



# GRAIG COMMUNITY COUNCIL

## Minutes of the Full Council held at Graig Community Centre Bassaleg 7pm on 28th September 2016.

**1. Apologies for absence:** Cllrs P John, J Harris.

**Present:** Cllrs R Caston, A Whitfield, D Evans, M Smart, K Sayer, K Harries, N Mountain P Gregory, W Haigh, L Fry, V Cox-Wall, P Appleton, D Williams.

**2. Public Representation:** None.

**3. Minutes:** The minutes of the meeting held 31<sup>st</sup> August 2016 previously circulated were read and approved. Proposed Cllr Harries seconded Cllr Caston.

**4. Clerk's Report:**

The Clerk's Report previously circulated was briefly discussed. Regarding the former Garthfield Cottage site, it was noted that recently the banking which had been cut away to accommodate a proposed development had partially collapsed as feared. Council expressed concerns about the potential for collapse of the public footpath just beyond the boundary fence, as this is well used by members of the public and schoolchildren travelling to Pentrepoeth School. Cllr Caston also reported that NetworkRail had not adequately cleaned up the areas around Pye Corner railway bridge. **Action: Clerk to contact NetworkRail again and request the area be revisited.**

**5. Projects:**

a. Rhiwderin Community Centre upgrade – Cllr Whitfield presented 2 quotes for replacement window blinds for the centre's main hall, as the previous blinds had been damaged beyond repair. Cost were given as £760 and £682, Cllr Whitfield was instructed to progress with her recommended supplier, the cost to be included in Rhiwderin Community Centre's upgrade budget.

Cllr Appleton joined the meeting at 7.15pm.

Cllr Fry recommended to Council that the condition of the Centre's roof be explored. It had been temporarily repaired some time earlier and he felt a full report should be compiled by a professional to see if further work is required.

Cllr Cox-Wall joined the meeting at 7.30pm.

It was agreed that the roof should be examined during the half term break for Meithrin to cause minimum disturbance to users. **Action: Cllr Whitfield to progress the replacement of the window blinds and Cllr Gregory to contact a surveyor for the roof.**

b. Lower Machen replacement bench – Cllr John was unable to attend the meeting but Council were informed the delivery of the bench had been arranged and it would be in place within the next couple of weeks. **Action: Cllr John to progress.**

c. Flower planters – Cllr Gregory suggested an action group be set up to progress the decoration and relocation of the remaining planters and to decide a on planting scheme for the planters already located to give displays during the Winter/Spring. **Action: Cllrs Smart, Appleton and Sayer volunteered to form the action group and progress the project.**

d. Graig Community Council calendar – Cllr Mountain presented a new draft of the calendar for approval from Council and reported that the addition of the front cover had raised the cost to £800 for 500 calendars. He told Council that a small amendment needed to be made before production. **Action: Sub-committee to make the final approval and Cllr Mountain to arrange printing.**

e. Queen's 90th Birthday – The Clerk reported that installation of the tree was in hand. Cllr Caston made a suggestion for its location. **Action: Clerk to progress.**

f. Picnic benches for open spaces and play areas – The chosen picnic benches had been delivered and a contractor had been asked to give quotes for locating, providing different bases, assembling and fixing the benches in place. **Action: Cllrs Gregory and Appleton to progress.**

**6. Reports:**

a. City Councillors – Cllr Williams advised Council had been working on an issue at Highfield Gardens regarding some overhanging trees at Foxwood Court which had hopefully been resolved. He also reported that the parking issue at Garth Terrace had become complicated by some steps being created leading from Garth Terrace into the rear garden of a home in Foss-y-Fran. He was also aware that there were issues with delivery drivers accessing Tredegar Street in Rhiwderin removing the chain across the bottom of the street and damaging the bollards by reversing into them, which he was trying

