



GRAIG COMMUNITY COUNCIL

Minutes of the Full Council Meeting held remotely via Zoom Video Conferencing on 30th September 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 the 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, relayed if requested and considered by the participants of the meeting.

1. **To receive apologies for absence:** Cllrs D Evans, W Haigh, L Fry, K Thomas.
Present: Cllrs R Caston (via phone), A Whitfield, M Smart, K Sayer, P Gregory, P Appleton, J Bailey, N Tarr (via sound only), J Taylor, D Williams, S Davies (Clerk). Chaired by Cllr Gregory.
2. **To receive declarations of interest:** Cllr Tarr declared an interest in Item 7d and agreed to not participate in discussions on this topic.
3. **To approve and sign the minutes of the meeting held on Wednesday 26th August 2020:**
The minutes of the meeting held 26th August 2020 previously circulated were read and subject to a grammatical error correction were approved. Proposed Cllr Tarr, seconded Cllr Caston. Arising from the minutes, regarding Item 4 Accounts for Payment, Cllr Appleton questioned the cost of NCC's invoice for Covid signage in the play areas which she felt as inadequate and expensive. It was noted that Cllr Grey is still unable to attend meetings because of work commitments. Cllr Sayer remarked that he was concerned about the Chairman's workload as Cllr Grey was unable to support Cllr Gregory as Vice-Chairman. It was decided that it would not be necessary at this point to hold an AGM, but refreshing the committees Cllrs sit on would be prudent and appointing someone to temporarily take on the Vice Chair's responsibilities without the title for the time being would be of help to the Chair. Cllr Sayer offered to take on this task and was thanked by all. **Action: Clerk to send out details of the current committees list to all Cllrs. Cllrs to advise the Clerk prior to the next meeting which committees they would wish to sit on so a list can be drawn up and discussed at the end of October meeting. Clerk to also amend the minutes of 26th August as agreed prior to advertising. All Cllrs to contact Cllr Gregory if they have spare time and offer to assist him in his Chairman's duties.**
4. **Accounts for Payment:** Proposed Cllr Tarr, seconded Cllr Whitfield. It was thought that the total declared on the agenda for this meeting was incorrect and the Clerk agreed to change it if necessary. However, the accounts were accepted. On checking following the meeting the total was found to be correct.

Clerk salary and office allowance for September 2020 (prev. authorised cheque destroyed)	£2411.92
Misc expenses for August 2020 (post £2.09, Zoom mthly £14.39 & Microsoft annual £79.99)	£96.47
Newport City Homes – grass cutting at Fort View Aug 2020	£212.04
Griffiths Signs – signage costs for being Covid compliant at Centres (2 invoices)	£575.23
TSOHOST – Webmail charge Oct 2020 (taken by DD)	£5.00
Meithrin – donation as agreed at August meeting	£150.00
Aegon – back payment of pension	£42.45
SSE – Gas costs for Graig Hall Aug 2020	£75.31
HMRC – PAYE & NI Jul-Sep 20	£2898.18
SW Directories – Annual Advertisement cost	£40.00
Total to date:	£6506.60

5. **Planning:**
 - a. 20/0712 – Proposal: Infill of existing alleyway and replacement of a porch and conservatory with associated new windows and roof light. Site: 50 Grosvenor Road, Bassaleg, Newport. Type: Full application. Comment: **No objections provided neighbours were consulted and agreed.**
6. **Items for Discussion/Action:**
 - a. Employment Tribunal Update – Cllr Gregory updated Council on the latest developments. It was noted that no further action would be needed until November. **Action: Cllr Gregory to progress.**

