that no alterations are to be made to the fabric or layout of the kitchen, including the removal or modification of worktops. It was further agreed that any electrical appliances installed by Little Tigers, including the new fridge freezer/freezer and the new fan, must be PAT tested by Little Tigers.
10.3	<u>Any other related items</u> None.
11	Village Matters
11.1	<u>Fences – RCC land by Reens</u> Still waiting reply from Vistry (Bovis) and MCC Legal Team. Cllr Ellwood to keep chasing monthly.
11.2	<u>Retrospective approval for Rogiet Wildlife Friendly Village to use land</u> Approved.
11.3	<u>Parking concerns at the Pavilion – to consider new posts around car park / road leading to Pavilion</u> Following concerns raised by residents regarding parking around the Pavilion car park - on the surrounding grassed areas and adjoining roads, Members discussed measures to help prevent inappropriate parking. It was resolved for the Clerk to obtain quotations for the installation of an additional timber post adjacent to the War Memorial to prevent vehicles parking on the grass particularly close to the public footpath. The Clerk was also asked to obtain quotations for the installation of similar timber posts around the perimeter of the car park parking spaces. All quotations are to be brought back to a future Council meeting for consideration. Cllr Ellwood agreed to collect the high-visibility paint and apply a ‘cap’ of colour to the existing timber posts, as previously approved by Council earlier in the year. Cllr Ellwood also agreed to speak with Rogiet Community Junction regarding parking and ask whether they could encourage their customers and visitors not to park on the grassed areas and to use only the designated parking spaces wherever possible.



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11.4	It was resolved for the Clerk to respond to the resident regarding parking on Westway, advising that Rogiet Community Council does not have jurisdiction over the public highway. The resident will be advised that concerns relating to general parking or minor obstructions should be reported to Monmouthshire County Council, whilst any dangerous obstruction or parking that poses an immediate risk to public safety should be reported to the Police.
	<u>Path to park – resident concerns</u> The Council considered correspondence received from a resident regarding concerns about disabled access from the footpath to the park. Members noted that the Council has previously obtained quotations for remedial works to improve accessibility. The proposed works would require significant excavation and reconstruction, rather than simply widening the existing path, with estimated costs in the region of £40,000. Members acknowledged that this represents half of the Council's annual precept and as such, the works cannot be funded in the short term. Any future project of this scale would require long-term financial planning and the allocation of reserves. Members also noted that Monmouthshire County Council's proposed Active Travel scheme may include improvements to the same area. It was agreed that it would not represent good use of public money (from the local precept) to undertake substantial works that could subsequently be duplicated or superseded by the Active Travel project.
11.5	It was Resolved that the Clerk respond to the resident explaining the Council's position and advising that the matter will remain under review as further information on the Active Travel proposals becomes available.
	<u>Rogiet in Bloom – update</u> Members received an update on the Rogiet in Bloom competition. The closing date for entries was noted as 17 July 2026. Cllr Ellwood advised that nine entries had been received to date.
11.6	Members also noted for feedback to the judges for next year suggesting that - for future competitions - the judging date should be brought forward in the year to ensure flowers and plants are viewed at their best, as some displays had begun to fade by the current judging date. <u>Any other related items</u> Severn Tunnel Junction Football Club – Pitch Hire Contract: Members considered a request from Severn Tunnel Junction Football Club regarding the draft pitch hire contract, which remains unsigned and their request for training charges to be removed. Members noted that the revised contract and associated charges were considered and approved at the Annual Meeting held on 6 May 2026. It was further noted that the Council reviews its hire charges annually in May and that no queries or concerns had been raised by the Football Club prior to the decision being made. Members also noted that a Council resolution cannot be amended within six months unless the required process is followed. It was therefore Resolved that the decision made on 6 May 2026 remains unchanged and the agreed training charges will continue to apply. The Football Club will be required to sign the updated contract prior to further use of the facilities.



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12	Severn Tunnel Centenary Mural – update Members received an update regarding the Severn Tunnel Centenary Mural. It was noted that Cllr Ellwood and Cllr Pickin will meet with representatives from Monmouthshire County Council on 15 July 2026 at the pavilion and at the school to discuss whether the mural can be installed on the external wall of the school, and to understand the costs involved. Members Resolved to approve a budget of £1,000 for the fixing and installation of the mural during the summer holidays, if that should be feasible. It was further noted that, if additional funds are required, an email poll to approve expenditure up to a maximum of £1,300 would be permissible. If installation is unable to take place during the summer holidays and will be later in the year, Cllr Ellwood will bring updated costs back to a future meeting for approval in the normal way.
17	Recommendations for Agenda Items for Next Ordinary meeting • Internal Auditor Observations: to review and approve Standing Orders and Financial Regulations, when clarifications received from One Voice Wales. • Remembrance Sunday. • Christmas 2026.
18	NEXT MEETING(S) <u>July 2026</u> 22 July 2026 – Hub Working Group – Zoom – 7:00pm (apologies received from Cllr Wilson) <u>August 2026 – No meeting</u> <u>September 2026</u> 7 September 2026 – Councillor Surgery – Pavilion – 6:00-7:00 pm 9 September 2026 – Ordinary Meeting – Pavilion and Zoom – 7:00 pm <u>October 2026</u> 14 October 2026 – Ordinary Meeting – Pavilion and Zoom – 7:00 pm <u>November 2026</u> 11 November 2026 – Ordinary Meeting – Pavilion and Zoom – 7:00 pm <u>December 2026</u> 1 December 2026 – Councillor Surgery – 10:00-11:00 am (location TBC) 9 December 2026 – Ordinary Meeting – Pavilion and Zoom – 7:00 pm <u>January 2027</u> 13 January 2027 – Ordinary Meeting – Pavilion and Zoom – 7:00 pm <u>February 2027</u> 10 February 2027 – Ordinary Meeting – Pavilion and Zoom – 7:00 pm



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	<u>March 2027</u> 1 March 2027 – Councillor Surgery – Pavilion – 6:00-7:00 pm 10 March 2027 – Ordinary Meeting – Pavilion and Zoom – 7:00 pm
	Meeting ended at 8:50 pm.