to resolve. He was also trying to get AMEC to re-mark the parking bay outside Bassaleg Post Office as a form of community payback. The company offered to assist the area in compensation for the upheaval of the recent gas pipeline installation through the villages. He reported the issues at Court Crescent are improved, but it was hoped more yellow road lines will be painted to restrict unauthorised parking. He confirmed he had received the email from the Clerk asking him to lobby the City Council on a number of outstanding issues, and Council asked him to take these issues up with them on Council's behalf. He confirmed that NCC would be able to provide bin stickers as previously discussed to advise users that dog fouling could be deposited in general litter bins and would arrange to collect some. Cllr Fry asked if there had been any progress on the vehicles at Pentrepoeth Road that Cllr Williams was looking into, Cllr Williams had spoken with the owners but would try again to have the issue resolved. Cllr Gregory asked him to arrange for some 30mph signs to be installed close to the main entrance gates of Bassaleg School on Forge Road. Council also asked him to find out how the City Council prioritised reported issues, and what is its system for resolving both priority and non-priority issues. **Action: Cllr Williams to pursue the issues of parking on Garth Terrace, and attempt to resolve the issue at Tredegar Street. To press AMEC to carry out the parking bay re-marking at Bassaleg Post Office and press NCC to carry out the installation of yellow lines at Court Crescent. Also to lobby NCC to resolve the longstanding issues identified by the Council, obtain some litter bin stickers, progress the issue with the cars at Pentrepoeth Road, arrange for some 30mph signs to be installed by Bassaleg School and find out how the City Council deals with reported issues.**

Cllr Whitfield left the meeting at 8.15pm.

- b. Graig Community Hall – Cllr Evans reported that the Hall Committee had discussed the possibility of renting the Pump House building and recommended to Council the proposal be abandoned due to concerns over car parking and storage issues. This was debated by Council and it was felt that there could be solutions to the problems and worried that it could be a missed opportunity. They agreed that the proposal should be further explored and that an action group should look again at the proposal in a solution focused way. Cllrs Gregory, Cox-Wall, Appleton and Caston to look again at the proposal, and work with the proposer to see if adequate solutions could be found. Cllr Fry put forward a suggestion for better use of the car park which will be discussed at the next meeting. **Action: Action group to investigate the Pump House proposal and bring findings back to Council. Clerk to forward Cllr Fry's car park suggestion to all Members for perusal and discussion at the next meeting.**
- c. Rhiwderin Community Centre – Discussed above.. **Action: None required.**
- d. Best Kept Villages Group – NTR. **Action: None required.**
- e. Allotments – Cllr Caston reported that the Allotment Association Secretary felt that now the water tanks have been repaired, they seemed to be performing adequately and would not need levelling. An inspection date was set for 23<sup>rd</sup> October at 10.30am. **Action: Clerk to inform Members of Council's Allotment Sub-Committee of the inspection date.**
- f. Play Areas – Cllr Gregory told the group that the site at Rhiwderin Village was almost complete, and that once it was, a meeting will be held with the NCC officer in charge of the projects. **Action: Cllr Gregory to progress.**
- g. Burial Board – Cllr Gregory advised Council of the latest progress. **Action: Cllr Gregory to progress.**

## **7. Items for Next Agenda:**

- a. Precept discussion - 12th October 2016 meeting

## **8. Items for Discussion/Action:**

- a. Approval of accounts following external audit – the Clerk presented the fully externally audited accounts to Council for approval along with the auditor's "Issues Arising from the Audit" report and an action plan to address the minor issues identified during the audit. Council were content with the findings and the way the audit was conducted. The paperwork and accounts were approved proposed Cllr Caston, seconded Cllr Gregory and agreed by all. Permission was given to the Clerk to advertise the paperwork according to the legal requirements. **Action: Clerk to action all the requirements set out by the auditor within the required time limits.**
- b. Litter issues in Afon Village update – The Clerk updated Council on the latest news regarding the issue. NCC have yet to fully agree to the replacement of the smaller litter bins with larger bin. **Action: None required until NCC decide on a way forward.**
- c. Adoption of footpaths update – The Clerk forwarded evidence forms to some Cllrs to distribute to residents who use the path regularly. **Action: Clerk to progress.**
- d. Review of Parliamentary Constituencies – noted. **Action: No action required.**
- e. Liaison Meeting update (inc Concurrent expenditure) – Members who attended the meeting updated Council. A presentation had been given on the new Wellbeing of Future Generations Act 2015 and

what implications it has on NCC and large organisations. The Concurrent Expenditure was also discussed but no decision had been made about how the fund would be allocated for 2017/18. **Action: No Action required.**