- b. Posts and barrier at Tredegar Street, Rhiwderin – Cllr Williams reported that NCC had agreed to replace the posts and that they were on order. It was noted that there had been some issues with youths in the street and a NCC Community Officer was looking into the problem. **Action: Cllr Williams to progress.**
- c. Arrange Finance & Administration meeting – a date of 14th October 2020 was set to hold the meeting which would take place remotely via Zoom. **Action: Clerk to send out a copy of the accounts to date to all Cllrs. All were invited to take part, not just the Finance & Admin committee members.**
- d. Ffos-y-Fran signage – Following an email request for funding assistance to replace the signage at the entrance to Ffos-y-Fran by a local resident, Council discussed how best to assist. It was agreed in principle that it would be nice to see the signage restored, but requested more information on costs, such as how many residents had agreed to contribute and how much per household. **Action: Clerk to gain more information and return to Council when more detail had been obtained.**
- e. Request for donation from 1st Bassaleg Guides – Following a donation request from the group, Council asked the Clerk to gain more information. **Action: Clerk to ask for detail and return to Council when information had been received.**
- f. Kerbside bins throughout the village – Cllr Appleton reported she had noticed that the bins were almost always full, and some people were leaving extra household waste alongside them in bags. She had contacted NCC and was told that NCC were not currently emptying kerbside bins. It was also noted that some bins were vanishing. So far, the bin at the bus stop close to the Rhiwderin Inn was missing, and also at the bus stop opposite the Friendly Fox. Litter in the villages and people dumping black bags of waste seemed to be becoming an issue in some areas. **Action: Cllr Williams agreed to look into the matter with NCC and have the bins reinstated at the bus stops.**

7. Reports:

- a. Newport City Councillors – Cllr Williams reported that he had been dealing with a number of issues since he last spoke with Council. These included a road traffic accident on Garth Hill. Cllr Williams had been trying to get the barriers along Caerphilly Road in that area extended, but had been unable to secure this. Also, he spoke about some demountable temporary classrooms at Bassaleg School to house an additional 120 pupils, and that there had been littering and parking issues in that area about which he had informed the school. He had been assisting the resident of Carnegie Court who had their garden washed away during the last bout of flooding in the area, but this was still not resolved. Also, he had been trying to resolve parking issues in Clearwell Court.

He advised that a new Community Warden had been appointed by NCC, and that there had been an arson attack at the Rhiwderin Allotment Site. He also spoke of fly-tipping in Penylan Road and the top of Pentrepoeth Road, and he was attending to issues with trees surrounding the Sunnybank car park area which NCC have now accepted responsibility for maintaining.

Cllr Sayer added that in January 2019 Cllr Williams had agreed to speak with the homeowner whose garden backs onto the short footpath from Penylan Close to Caerphilly Road as the hedging from his garden was very overgrown on the footpath side and also the homeowner on the opposite side of the path who had fenced off the top of his garden but was not now maintaining the bank stretching down to Caerphilly Road. Cllr Williams confirmed that NCC refused to attend to maintenance on the sides of the path as they felt the use of the path was not affected but he had not contacted the homeowner of either home as agreed at the time. **Action: Cllr Williams to contact the homeowners to request they carry out maintenance.**

Sub Committees:

- b. Graig Community Centre – Inspections were being undertaken and it was agreed that the lights on the outside of the building should be turned off as it was thought that this encouraged youths to congregate around the building as the nights draw in. Cllr Appleton agreed to arrange for the picnic tables on the patio area of the building to be re-sited to areas in the open space. The lights in the car park area to remain switched on at night. It was also agreed that the Hall would need to remain closed to the public for the foreseeable future. **Action: Committee to have the lights on the building turned off and Cllr Appleton to arrange for the picnic tables to be re-sited.**
- c. Rhiwderin Community Centre & Fundraising Group – Cllr Gregory reported that the Covid signage had been put up and that Meithrin was going well. There had been further issues gaining detailed quotes from the contractors for the extra work needed to the Centre, and that another contractor had looked at the work needed and offered to submit a quote – although getting builders to attend and quote was very difficult. He asked for agreement to send a strongly worded email to the contractor who carried out the main body of work to say how disgracefully the committee had been treated. This was agreed. Cllr Sayer asked if that contractor had any outstanding work that he had agreed to return to finish, He

was told that there was, and all efforts to have work completed were being made, but the contractor was difficult to communicate with. **Action: Committee to progress, Cllr Gregory to send email to the contractor as agreed.**

