Cyngor Cymuned Rogiet Community Council
Minutes

Minutes of the Ordinary Meeting of Rogiet Community Council held on Wednesday 9 September 2026 at 7:00pm at the **Pavilion Rogiet** and by **Zoom**

Ordinary Meeting

	Open Forum None.
	Chair's Announcements Update and feedback in respect of meetings, functions, events or matters arising. • Together with Cllr Pickin, attended a visit to the Pavilion and Rogiet Primary School on 15 July, for MCC Estates and their contractor to view the Severn Tunnel Mural and our proposed installation site. • Attended One Voice Wales Newport and Monmouthshire Area Committee Meeting at the Sessions House, Usk on 16 July. • Together with Cllr Pickin, performed final batch of this season's repairs to bolting on the MUGA kickboards, on 26 July. (A total of 48 bolts were replaced, over four work sessions). • Together with the Clerk, investigated the play park graffiti incident of 23 August. Report made to Gwent Police and CCTV footage submitted. • Submitted four reports to MCC Highways on 23 August: o Westway – potholes and other defects. *MCC: Made safe on 3 September.* o Elizabeth Sparks Close – damaged sign, temporarily repaired, also incorrect spelling (Sparkes should be Sparks). *MCC: Under Review.* o Llanfihangel – missing / obscured chevrons. *MCC: Made safe on 3 September. Actually, missing sign installed; but one sign still obscured. New service request to be created.* o B4245 Courtfield, nr Undy – dangerous pole from redundant signage. *MCC: Post removed on 27 August.*
01	**ATTENDANCE & APOLOGIES FOR ABSENCE** Cllrs Ellwood (Chair), Cawley, Cromwell, Pickin, Trow and Winskill. Clerk/RFO – Alice Vaughan. Apologies – Cllr Wilson and County Councillor Strong.
02	**INTERESTS DECLARED** Cllr Ellwood – Item 6.1 – Reimbursement. Cllr Pickin – Item 11.3 – Rogiet in Bloom winners

	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. 8. NJC Pay award 2026-2027. 11.2 Community Interest Company – Expression of Interest.
03	**Minutes of Meetings of Council: OM 8 July 2026 and EM 15 July 2026** **Resolved:** Both Minutes approved.
04	**Monthly Police Report –July/August 2026** Report received and noted – will be published on website.
05	**County Councillor Report – August/September 2026** CASEWORK AND REPORTS I dealt with a number of issues in response to concerns from individual residents. These included: social care, planning and planning enforcement, school transport. I reported that hedges/banks along B4245 were beginning to block the pavement/cycle way between Rogiet and Caldicot. These were cut within a few days (although it is not clear whether this was already scheduled, i.e. a coincidence). Similarly, the 'Rugby Field' was cut the day after I received a request from a resident. This clearly was a coincidence. Hedges along the northern end of Station Road are due to be cut back shortly following an inspection in which it was determined that they were the responsibility of MCC. I also reported the condition of Westway (as has RCC). This has been put on the list of roads where resurfacing is needed although there is an extremely long list of such roads. The problem of anti-social driving on Station Road and STJ new car park was reported to police. COUNTRY PARK I was pleased to see that Rogiet Country Park has retained its Green Flag status, first awarded in 2024. In spite of some problems with litter and dog mess it remains a much-loved amenity. UNDY TO ROGIET PATH Behind the scenes work continues to take place. MCC has been given a grant of £480,000 by Cardiff Capital region to purchase land along the route. There is still much to do, and it is understandable that residents feel cynical about whether the scheme will ever be completed. In spite of the report in the Argus (16.7.26.) that "the Church Road, Undy to Station Road, Rogiet section of the scheme will be completed this year, using available funding…", it is only at the Undy end that there will be "spades in the ground"

this year. Nevertheless, things have progressed further than ever before and design and legal work being carried out at present will allow bids for further funding.

MONMOUTHSHIRE COUNTY COUNCIL MEETING

At the full meeting of MCC in July I moved a motion calling on the new Welsh Government to recognise the extra costs faced by rural councils such as Monmouthshire when drawing up funding formulae. The motion was duly passed.

BUS TO CALDICOT SCHOOL

From Tuesday 1 September, an additional morning journey will operate from Newport to Caldicot and Chepstow. The X74 is the busiest bus route in Monmouthshire, and its 07:04 departure from Newport is currently the most heavily used individual journey, serving both Caldicot and Chepstow secondary schools. This journey will now be split into two departures, leaving Newport at 06:55 and 07:25. The earlier journey will provide additional capacity and improved reliability for pupils travelling to Chepstow School, while the later journey will provide a more convenient arrival time for Caldicot School pupils. This service will operate on school days only and will initially be introduced for one academic year, after which it will be reviewed. Funding is being provided through additional Bus Services Support Grant funding that has been received by MCC.

