Cyngor Cymuned Rogiet Community Council
Minutes

Minutes of the Ordinary Meeting of Rogiet Community Council held on Wednesday 14 October 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. • Rogiet in Bloom 2026 prizegiving ceremony took place at 6:00 pm on Wednesday 14 October, at the Pavilion. Ten prizes were awarded to seven participants. The winners of each category were given a certificate and a £40 National Garden Gift Card. (Runners-up: certificate and a £20 gift card). • Attended MCC Severnside Area Forum on Teams, 17 September. • Met Cllr Pickin and County Cllr Strong on 21 September, to review documentation from MCC concerning the lane behind Seaview Terrace, and the land adjacent to Old School Gardens.
01	**ATTENDANCE & APOLOGIES FOR ABSENCE** Cllrs Ellwood (Chair), Cawley, Cromwell, Pickin, Trow and Wilson. Clerk/RFO – Alice Vaughan. Apologies – Cllr Winskill and County Councillor Strong.
02	**INTERESTS DECLARED** Cllr Ellwood – Item 6.4 – Reimbursement.
	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.
03	**Minutes of Meetings of Council: OM 9 September 2026** **Resolved:** Approved.

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04	**Monthly Police Report –September 2026** No report received.
05	**County Councillor Report – October 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, road safety. SPEEDING ON B4245 This issue was raised during the recent meeting of Severnside Area Forum. Figures subsequently provided by MCC for July 2026 indicate that, according to the counter on the B4245 (north side between South Grove and Meadway): Westbound (Newport direction) Total vehicles – 168787 Av Speed – 26.5mph 85%tile - 31.5mph (i.e. 85% of vehicles travelling at this speed or above). Eastbound (Caldicot direction) Total vehicles – 166566 Av Speed – 25.9mph 85%tile - 31.1mph (i.e. 85% of vehicles travelling at this speed or above). The figures are clearly disappointing, indicating that while average speeds are below where they were before the imposition of the 20 mph limit, many drivers are driving well over the limit (probably between 31 and 35 mph). A pedestrian hit at such speeds would be likely to be killed or suffer serious injury. MCC have referred the matter to Gwent Police re: enforcement. I await a response. As previously, I urge everybody to report issues to GoSafeCymru. SEA VIEW TERRACE/OLD SCHOOL GARDENS There has been longstanding uncertainty over ownership/responsibility for the land behind Sea View Terrace (on Station Road) and the grass area on the corner of Station Road and Old School Gardens remains. MCC judge the land to be “on the footprint” of the old school and therefore the school’s responsibility. Other documentation suggests that the land is MCC’s responsibility. I await clarification from MCC on this matter. CONSULTATIONS Monmouthshire County Council is currently carrying out consultations on a number of issues including: *Residents’ Survey 2026: a chance to share views on everyday life in the county. (Open until 30th October.) *Welsh Language: shaping the council’s approached to developing the use of the Welsh language. (Open until 30th November). *Nature Isn’t Neat: MCC’s approach to grass management.

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	Residents can complete the surveys online at: www.letstalkmonmouthshire.co.uk Paper copies of the surveys can be obtained from Caldicot library. CHILDCARE All two-year olds in Monmouthshire will qualify for up to 12.5 hours per week funded childcare under a scheme introduced by the Welsh Government. More details can be found at monmouthhsire.gov.uk/monchildcare P. Strong 05.10.26

06 FINANCE

06.1 Bank Reconciliation of the Council's Bank Accounts July 2026-September 2026 (Rialtas Report). **Noted and adopted.**

06.2 VAT reclaimed form up to 30th September 2026 (Rialtas) – **Noted.**

06.3 Detailed Receipts and Payments up to 30th September 2026(Rialtas Report). **Noted and adopted.**

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

Company	Service	Amount
Merlin Environmental	INV 2469 October 2026	£367.20
Office Tech Solutions	INV 10675	£66.00
Safelincs	INV 1970842 Defib pads and responder kit	£89.03
IAC Audit and Consultancy Ltd	Internal Audit 2025-26	£474.00
Cllr Ellwood	Reimbursement Gift Cards (Rogiet in Bloom Prizes) - £320.00 Chepstow Garden Centre – Autumn/Winter Flowers for Memorial Planter - £22.57	£342.57
Chepstow Accountancy	Processing October 2026 Payroll - with one leaver	£45.00
Payroll/HMRC/Pensions	October 2026	Estimate £3800.00

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07 **FINANCE – Barclaycard – To approve payments:**

Statement October: Approved.

Company	Service	Amount
October 2026	HP Ink	£13.49

08 **Clerk - Training / Conference OVW and SLCC**

RESOLVED: Members **approved** the Clerk's attendance at the following training events:

Managing Local Council Elections (Virtual) – 3 November 2026 at a cost of £28.90 plus VAT.

