



GRAIG COMMUNITY COUNCIL

Minutes of the Full Council held at Graig Community Centre Bassaleg 7pm on 7th June 2017.

1. Apologies for absence: R Caston, K Sayer, P Gregory.

Present: Cllrs A Whitfield, D Evans, K Harries, P John, J Harris, W Haigh, L Fry, P Appleton, J Bailey, K Thomas, N Tarr.

2. Public Representation: None

3. Minutes: The minutes of the meeting held 10th May 2017 previously circulated were read and approved. Proposed Cllr John seconded Cllr Tarr. Arising from Item 3, Cllr Harris thanked the group for its commiserations on the outcome of the recent City Council elections. Regarding Item 8b, Cllr Fry reported that he was attending to the items on the list and progress was being made. Council discussed the use of contractors and felt work should be spread more evenly between local businesses.

4. Reports:

a. Police - The report for the Police for May was reviewed. The report contained the following information: During May there had been 107 calls to the Police, 13 of which were crimes. The breakdown was as follows: Violence Without Injury - 5, All Other Theft - 1, Burglary Dwelling - 1, Public Order - 1, Criminal Damage/arson - 2, Shoplifting - 1, Drug Offences - 1, Misc. Crimes Against Society - 1. The next Your Voice survey will take place in November 2017, please email <https://www.gwent.police.uk/yourvoicesurvey/> with any suggestions or issues. The ward priority for Graig is now anti-social behaviour in Lavender Way, Rivermead Way and Jasmine Close. Actions and activities by the local teams during May included: Reports received about anti-social behaviour in the area of McDonald's, local teams had carried out patrols to try to establish the identities of the youths involved. Reports of tomatoes being thrown out of a vehicle in Afon Mead, the driver was located and given a Section 59 warning. If he is caught acting in an Anti-Social way again his vehicle will be seized. There were no Emerging Trends this month. Other Information: Cold calling, unfortunately these days not everyone who calls to your door is who they seem to be - residents should always be on their guard when answering the door, Police advice is **IF IN DOUBT KEEP THEM OUT, ALWAYS BE PREPARED, BE IN CONTROL**, and **CALL A NEIGHBOUR OR THE POLICE IF YOU HAVE ANY CONCERNS ABOUT THE PERSON AT YOUR DOOR**. Council still felt the report did not give meaningful information. **Action: None requested.**

5. Items for Discussion/Action:

- a. To approve and sign Council's Annual Return in readiness to submit to the external auditor - The Clerk presented the internally audited annual return and the audit report produced by the internal auditor, along with the associated paperwork requested to accompany the annual return and audit report documents which were now to be sent to the external auditor. The internal audit report was read out and briefly discussed, the report highlighted no no-compliances but did highlight 2 areas of weakness. The first, that the risk assessment of Self Managed Risk was just out of date and should be completed annually, consequently it was recommended it be carried out at the first available meeting (please see Item 5b below). The second, that Council's asset register contained a mixture of items at cost and insurance values. The Clerk explained that historically, and until the past few years the asset register was updated annually using insurance values which was not best practice. This practice had not been used for a good number of years, however many items assessed in that manner were very old and it was not possible to rectify the figures. The asset register has been updated in recent years as per cost value correctly, but this issue may always be highlighted even though the internal auditor agreed it could not be rectified satisfactorily. It was proposed by Cllr Evans the return and associated paperwork be accepted. This was seconded by Cllr Harries and agreed by majority. The annual return was signed and the paperwork annotated as required. **Action: Clerk to forward all the required documents to the external auditor and work with them on any queries during the coming months.**
- b. To perform a risk assessment of Council's Self Managed Risk - The risk assessment as mentioned above was carried out as required. **Action: Clerk to forward this document to the external auditor if required. Clerk to diarise the completion of the assessment on an annual basis each April to ensure compliance.**

- c. Letter from Ken Skate AM - Following Cllr Cox-Wall's meeting with the AM, Mr Skate wrote to her regarding the issues raised. Namely, the issues with traffic on Caerphilly Road and Pentrepoeth Road. He advised that there was little he could do to help as the issues raised should be for the City Council to address. Council were very disappointed with this response. **Action: Council to consider how to proceed, but meanwhile to write to Jane Bryant the Newport West Assembly Member.**
- d. Items for forthcoming Liaison meeting - None at this time. **Action: Cllrs to contact the Clerk within the deadline given if any items arise.**
- e. BKV request for financial assistance with planters - The group asked if Council were willing to pay towards additional planter costs for planters that were previously maintained by NCC but for the past few years have had to be managed by the group as NCC have made cut-backs. £100 was agreed to contribute as usual. The cheque to be authorised at this meeting. The Horticultural Group briefly discussed their plans for the coming few weeks. **Action: Clerk to present the cheque later in the agenda and forward to the group.**

6. Items for Next Agenda:

- a. Remembrance Sunday - 28th June 2017 meeting
Action: Other items were put forward but it was decided that Cllrs should take matters forward rather than add them to an agenda. Cllr Haigh to contact NCC regarding surplus rainwater affecting the car park of Foxwood Court, Cllr Whitfield to report maintenance issues on the footbridge over the A467 and Clerk to arrange that the next time the hedgerow between The Griffin and the allotment site is cut, that it be lowered to 2 metres.

7. Urgent other business not on the agenda:

- a. The mud on Park View highway was discussed, and the Clerk was asked to contact Cllr Williams who had agreed to look at the planning conditions for the former Tredegar Park Golf Club development to check whether wheel washing was a requirement, and if so, was this taking place. **Action: Clerk to email Cllr Williams.**

- 8. **Accounts for payment:** Proposed Cllr John, seconded Cllr Harries
Best Kept Villages Group - Assistance towards planter costs

£100.00

Receipts

None to date

9. Planning:

- a. CONEX 17/0508 Proposal: PART SINGLE STOREY, PART TWO STOREY SIDE EXTENSION. Site: 9 Harlech Drive, Rhiwderin, Newport. NP10 8QS Application Type: Full **Comment: No objections provided neighbours are consulted and agree.**

10. Correspondence for information: Not discussed

11. Dates of next meetings

Full Council Meeting – Wednesday 28th June 2017 at 7pm
Mid-month meeting - Wednesday 12th July 2017 at 7pm

There being no further business to discuss, the meeting was closed at 8.10pm

Signed..... (Chair) – 12th July 2017

Posted to notice boards 21.07.17

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