



GRAIG COMMUNITY COUNCIL

Minutes of Full Council Meeting held at the Graig Community Hall Bassaleg 7pm 25th April 2012.

Minutes of Meeting held at the Graig Community Centre Bassaleg at 7.00pm on 25th April 2012.

1. **Apologies for absence:** Cllrs D Williams, R Powell.
Present: Cllrs C Williams (Chair), R Caston, A Whitfield, D Evans, P Stokes, K Sayer, K Harries, M Cornelious, P John, M Smart, L Fry, N Mountain, P Gregory, G Morris, J Harris. Also present: Mr Kit Wilson NCC Customer Services Manager.
2. **Public Representations:** None
3. **Mr Kit Wilson NCC Customer Services Manager:** Mr Wilson attended to discuss communication issues between the Community and City Councils. Mr Wilson was made aware of the difficulties in dealing with NCC departments and the continual chasing for responses which hampers the Community Council. Mr Wilson was unable to keep track of individual issues as monitoring and performance was only assessed via issues reported through the Contact Centre.
Cllr Harris left the meeting at 7.26pm.
Mr Wilson requested that all issues be reported via the Contact Centre in future as members of the public must. Council agreed to adhere to this process and review regularly. Mr Wilson left at 7.37pm. There followed a brief discussion where it was agreed that most issues raised by the Community Council are not standard requests but the more complicated issues, and that as the Community Council are the first tier of Local Government, it should be able to communicate and liaise directly with the City Council and work together for the good of the community. Nevertheless it was decided to proceed as agreed.
4. **Minutes:** The Minutes of the meeting held 28th March 2012, previously circulated were read and approved. Proposed Cllr John seconded Cllr Caston.
5. **Clerk's Report:**
The Clerk's report previously circulated had been read, Council were satisfied that issues in the report were being dealt with appropriately. The issues regarding the access to the former Garthfield Cottage site were briefly discussed. Cllr Cornelious took the opportunity to thank Council in the event she was not re-elected in the coming elections.
6. **Projects:**
 - a. Bassaleg CC – Cllr Fry confirmed the deep clean was to take place on 10th-11th May at a cost of £670 and the protection feet for the hall furniture had been fitted. The Clerk to chase for the latest quotation requested for the new blinds as it had not been received. Cllr Fry submitted a quote for the decoration of the new notice boards at a cost of £150 which was seconded by Cllr Evans and unanimously accepted. He also asked that Cllr Cornelious chase up issues reported on a schedule of dilapidations dating back some 3 years ago in various areas including Caerphilly Road which were not actioned. Cllr Cornelious to look at the reference numbers given for the issues for progress to be chased.
 - b. Caerphilly Rd/Close Junction landscaping – On hold. It was noted that NCC has no funding for widening the road at this junction and that there are H&S issues with dropping the kerb. A decision on how to move forward with the project to be added to the agenda for the end of May.
 - c. Play areas – Cllrs C Williams, Whitfield Gregory and the Clerk to meet with a member of Caerphilly Groundworks who was hopeful of assisting with funding for the play area project. Recent communication from him confirmed that no funding streams are available yet, but it was hoped that money will be available soon. During the meeting he confirmed that it may be possible to assist with funding for the allotment extension and the Clerk had sent details of the proposed plans to him. A resident in Penylan Close is assisting with finding a resident who rents their home from Newport City Homes as there is an opportunity to gain some funding via a scheme they run. Cllr Williams requested that although she was to stand down as a Councillor she wished to remain involved with the project. Council were very happy for her to do so. Cllr Mountain suggested maybe holding some fundraising events.

7. Reports:

- a. Police – The Police were unable to attend and had not supplied a report. Council discussed that Pentrepoeth School grounds are still being used during the evenings by youths playing football. Cllr Gregory to suggest on behalf of Council that a change in the notification of their signage be made to clarify that the school grounds are not to be used outside of school hours as some claim not to be aware of this fact.
- b. City Councillors – Cllr Cornelious reported that City Councillors also have the same communication problems as the Community Council when dealing with City Council departments. She also reported that the rumours that the bus service is to move from an hourly service to a 2 hourly service were untrue. The issue that buses no longer have bins for redundant tickets was discussed as it contributes to litter in the villages. Cllr Cornelious to take up the issue with the bus services. Cllr Cornelious left the meeting at 8.10pm.
- c. Graig CC – Cllr Evans informed Council that the Community Centre's accounts had been collated and gave them to the Clerk to submit with Council's accounts to be audited. He also reported that the Centre was in a position to donate a further sum of money to the Council to aid with the refurbishment costs, amount to be arranged at a further date.
- d. Rhiwderin CC – Cllr Gregory reported that the accounts had been settled and submitted a copy. The lease settlement is moving forward and Council had now retained a solicitor to act on their behalf in negotiating the lease. The Caretaker of the Centre had invited quotes for the cleaning and resealing of the wooden floors which ranged from £600 to £5000. The issue would be discussed further with the management committee.
- e. Best Kept Villages Group – Council requested that the Clerk invite the group to the end of May meeting to discuss what should be done with the planters loaned from NCC and the Caerphilly Rd/Close junction project. Cllr Fry to ask Monmouth CC to quote for the planting and maintenance of the planters to have a comparison figure to work with.
- f. Allotments – A quote for the allotment extension had been received which was considered very reasonable. Cllr Caston reported that youths has broken into the site and caused some damage to both plots and a shed. It was also noted that some had tried to burrow under the fencing.
- g. Play Areas – The previous issue of the overflowing rubbish bins was discussed with the contractor who informed the Clerk that the main issue was Graig Hall users using the bins closest to the Hall to dispose of rubbish acquired whilst using the Hall. This filled the bins quickly and prevented them from being able to be used by people in the open space. Clerk had discussed the issue outside of Council with Cllr Evans and the Hall waste is to be collected at the end of each user's session and disposed of in Hall refuse, freeing up the bins in the open space for their proper use.
- h. Burial Board – The Clerk had been asked to provide a letter confirming that Council did not see a need to employ a professional to draw up a business plan for the Board as the position was clear and that if Rogerstone CC felt it was necessary, that the cost of such should be borne by them, and not be a further burden on the Burial Board's finances. The Burial Board Clerk had forwarded this message on to Rogerstone CC.