Regional Training Seminar Wales (Swansea) – 20 January 2027 at a cost of £85.00 plus VAT plus mileage expenses. Mileage to be submitted in January 2027 wages.

The Clerk advised Members that she no longer wanted to attend the SLCC & OVW Joint Event on 18 November 2026 due to being a full day virtual event.

09 **External Audit 2025-2026**

RESOLVED: Members noted that the External Auditor's report for the 2025–2026 accounts had not yet been received from Audit Wales. The Clerk confirmed that the required notice had been published on the Council's website and displayed on the noticeboards.

It was agreed that this item would be removed from future agendas until the External Auditor's report had been received, at which point it would be brought back to Council.

10 **Standing Orders and Financial Regulations**

RESOLVED: Members considered and **approved** the updated Standing Orders and Financial Regulations, incorporating recommendations from the Internal Audit observations and the latest One Voice Wales model templates.

It was agreed that both documents be **adopted** and the Clerk would arrange for the updated versions to be published on the Council's website.

11 **Recruitment of New Cleaning Operative**

RESOLVED: Members agreed to defer this item to allow the Clerk to obtain quotations from commercial cleaning contractors for comparison with the proposed recruitment of a Cleaning Operative (employee).

It was agreed that a brief item would be included on the agenda for the forthcoming Extraordinary Meeting of Council relating to the Rogiet Hub, where Members would consider the quotations, associated costs and options available.

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12	**Grant Applications**
	1. Severn Tunnel Non-Political Club – £600 Members considered a grant application for £600 towards the purchase of new lighting and bulbs (part of a larger refurbishment project). **RESOLVED:** That the Council **approve** the grant of £600 (Power to spend - Section 137 of the Local Government Act 1972). Members acknowledged that the Club's volunteers would undertake the installation work, which was recognised as an in-kind contribution towards the project. As the application exceeded the £500 threshold set out in the Council's Grant Policy a letter of support will be provided by Cllr Pickin. 2. Rogiet Community Junction – £150 Members considered a grant application for £150 towards the purchase of a Christmas tree to be displayed outside the café. **RESOLVED**: That the application be **declined** in accordance with the Council's Grant Policy, which permits only one grant award per organisation within a financial year. Members noted that Rogiet Community Junction had already received a grant during the current financial year. The Clerk to notify both organisations.
13	**Rogiet Hub Refurbishment Project**
13.1	Community Interest Company (CIC) – Expressions of Interest Members received an update on the Expressions of Interest received following the Council's Facebook publicity and distribution of flyers to households in Rogiet regarding involvement in the proposed Community Interest Company (CIC) for the Pavilion/Rogiet Hub. **Noted:** That 15 Expressions of Interest had been received from residents. Members discussed whether the Council would have any oversight or involvement in determining who could become members of the proposed CIC. **AGREED:** That the Expressions of Interest, together with the Council's potential role in overseeing CIC membership to be discussed further at the Extraordinary Meeting of Council specifically convened to consider matters relating to the Pavilion/Rogiet Hub.
13.2	Any other related items. Noted 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.
14	**Pavilion**
14.1	**Severn Tunnel Junction Football Club** Council discussed the use of the football pitch and changing facilities at the Pavilion following the news that the football team does not intend to do formal training as a team or play matches for the 2026/27 season.

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	Agreed: That the pavilion keys would be retrieved from the football club, and that the club would be asked to tidy the storage shed. It was also agreed that grass-cutting of the pitch will continue - for the benefit of other potential hirers, and casual use by the children of the village.
14.2	**Any other related items** None.
15	**Village Matters**
15.1	**Fences – RCC land by Reens – Update** It was noted that Cllr Ellwood had a brief response regarding the fencing on Council land by Reens, despite the matter having been ongoing for approximately seven months and chased on a monthly basis. Cllr Ellwood will chase the matter again. Cllr Pickin also updated members about the overgrown vegetation in the pumping station, particularly in relation to potential flooding. Cllr Pickin agreed to chase again and report back to council.
15.2	**Rogiet in Bloom 2026 – Update** Members received an update on the Rogiet in Bloom 2026 competition. **Noted:** That the prize-giving ceremony had taken place prior to the Ordinary Meeting of Council that evening, with prizes presented to the successful entrants in these categories. MOST COLOURFUL GARDEN Winner: Rosetta Pickin Runner-Up: Terry Bessant BEST CONTAINER AND/OR HANGING BASKET DISPLAYS Winner: Richard Hayes Runner-Up: Rosetta Pickin MOST INSECT/WILDLIFE FRIENDLY GARDEN Winner: Beryl Stopgate Runner-Up: Robin Castree BEST KEPT ALLOTMENT Winner: Rosetta Pickin MOST VARIETY ALLOTMENT Winner: Rosetta Pickin TALLEST SUNFLOWER Winner: Jane Bate Runner-Up: James Harrison Prizes awarded were in the form of Chepstow Garden Centre gift cards: a £40 card for category winners and a £20 card for category runners-up.
15.3	**Remembrance Sunday – 8 November 2026** Members received an update on the arrangements for the Remembrance Sunday Service to be held on Sunday, 8 November 2026. **Noted:** Local Royal British Legion (RBL) members had confirmed their attendance and had arranged for a bugler to attend the service. Reverend Gilly Hubbard would be conducting the Remembrance Service.

