



# GRAIG COMMUNITY COUNCIL

## Minutes of the Full Council Meeting held remotely via Zoom Video Conferencing on 24<sup>th</sup> June 2020 at 7pm

This meeting was held remotely via Zoom due to Covid-19 restrictions. Those unable to join due to lack of technology received that agenda for the meeting as normal, were aware that the meeting was taking place and did not object to it being held. Each were given the opportunity to make comments which were logged by the Clerk and relayed and considered by the participants of the meeting.

1. **To receive apologies for absence:** Cllrs A Whitfield, K Sayer, J Bailey, K Thomas.  
**Unable to join due to lack of technology:** Cllrs R Caston, D Evans, W Haigh, L Fry.  
**Present:** Cllrs M Smart, P Gregory, J Harris, P Appleton, J Taylor, S Davies (Clerk). Chaired by Cllr Gregory.
2. **To receive declarations of interest:** None.
3. **Planning:**
  - a. 20/0273 – Proposal Partial discharge of condition 02 (boundary treatments), 03 (materials), 04 (driveway drainage) and 05 (dust mitigation) of planning permission 14/0918 for a new detached dwelling including replacement garage. Site: Land to the West of and adjacent to 2 Russell Close, Bassaleg, Newport. Application Type: Discharge Conditions **Comment: Although Council still felt this was overdevelopment of the site, it offers no objections provided materials used are in keeping with the local environment.**
  - b. 20/0451 – Proposal: Erection of single storey side and rear extension. Site: 17 Caernarvon Drive, Rhiwderin, Newport NP10 8QT Application Type: Full. **Comment: Council has noted that the proposed extension would be set against the neighbouring boundary and has concerns regarding the impact on the neighbours. It feels this is overdevelopment and should be reduced in size to bring it away from the boundary to lessen its impact.**
  - c. 20/0468 – Proposal: Removal of 5no. conifer trees in conservation area. Site: Volland House, Old Road, Lower Machen, Newport. Application Type: Trees in conservation areas. **Comment: Council has concerns about this proposal being within the Lower Machen conservation area and discourages the felling of healthy trees. However, if it is necessary for the integrity of the wall to be ensured, it would offer no objections on those grounds.**
4. **Items for Discussion/Action:**
  - a. To approve the Annual Return and associated paperwork following Internal audit in order to progress to external audit – Council reviewed the Annual Return. Cllr Gregory asked for an explanation as to why staff costs had increased substantially since the previous year. The Clerk advised this was due to Council increasing her hours of work from 32 to 35 hours per week and also included the increased take up of Cllr Allowances and increases in pension and employer national insurance obligations. Council approved the annual return and instructed the Clerk to submit all required paperwork to the external auditor for the next phase of audit. Proposed Cllr Harris, seconded Cllr Taylor and approved unanimously. **Action: Clerk to collate and submit the relevant paperwork to the external auditor by the required deadline.**
  - b. Burial Board update – An update on recent events was given to the group at the meeting (and relayed to Members unable to attend due to lack of technology prior to the meeting by telephone). Recently received Employment Tribunal paperwork and the steps taken to engage legal advice was discussed and the group were content that the situation was in hand and being properly administered. Permission for the Chair and Clerk to proceed was given. **Action: Chair and Clerk to take forward, keeping Council advised at all times. If necessary, special meetings to be convened when decisions need to be made by Council.**
  - c. To approve donation for skips to St Basil's Church (proposed donation £520) – Cllr Taylor asked that Council make it's annual donation to St Basil's Church to assist with the costs of skips for maintenance work at the Church and also for community use. He advised that the skip charges had increased a little and proposed that Council increase their donation from £500 to £520 to cover the new costs. This was discussed and agreed. Proposed by Cllr Harris, seconded by Cllr Gregory and agreed unanimously. **Action: Clerk to raise a cheque as soon as practicable and forward to Cllr Taylor.**

**5. Items for forthcoming agendas:** Cllr Smart asked that procedures for opening up the community centres safely be added to the next agenda. Cllr Harris agreed to facilitate a meeting between the 2 Community Centre Management Committees prior to the next meeting to discuss and bring suggestions back to Council for approval. **Action: Clerk to add to 29<sup>th</sup> July meeting agenda, Cllr Harris to organise and facilitate a remote meeting between the 2 management committees prior to that date.**

**6 Urgent Business not discussed above:**

- a. Cllr Harris suggested it was a good time to turn off the Christmas lights which were lit in support of the NHS and key workers and remove the banner from the railings at Graig Hall. It was felt that if the banner could somehow still be displayed to show support, but that the line which stated the Christmas lights were lit could be removed or obscured, the banner should stay. If not, it should be removed. **Action: Cllr Harris to turn off the lights and try to keep the banner if it made sense once the above sentence had been removed. If not, to remove the banner as agreed.**
- b. Cllr Harris was asked if he could arrange an electricity supply from Graig Hall to enable the local residents who maintain the sundial to carry out some work. **Action: Cllr Harris to arrange.**
- c. The Clerk was asked to log Council's appreciation to Cllrs Smart and Appleton for their hard work on the planters in the villages during the lockdown period and to Cllr Taylor who worked so hard on the maintenance of the roundabout feature opposite St Basil's shops. **Action: Clerk to include in the minutes as requested.**

**7. Dates of next meetings:**

Full Council Meeting – Wednesday 29<sup>th</sup> July 2020 at 7pm (venue to be advised at a later date)

There being no further business to discuss, the meeting was closed at 8.45pm

Signed..... (Chair) – 29.07.20

Compiled 02.07.20

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