



GRAIG COMMUNITY COUNCIL

Minutes of the Full Council Meeting held at Rhiwderin Community Centre Bassaleg 7pm on 27th February 2019.

1. **Apologies for absence:** A Whitfield, K Sayer, J Bailey, S Grey, M Cornelious.
Present: Cllrs R Caston, D Evans, M Smart, K Harries, P Gregory, J Harris, W Haigh, L Fry, P Appleton, K Thomas, N Tarr. Chaired by P Gregory.
2. **Public Representation:** None
3. **Minutes:** The minutes of the meeting held 30th January 2019 previously circulated were read and subject to a minor amendment were approved. Proposed Cllr Evans, seconded Cllr Harries. Arising from the minutes it was noted that all the action points had been dealt with. It was noted that the coping stones on the underpass at Grosvenor Road had not been repaired as stated by NetworkRail.
Action: Clerk to contact NetworkRail to discover the delay.
4. **Clerk's Report:** A Clerk's Report previously circulated was briefly discussed and accepted as a true reflection of matters to date. Proposed Cllr Caston, seconded Cllr Thomas. It was agreed that some items could be removed, and others just listed and only annotated when an update was available.
Action: Clerk amend the report for the next edition.
5. **Projects:**
 - a. Rhiwderin Community Centre upgrade: Cllr Gregory reported that he would try to get a progress report on the funding applied for. **Action: Cllr Gregory to try to obtain an update.**
6. **Reports:**
 - a. Newport City Councillors – None in attendance, Cllr Cornelious had asked Cllr Gregory if the Community Council would consider assisting St Michael's Church in Lower Machen. It was agreed that Council would consider any requests for assistance from the ward and had helped the church financially on a number of occasions in recent times. **Action: Cllr Gregory to relay the information to Cllr Cornelious.**

Sub Committees

Graig Community Centre – Cllr Fry reported that work to upgrade the entrance foyer was almost complete. Council suggested inviting Cllr Wilcox the leader of NCC to attend a future meeting both to see the facilities at the Hall and meet with Council. **Action: Cllr Fry to progress upgrade, Clerk to send invitation to Cllr Wilcox.**

Rhiwderin Community Centre - Covered in 5a above. Also, Cllr Gregory reported that the Centre had been broken into causing considerable damage to 8 doors and frames and a lot of clearing up. The Police were called, and an insurance claim is being made. **Action: see 5a above. Cllr Gregory to advise the Clerk when quotes for repairs were available, and Clerk to administer the insurance claim.**

Allotments – NTR. **Action: None necessary.**

Burial Board - Cllr Gregory and the Clerk to meet with NCC's Head of Law and Monitoring to discuss the current difficulties with the Board. Actions were agreed following the outcome of the meeting but would hinge on advice from the NCC Officer. **Action: Chair and Clerk to meet with the Officer and act on the actions agreed if appropriate.**

Working Groups

Play Areas Group – NTR. **Action: None necessary.**

- h. Horticultural Group/ BKV Group – Cllr Appleton had spoken to a local contractor regarding the sleepers around the flower beds and the stones needed for the proposed refurbishment of the roundabout at St Basil's shops, and also the removal of the Christmas tree at Rhiwderin. **Action: Group to progress.**
- i. Technology Group – Group to meet next week to progress the website. **Action: Group members to attend the meeting.**
- j. Rhiwderin CC Fundraising Group - Discussed in 5a above. **Action: See 5a above.**
- k. Events & Social Group – NTR. **Action: None at this time.**
- l. Consultation Review Panel – Cllr Tarr reported that the last meeting had been postponed. Cllr Smart agreed to join the panel when the meeting had been re-arranged. **Action: Cllr Tarr to administer.**

7. Items for forthcoming agendas:

Boundary Commission Wales review – 13th March 2019 meeting

Meeting time change – 13th March 2019 meeting

Grassed area at junction of Caerphilly Rd and The Griffin – 13th March 2019 meeting