06 FINANCE

06.1 **Resolved:** To **approve** the below payments:

Company	Service	Amount
Merlin Environmental	INV 2419 August 2026 – already paid	£459.00
Office Tech Solutions	INV 10292 August 2026 – already paid	£66.00
Merlin Environmental	INV 2444 September 2026	£367.20
Office Tech Solutions	INV 10483 September 2026	£66.00
Vision ICT	INV 22333 – website hosting October 2026 to September 2027	£175.76
Cllr Ellwood	Reimbursement – Toolstation Repair hardware for MUGA	£20.61
Cllr Ellwood	Mileage claims – One Voice Wales Annual Conference at the Royal Welsh Showground on 1 July 2026 (127 miles); and One Voice Wales Quarterly Area Meeting at the Sessions House	£88.55

		Usk on 16 July 2026 (34 Miles) @0.55p per mile.	
	Chepstow Accountancy	Processing of September 2026 Payroll	£35.00
	Payroll/HMRC/Pensions	September 2026	Estimate £4000.00

07 FINANCE – Barclaycard – To approve payments: Statement July and August 2026 Approved.

Company	Service	Amount
July 2026	Ink, tennis racquets, balls and storage box.	£49.99
August 2026	Ink, Instanprint flyers for CIC, Stationery i.e mailing bag, flashdrive (which has now been returned)	£95.71

08 NJC Pay Award 2026-2027 – Staff Salaries

To receive and note the nationally agreed NJC pay award for 2026/27 effective from 1 April 2026 and to confirm its implementation for relevant Council staff.

To note that the revised pay rates has been implemented in the September 2026 payroll, together with the appropriate backdated pay from 1 April 2026.

Resolved: To increase the Clerk/RFO's and Litter Picker's salaries in accordance with current NJC pay scales, backdated to cover the period from 1 April 2026.

09 External Audit 2025-2026

To receive an update on the Council's External Audit for the financial year 2025/26 and, if received to consider the External Auditor's report from Audit Wales, including any matters arising or recommendations and to agree any actions required.

The Clerk provided an update on the 2025/26 External Audit. Audit Wales had raised a small number of queries regarding where certain transactions/items had been posted within the Rialtas accounting system. The Clerk had provided the requested clarification, and the Council was now awaiting the External Auditor's report.

Resolved: To note the update and that the External Auditor's report is due by 30 September 2026, upon receipt it will be published on the Council's website and presented to the next Ordinary Meeting of Council.

10	**Standing Orders and Financial Regulations**
	Resolved: To defer consideration and approval of the updated Standing Orders and Financial Regulations to the next Ordinary Meeting of Council, pending completion of the Clerk's review and comparison against the latest One Voice Wales model templates.
11	**Rogiet Hub Refurbishment Project**
11.1	**Update from Working Group**
	The notes of the Hub Working Group meeting held on 22 July 2026 were taken as read and the recommendations of the Working Group were agreed. It was noted that expenditure of £45.67 to Instantprint for the printing of flyers publicising the CIC Expressions of Interest had been authorised by the Clerk under delegated authority in accordance with the Council's Financial Regulations.
11.2	**Community Interest Company (CIC) – Expressions of Interest**
	The Council received an update on the Expressions of Interest following the Facebook publicity and distribution of flyers to households and public locations in Rogiet. It was noted that 11 Expressions of Interest had been received to date and that the closing date for expressions of interest is 30 September 2026. It was agreed that the expressions received would be considered further following the closing date, when the Council would determine the appropriate next steps.
11.3	**Any Other Related Items**
	It was AGREED that a Full Council meeting would be held on 28 October 2026, dedicated to the proposed Rogiet Community Hub - to consider the project and agree the next steps, including the Expressions of Interest received.
12	**Pavilion**
12.1	**Little Tigers Nursery – Request to Wall-Mount Television**
	Members considered the request and noted concerns regarding the proposed low-level location, including the need for additional safety measures, a risk assessment and potential TV licensing requirements. It was **RESOLVED** not to grant permission for the proposed installation.
12.2	**Any other related items**
	No other related items.

13 Village Matters

13.1 Fences – RCC land by Reens – Update

It was noted that no response had been received regarding the fencing on Council land by Reens, despite the matter having been ongoing for approximately six months and chased on a monthly basis. Cllr Ellwood will chase the matter again.

Cllr Pickin also raised concerns regarding the overgrown vegetation in the pumping station**,** particularly in relation to potential flooding. Cllr Pickin agreed to make contact regarding the matter and report back.

13.2 Rogiet in Bloom 2026 – Update

The Council thanked Undy and Magor Horticultural Society for undertaking the judging of the Rogiet in Bloom 2026 competition.