- f. Invitation to Hate Crime Awareness event – Noted. **Action: No Action required.**
- g. Rotary Club email – An introductory email to Council was read out and was noted. **Action: no action required.**
- h. Councillor vacancy – Following confirmation that it was not necessary for Council to hold an election to fill the vacancy, a date was set to hold informal interviews with the interested candidates on 5<sup>th</sup> October 2016. **Action: Clerk to invite the prospective candidates to attend the interview process.**

**9. Correspondence for Information:** Not discussed.

**10. Accounts for Payment:** Accepted. Proposed Cllr Caston seconded Cllr Harries

Clerk salary and office allowance for September 2016 (including backdated salary increase)	£2192.06
September misc. expenses	£59.00
Mr C Ricci - bin cleaning & litter picking September 2016	£180.00
Newport City Homes - grass cutting costs for Fort View play area August '16	£212.04
TalkTalk - broadband charges to Graig Hall	£26.34
Monmouthshire County Council - repairs to St Basils Roundabout bollards	£540.00
Royal British Legion - Donation and payment for Remembrance Day wreath	£100.00
TSOHost - Community Council monthly email hosting cost	£5.00
NBB Recycled Furniture - Picnic benches x 5	£3180.00
<b>Total to date:</b>	<b>£6435.44</b>

**Receipts:** None

**11. Urgent Business not discussed above:**

- a. Cllr Gregory told the group that Cllr Appleton had expressed an interest in becoming a Governor at Pentrepoeth Primary School. As Cllr Evans term of office was coming to an end and he wished to stand down, it was agreed that Cllr Appleton should take his place. **Action: Clerk to inform the Governor Support Officer.**
- b. Cllr Gregory mentioned that he was aware that more graffiti was appearing, some at the new play areas. Cllrs were asked to email the Clerk with the locations of any graffiti noticed in the villages so she was able to report it all again to NCC. **Action: All Cllrs to report graffiti locations to the Clerk so a list could be compiled, then the Clerk to report the issue again to NCC.**

**12. Planning:**

- a. App No: 16/0935 Type: Full Site: Phase H3 Plot 40 Jubilee Park Development Site, Tregwilym Road, Rogerstone, Newport. Proposal: SUBSTITUTION OF HOUSE TYPE, ALTERATION TO APPROVED DWELLING TO INCLUDE THE ERECTION OF A REAR CONSERVATORY. Comment: No objections provided neighbours are consulted and agree.
- b. App No. 16/0974 Type: Full Site: 50 Ffos-y-Fran, Bassaleg, Newport NP10 8LU. Proposal: PROPOSED SINGLE STOREY FRONT EXTENSION, PROPOSED REAR EXTENSION, GARAGE CONVERSION, NEW PARKING TO FRONT AND ALTERATIONS TO REAR GARDEN LEVELS. Comment: No objections provided neighbours are consulted and agree.
- c. Additional Information: App No. 16/0698 Type: Full Site: 35 Tredegar Street, Rhiwderin, Newport NP10 8RJ. Proposal: ERECTION OF FIRST FLOOR REAR EXTENSION, SINGLE STOREY REAR EXTENSION AND DETACHED GARAGE. Additional/amended information received. Comment: No objections provided neighbours are consulted and agree.

**13. Dates of next meetings:**

Planning Meeting - Wednesday 12th October 2016 at 7pm  
Full Council Meeting - Wednesday 26th October 2016 at 7pm

There being no further business to discuss, the meeting was closed 9.45pm

Signed..... (Chair) – 26th day of October 2016

Posted to notice boards 04.11.16

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