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	RESOLVED: That the Council **approve** the purchase of two poppy wreaths from the Poppy Shop at a cost of £23 each. Actions for the Clerk: (1) Contact Reverend Gilly Hubbard to confirm the service arrangements and establish whether any further assistance is required. (2) Formally invite County Councillor Peter Strong and Catherine Fookes MP to attend the service. Cllr Ellwood to invite JF to the service and enquire whether she would be willing to assist with the refreshments - as in previous years.
15.4	**Defibrillator Provision** Members discussed the provision of additional defibrillators within the village, with the aim of ensuring accessibility at both ends of Rogiet. **RESOLVED:** That the Council **approve** the purchase of a new defibrillator and external cabinet from Safelincs at a cost of £1,290 plus VAT and approved installation costs of £120 - to be installed at T&S Tyres and Servicing. Members also discussed the possibility of installing an additional defibrillator at Elizabeth Sparks Close. **Action:** The Clerk to contact Awen Housing Association to enquire about the feasibility and necessary permissions for installing a defibrillator at Elizabeth Sparks Close and report back to Council at a future meeting. **Budget:** Members agreed that a new budget heading for defibrillators be created, with £1,410 to be vired from the Miscellaneous/Community budget to the new budget heading. This will be incorporated into the financial review at the November Finance Meeting. Provision for an additional defibrillator is also to be considered within the new budget heading at the November Finance Meeting, subject to further Council approval of the proposed purchase.
15.5	**Rogiet Community Council – Car Park Profit Scheme** Members received the annual profit share breakdown from Monmouthshire County Council (MCC) for the 2025/26 financial year - £5,242.42 **Noted:** The Council's profit share had increased from £4,278.48 to £5,242.42 Members welcomed the increase in revenue. No significant concerns were identified within the expenditure breakdown. **RESOLVED:** That the Council accept the financial breakdown provided by MCC without further challenge and agree in principle to increase the budgeted profit share income from £3,000 to £4,000 for the 2027/28 Financial Year onwards - subject to the annual budget-setting process.
15.6	**Any other related items** <u>Christmas Tree Quotation</u> Members considered a quotation for the Christmas tree on the main road in Rogiet. **RESOLVED:** That the Council **approve** the quotation of £305 plus VAT for the supply, delivery and installation of the Christmas tree. **Noted:** That the Council is currently in the second year of its three-year agreement with City Illuminations for the provision of the village Christmas lights.

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	Zipwire Inspection and CCTV Maintenance Cllr Ellwood confirmed that arrangements would be made for the zipwire inspection and CCTV maintenance, as previously approved by Council. Cllr Ellwood to organise both.
16	**Windmill Post** Members received an update from the Working Group meeting held on 23 September 2026. Noted that the Working Group had agreed the articles to be included and the proposed work plan for the project. Council concurred. The deadline for submission of articles was confirmed as 30 October 2026. **AGREED:** That the submitted articles and associated printing costs be brought to the November Ordinary Meeting of Council for final consideration and approval. The timing of the Summer 2027 edition was briefly discussed, in the frame of the timing of the Local Government Elections in May. Cllr Ellwood agreed to look at the implications of publishing a month earlier or a month later than usual.
17	**Severn Tunnel Centenary Mural – update** Members received an update regarding the proposed location and installation of the Severn Tunnel Centenary Mural. Members noted that the original proposal to install the mural high on the eastern elevation of the school remained a possibility, although concerns had been raised regarding potential risks and long-term maintenance. An alternative proposal was presented involving the removal of the redundant wooden climbing wall and installation of the mural in its place, supported by aluminium posts approximately 1.5 metres above ground level and enclosed by a low bow-topped fence similar to that outside the café. **AGREED:** That the Council support the alternative proposal in principle, allowing further discussions and details, subject to final costs and installation arrangements being brought back to Council for consideration and approval.
18	**Recommendations for Agenda Items for Next Ordinary meeting** Defibrillator - Rogiet West.
19	**NEXT MEETING(S)** **October 2026** 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 – Finance Meeting for Budget/Precept – Zoom only – 7:00 pm **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

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	January 2027 13 January 2027 – Ordinary Meeting – Pavilion and Zoom – 7:00 pm 27 January 2027– Working Group 5 Year Plan – Zoom only – 7:00 pm (Moved from November 2026) **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
	Meeting ended 8:55 pm.

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