It was noted that all categories had now been judged, with first and second places chosen. The presentation of prizes will take place at the Pavilion on 14 October 2026 at 6.30pm (just before the Ordinary Meeting of Council)**.**

The winners will be informed prior to the presentation, with photographs to be retained for the Council's Annual Report and subsequently shared on Facebook.

It was AGREED that Cllr Ellwood will purchase the gift cards for the prizes and submit cost of £320.00 for reimbursement at next OM. Cllr Cawley will prepare the prize cards.

The Horticultural Society had suggested that for the 2027 competition**,** the Council could consider providing residents with sunflower seeds so that entrants grow the same variety for the sunflower category. This suggestion was noted for consideration when planning next year's competition.

Declaration of Interest: Cllr Pickin declared a personal interest as his wife had entered the competition. It was noted that Cllr Pickin was not involved in the judging process**.**

13.3 Christmas 2026 – Tree and Christmas Lights

It was AGREED that arrangements would remain the same as the previous year, with one Christmas tree to be provided on Main Road, Rogiet.

It was noted that 2026 is Year 2 of the Council's three-year contract with City Illuminations for the provision of the Christmas lights.

13.4 Remembrance Sunday – 8 November 2026

It was AGREED that two wreaths would be purchased on behalf of Rogiet Community Council: one to be laid at the War Memorial and one at the 'Unknown Tommy'.

The Remembrance Sunday Service will take place at 2.00pm at the War Memorial by Rogiet Hub/Pavilion.

The Clerk will contact Royal British Legion and Netherwent Ministry to confirm arrangements for the date and time. A further update and final arrangements will be provided at the October meeting.

13.5 Councillor Surgery

An update was received following the Councillor Surgery held on 7 September 2026. It was noted that two residents attended regarding matters relating to Seaview Terrace. County Cllr Peter Strong would follow up and action any further points arising.

13.6	**Any Other Related Items** It was noted that a grant application had been received after publication of the agenda and would therefore be included for consideration at the October 2026 Council meeting. An update was received from Cllr Ellwood regarding the MUGA lighting. EFS had attended and upgraded a circuit breaker, which it was hoped would resolve the issue of the electrics tripping. The Council noted that the issue concerning the wall behind the barn at Manor House Farm, which had also been raised on Facebook and had been reported to the agent of the landowner. An update was received from Cllr Ellwood regarding the Public Footpath access gate by Crownhill, confirming that a new access gate had been erected by them, supplied by MCC. Crownhill has agreed to reinstate the FP finger posts soon. Following a recent Facebook post which had generated some discussion regarding the respective responsibilities of Rogiet Community Council and Monmouthshire County Council, Cllr Ellwood had updated the Council's information explaining "What We Do and What MCC Does". The updated information had been published on the Council's website.
14	**Severn Tunnel Centenary Mural – update** It was noted that no further update had been received regarding the Severn Tunnel Centenary Mural. Cllr Ellwood agreed to chase the matter and provide an update when available.
15	**Motions for 2027 One Voice Wales Annual General Meeting** The Council considered the invitation from One Voice Wales and AGREED that no motions would be submitted for consideration at the 2027 Annual General Meeting.
16	**Re-burial of Archaeological Human Remains** The Council noted the report regarding the proposed re-burial of archaeological human remains – originally from Ifton parish – to Dewstow Cemetery. It was noted that County Cllr Strong had offered to prepare an article for a future edition of the Windmill Post regarding the history and re-burial of the remains.
17	**Recommendations for Agenda Items for Next Ordinary meeting** • Windmill Post – Winter 2026 • Christmas arrangements

18	**NEXT MEETING(S)** **October 2026** 14 October 2026 – Ordinary Meeting – Pavilion and Zoom – 7:00 pm 28 October 2026 – Full Council to discuss the Hub – Pavilion and Zoom – 7:00 pm **November 2026** 11 November 2026 – Ordinary Meeting – Pavilion and Zoom – 7:00 pm 25 November 2026 – Working Group 5 Year Plan – Zoom only – 7:00 pm (Moved from October 2026) **December 2026** 1 December 2026 – Councillor Surgery – Location TBC – 10:00-11:00 am 9 December 2026 – Ordinary Meeting – Pavilion and Zoom – 7:00 pm **January 2027** 13 January 2027 – Ordinary Meeting – Pavilion and Zoom – 7:00 pm **February 2027** 10 February 2027 – Ordinary Meeting – Pavilion and Zoom – 7:00 pm **March 2027** 1 March 2027 – Councillor Surgery – Pavilion – 6:00-7:00 pm 10 March 2027 – Ordinary Meeting – Pavilion and Zoom – 7:00 pm