- d. Allotments – Cllr Tarr had expressed an interest in this topic and left the meeting during discussions. The Clerk informed Council that the agreed letter had been sent via email to the tenant that was discussed at the last meeting, but no response had been received, nor had there been a response to a further email sent. Because of this, the Clerk had forwarded the letter and copies of the email by registered post and had obtained a delivery receipt to ensure the tenant had received the paperwork, as she was unsure if the emails had reached the tenant. To date there had still been no response. It was agreed to wait until the stated date on the letter sent to pass, and for a further inspection of the plots to take place. After which, a decision on how to proceed could be made. The Allotment Association had arranged for a socially distancing hedge cutting party to cut back the Pyracanthas bushes inside the site and it was noted there was an issue with vermin which was being attended to by the Association. This was thought to be exacerbated by there being material on site that would have been burned in the past but could not since bonfires were banned. Removal of material was a problem, and it was agreed to contact the resident who complained about bonfires to see if some compromise could be reached. The Clerk was asked to send Council's appreciation of the allotment holders and the Associations hard work. Cllr Tarr was contacted and re-joined the meeting. **Action: Clerk to contact the resident to find a solution to the bonfire issue and send a note of thanks to the Association.**
- e. Burial Board – Cllr Gregory had attended a Zoom meeting of the Board 2 weeks previously. He told the group that in his opinion the interim Clerk was doing an excellent job and he had identified many more plots which could be freed up to extend the life of the cemetery. He had been asked to put some proposals to Council for decisions to be made going forward. The following proposals were made and voted on:
Should NCC take over the running of the cemetery? The vote was unanimously against this proposal.
Are Council content to continue working jointly with RCC to administer the cemetery? The vote was unanimously for, but only if equal representation of the Board could be achieved.
If equal representation was achieved, are GCC content for the interim Clerk to take up the position of Clerk to the Board permanently? The vote was unanimously for.
Action: Clerk to advise RCC of Council's decisions.

Working Groups:

- f. Play Areas Group – The Clerk had been contacted by a local resident who complained the apparatus in the play areas in Cowshed Lane was becoming noisier, so the Clerk had asked NCC to lubricate the joints when weekly inspections were taking place to help reduce the noise. The issue with the wet pour at Cowshed Lane had not been resolved and the Clerk was still withholding payment until a suitable repair had been made. This had been delayed by more Covid lockdown restrictions. Cllr Appleton agreed to meet with a NCC representative onsite to carry out an inspection of the wet-pour and discuss issues. **Action: Cllr Appleton to arrange the meeting, Clerk to withhold payment until resolution.**
- g. Horticultural Group/Best Kept Villages Group – Cllr Smart reported that a local landscaper had submitted a planting scheme for the roundabout at St Basil's shops. It was agreed that the group would meet and discuss. **Action: Cllr Smart to arrange the meeting and group to progress.**
- h. Technology Group – Cllr Appleton reported that the new website was progressing. **Action: Cllr Appleton to progress.**
- i. Events and Social Group – NTR. **Action: None necessary.**
- j. Consultation Group – NTR **Action: None necessary.**

8. Items for forthcoming agendas:

- a. None to date

9 Urgent Business not discussed above:

- a. Questions were asked about the Remembrance Day celebration. Although nothing had been formally received the Clerk suspected that the only option would be as with the celebration for VJ Day earlier and that only a very small socially distanced wreath laying would be taking place, but this would be confirmed as soon as possible. **Action: Clerk to progress.**
- b. Cllr Sayer agreed to contact a resident who should know what is happening with the chapel on Pentre Tai Road which has been boarded up and looks unkempt. Unfortunately, Cllr Gregory had not been able to get any information from the local farmer as he had hoped. **Action: Cllr Sayer to progress.**
- d. Cllr Harris was not in attendance for this meeting, so there was no update on his enquiries of Gwent Archives to see if any lease or information was held with them about The Paddock ground at Court

Crescent/Forge Rd. **Action: Cllr Harris to make enquiries of Gwent Archives, the Clerk to see if any information was available from Land Registry.**

10. Dates of next meetings:

Full Council Meeting – Wednesday 28th October 2020 at 7pm held remotely via Zoom

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

Signed (Chair) – 28.10.20

Compiled 22.10.20

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