8. Items for Discussion/Action:

- a. NCC Concurrent withdrawal update – There was no update available. **Action: Clerk to report news once received.**
- b. Grassed area at junction of Caerphilly Rd and The Griffin – Cllr Fry asked Council to consider if any improvements were needed to the area, such as should the Best Kept Villages sign being refurbished and updated, or should it be removed and replaced with an alternative village sign? Should the St Cecelia apple tree be propagated to ensure its survival? Could a memorial garden be created? Does Council need a permanent electricity supply in the area for any future needs such as a Christmas tree. Cllrs were asked to consider these items and any ideas/suggestions should be brought to the next Mid-Month meeting. **Action: Clerk to add this to the next agenda, Cllrs to bring suggestions/ideas to the next meeting.**
- c. Planning Aid Wales free training opportunity – The Clerk advised Council of the free training opportunity. This was taken up by the Chair, the Clerk and Cllrs Haigh and Thomas (and later outside the meeting by Cllr Sayer). **Action: Clerk to arrange for attendance.**
- d. Risk assessments – The Clerk asked for Council's risk assessments to be performed to ensure Council procedures are up to date and compliant as is carried out annually. Cllrs Thomas and Haigh volunteered to carry out the task. **Action: Clerk to forward the assessments and work with the Cllrs to supply any information needed. Cllrs to perform the assessments.**
- e. Clerks appraisal date – the Clerk's annual appraisal was set for 21st March 2019 at 11am. **Action: Cllrs Gregory, Caston, Smart, Haigh, Thomas and Tarr to attend along with the Clerk.**
- f. Community engagement funding opportunity – The Clerk advised of a possible funding opportunity which Cllr Smart agreed to review. **Action: Cllr Smart to review and advise if applicable to Council.**
- g. Path through open space maintenance – Cllr Thomas reported that maintenance was needed to areas of the path through the open space in Bassaleg. Water was pooling in areas and the path was worn in places. Cllr Appleton also mentioned that the path on the open space at Caernarvon Drive in Rhiwderin was being washed away and in need of maintenance. Cllr Fry agreed to have them looked at and return to Council with a quote for repair. **Action: Cllr Fry to progress.**

9. Correspondence for Information:

Not discussed

10. Accounts for Payment: Proposed Cllr Caston seconded Cllr Harries and accepted.

Clerk salary and office allowance for February 2019	£2027.38
Misc expenses for February 2019	£65.19
TSO Host – Monthly webmail charge	£5.00
Complete Business Solutions – office supplies (2 invoices)	£437.65
Kimpton Flooring Ltd – new flooring re Graig Hall foyer refurbishment	£1134.00
R Charles Plastics – miscellaneous works to Graig Hall foyer refurbishment	£2030.00
One Voice Wales – annual subscription	£843.00

Total to date: £6542.22

Receipts:

None

11. Urgent Business not discussed above:

- a. Cllr Harris noted that the Graig logo signs about the ward had become very faded and suggested replacing them. Cllr Tarr agreed to check all signage that Council is responsible for and return a list to Council for a decision on what needs replacing. **Action: Cllr Tarr to review and return to Council once a list has been compiled.**
- b. Cllr Thomas confirmed that he and a neighbour would commit to emptying a litter bin if one were supplied by Council at the entrance to Bethel Chapel on Penylan Rd. **Action: Cllr Fry to action when convenient.**
- c. Cllr Thomas advised that the amount of litter in the Hall car park each morning left by car park users the evening/night before was very unsightly. Cllr Evans advised that the cleaner for the Hall did litter pick the area on a regular basis, but he would ask for a closer eye to be kept on its condition. **Action: Cllr Evans to request the Hall cleaner pay particular attention to the car park.**

12. Planning:

- a. 19/0137 – Proposal: Detached garage to be extended and made into a habitable room and single storey extension to rear of property. Site: 60 Camellia Avenue, Rogerstone, Newport. NP10 9JA. Application Type: Full **Comment: No objections provided neighbours are consulted and agree.**

13. Dates of next meetings:

Mid-Month meeting – Wednesday 13th March 2019 at 7pm.
Full Council Meeting – Wednesday 27th March 2019 at 7pm.

There being no further business to discuss, the meeting was closed at 9.16pm

Signed..... (Chair) – 27th March 2019

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