Cyngor Cymuned Rogiet Community Council

Minutes

Minutes of the Extra Ordinary Meeting of Rogiet Community Council held on Wednesday 28 October 2026 at 7:00pm at the **Pavilion Rogiet** and by **Zoom**

Ordinary Meeting

	Open Forum None.
01	**ATTENDANCE & APOLOGIES FOR ABSENCE** Cllrs Ellwood (Chair), Cromwell and Pickin (Pavilion) Cawley, Wilson and Winskill (Zoom) Clerk/RFO – Alice Vaughan (Zoom) Apologies – Cllr Trow
02	**Interests Declared** The Clerk declared that she personally knew the owners of two of the cleaning companies under consideration. The Clerk has no vote. To be noted only.
	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. Item 03. Cleaning Quotes.
03	**Cleaning Arrangements – Rogiet Community Hub** The Clerk presented a comparison of three commercial cleaning quotations against the estimated costs of employing a cleaner directly. Members considered costs, service provision, training, insurance, cleaning materials and the frequency of cleaning required. Members discussed the benefits of appointing a contractor, including cleaning products, holiday and sickness cover and relevant compliance requirements. **Resolved and approved** to appoint Squeaky Clean Solutions Ltd at £431.67 + VAT per calendar month (1-year contract) commencing 1 November 2026. The company will provide its insurance documentation and relevant records for the Council's files.

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04	**Rogiet Community Hub – Refurbishment Project and Future Development** Funding opportunities The Chair presented his research into potential funding routes for the proposed Pavilion and Community Hub refurbishment project. Members considered examples from Penzance (a Town Council) and some Welsh communities (Haverfordwest, Neyland) where Community Interest Companies (CICs) have been set up to own and operate new community facilities, in partnership with local councils, sports clubs and county councils. The funding opportunities presented included: National Lottery People and Places Fund, Welsh Government Community Facilities Programme, and the UK Government Public Works Loan Board (PWLB). It was explained that not all streams are available to all types of organisations. For example, a community council is eligible to apply for the National Lottery P&P grant, and for a PWLB loan, but not for a Welsh Government CFP Fund. On the other hand, a CIC (or a charity) can access both the major sources of grant funding, but not a PWLB loan. The Chair also outlined other differences between a CIC and a Charitable Incorporated Organisation (CIO). CICs were considered potentially more flexible and easier to establish, whereas charitable organisations could benefit from tax reliefs, Gift Aid and access to certain funding streams, but would involve additional regulatory and administrative requirements. The asset-lock provisions applicable to CICs were explained: a CIC established to own and operate a community facility for the benefit of the community cannot later change the arrangements or sell the facility in order to generate private profit). Members noted that establishing a CIC was one possible route, alongside creating a charitable organisation like a CIO, or retaining Council ownership, using part grant funding and part borrowing (from PWLB). Establishing a Community Interest Company Members discussed the potential benefits and challenges of establishing a CIC to support the refurbishment and future operation of the Hub. There was support for exploring a CIC as a means of attracting volunteers, community involvement and potential funding, while recognising the workload placed on a small Council. Members emphasised that establishing a CIC would not result in the immediate transfer of the Pavilion or other Council assets. Any future lease or asset-transfer arrangement – a requirement to gain eligibility to apply for the major funding streams – a would require separate consideration and approval by the Council. Members discussed inviting prospective volunteers to work together independently to develop the proposal. It was suggested that volunteers should receive clear information about the responsibilities of a CIC, funding expectations and the Council's objectives. A proposed 12-month period was discussed during which the prospective CIC group could demonstrate progress towards fundraising and community engagement (e.g. surveys) for the project. The specific objectives and arrangements for reviewing progress would need to be agreed.

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The meeting's overall direction was to proceed with exploring the CIC option on a staged basis, while retaining Council control of its assets and making no immediate commitment to a lease or transfer. The Chair acknowledged that Cllr Cromwell did not support the proposal but confirmed that the majority supported this staged approach.

Refurbishment options and interim facilities

Members discussed the existing planning permission which has already been in place for nearly 18 months, and the fact that we need to 'put spades in the ground' within five years of the approval date, in order not to lose that approval.

Options for the changing-room area were considered, including undertaking initial groundworks, drainage and installing a concrete base that might accommodate a temporary portacabin facility.

Members expressed differing views about the value of temporary facilities and the risk of committing public funds to preliminary works without certainty that the wider project could be completed. The potential for improvements to the MUGA surface was also raised, particularly in relation to children's safety and encouraging tennis and other community activities.

Borrowing and financial implications

The Chair presented indicative Public Works Loan Board calculations based on a hypothetical £300,000 loan towards a £600,000 project.

The estimates discussed included:

A 20-year loan period, at a fixed interest rate of approximately 6.5%, with annual repayments of around £26,365 and a precept impact of approximately £33 per household per year, with a total amount repaid of £506,077.

A 50-year period, at a rate of approximately 6.7%, with annual repayments of approximately £20,800 and a precept impact of around £26 per household per year, with a total amount repaid of more than £1 million.

Other periods are available. The general advice in the PWLB Guidance document is for councils to borrow for the shortest term that they can afford.

Cllr Pickin expressed opposition to long-term borrowing, citing the risk of leaving future councils with substantial liabilities if the facility's use or income declined. Cllrs Ellwood, Cawley and Wilson were more open to the borrowing route, because of its simplicity and the fact that the repayment costs – when spread across 787 properties – seems quite affordable and modest, especially when compared to typical yearly increases in the basic council tax extracted by the county council.

It was noted that in the event of council / boundary changes, successor or amalgamated councils could inherit both the assets and liabilities of predecessor councils.

No decisions were made on borrowing or the overall funding structure.

Next steps for prospective CIC volunteers

Members agreed that prospective volunteers should receive information outlining the Council's expectations, the proposed 12-month timeframe and relevant guidance on CIC formation and funding before a meeting takes place.

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	The Council would need to prepare a one-page summary and provide links to relevant background information. The information pack was to be circulated to CIC Volunteers before Christmas. A meeting with prospective volunteers was proposed for January (date to be confirmed at next OM). Cllr Ellwood and Cllr Pickin would be the Council's representatives to meet with the prospective volunteers, with other Members able to participate remotely or contribute as appropriate. A tour of the Pavilion was also suggested, to enable prospective volunteers to understand the building's current condition and the purpose of the proposed refurbishment. The matter would remain on the agenda for the next Ordinary Meeting of Council, when further arrangements could be considered.
5	**NEXT MEETING(S)** **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 **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 8:40pm

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