8. Items for Next Agenda

Agreed – Cllr John to look into costs of purchasing a projector to enable Council to save costs on paper, ink etc., as most information printed for meetings could be projected. It would also assist in commenting on planning applications etc.

9. Planning:

- a. CONEX/12/349 – Two Storey side extension, single storey rear extension, removal of rear outbuildings and side hall together with associated alterations. Site: 10 Pentre Tai Road, Rhiwderin, Newport. NP10 8RL Application Type: Full. Comment: No objections provided neighbours are consulted and agree.
- b. CONEX/12/0273 – Erection of a single storey extension to side and rear. Site: 1 Glebe Gardens, Caerphilly Road, Newport. NP10 8QY Application Type: Full. Comment: Cllr Smart declared an interest as the application was hers, and left the room whilst the application was discussed. Council had no objections provided neighbours are consulted and agree. Cllr Smart re-joined the meeting immediately after decision was made.

10. Items for Discussion/Action

- a. Review of accounts prior to internal audit. – Council looked over the accounts and authorised the Clerk to submit to the internal auditor when ready.

- b. LDP comments from Councillors for official response to NCC – Clerk requested that all Councillors study the draft LDP and submit comments to her in time for them to be collated and an official Council response submitted within the allocated time frame.
- c. Burial Board service continuity – It was agreed that regardless of any circumstances, both Graig and Rogerstone CC’s had a responsibility to maintain the cemetery even if no income was gained to offset costs. It was decided to wait to see what arose from the next Burial Board meeting before further discussion.
- d. Employment of a caretaker to manage both Community Centres – It was decided that in principle it would be of benefit to consider employing a caretaker/manager to oversee the running of both Community Centres. The issue to be explored by Cllrs Evans, Whitfield, Gregory and Morris, and for it to be discussed further at the end of June meeting.
- e. Countryside Council for Wales re: maps of open access to mountain, moor, heath and registered common land – review undertaken by Cllr Harries who was not comfortable in making comments on behalf of Council. Cllr Harries asked that other Councillors be involved.
- f. Arrange review of Council’s policies and procedures – Cllrs Gregory, Whitfield and John agreed to review the Council’s paperwork and discuss with a view to advising Council at the end of June meeting if any amendments needed to be made.
- g. Review Community Centres maintenance needs – the management committees to investigate and refer any suggestions to Council.
- h. Arrange allotment inspection – Set for Sunday 13th May at 10.30am.
- i. Email from Cllr Powell re problems in Afon Village – Deferred to May 9th meeting.
- j. Local road safety aspects on Caerphilly Rd & Pentrepoeth Road (AW) – Cllr Whitfield reported that she had been approached by local residents to request an additional vehicle speed indicator to be placed opposite the Ruperra public house for vehicles travelling towards Newport to deter speeding, and also for speed humps to be placed along Pentrepoeth Road. Council strongly supported this idea as the roads are used by hundreds of schoolchildren, Clerk to make request with NCC Contact Centre.
- k. Jubilee commemoration for Pentrepoeth School – Cllr Evans gave details of a shield to commemorate the Jubilee to be presented to Pentrepoeth School for use at their sports day event. Council agreed this was suitable, Cllr Evans to commission. Cllr Gregory spoke of the headmistress’s wish to put a disabled children’s path to give access to the playing fields. Council agreed that the money for this should come from the City Council. He also mentioned that signage directing traffic to the school was inadequate, that he had had experience of emergency services having difficulty finding the entrance to the school so improved signage was needed. Council agreed to consider a quote if sanctioned by NCC.

11. Correspondence for Information - Not discussed

12. Accounts Approved for Payment

a. Clerk salary and expenses for April 2012	£1361.87
b. C Ricci – bin cleaning, litter picking & maintenance April 2012	£250.00
c. R Charles Plastics – various maintenance works including work to notice boards	£180.00
d. Aon Insurance – annual insurance premium	£4255.21
e. SLCC – annual membership cost	£157.00
f. Rob Williams Fencing – various odd jobs around the village	£1284.00

Receipts

None

13. Dates of next meetings:

AGM – Wednesday 9th May 2012

Full Council Meeting – Wednesday 30th May 2012

As the Chairwoman Ms Caroline Williams had decided not to stand as Councillor in the elections, this was to be her last official meeting. She was presented with a bouquet of flowers and was thanked by Council for her contributions over the past few years, but especially during the last year as she had been an exemplary Chairwoman and would be very much missed.

There being no further business the meeting was closed at 9.15pm. Confirmed this day, 30th May 2012.

Signed..... (Chair) – 30th May 2012

Posted to notice boards 07.06.12