



GRAIG COMMUNITY COUNCIL

Minutes of Full Council Meeting held at the Graig Community Hall Bassaleg 7pm 28th November 2012.

Minutes of Meeting held at the Graig Community Centre Bassaleg at 7pm on 28th November 2012.

1. **Apologies for absence:** Cllrs K Sayer, D Williams.
Present: Cllrs P Gregory (Chair), R Caston, A Whitfield, D Evans, P Stokes, M Smart, K Harries, M Cornelious, P John, N Mountain, J Harris, W Haigh, L Fry, K Ashton.
2. **Public Representations:** Mr Cliff Edwards of the newly formed Risca East Community Council attended to observe the meeting, and expressed a wish to build relationships with other Councillors.
3. **Minutes:** The Minutes of the meeting held 31st October 2012, previously circulated were read and approved. Proposed Cllr Harries seconded Cllr Caston.
4. **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. It was noted that the bollards installation on Laurel Road had been completed and looked good. The ongoing problem of fly posting on the scaffolding of the Coach house and the railings alongside the roundabout outside the Tredegar Arms on Caerphilly Road were discussed. Clerk to write to NCC to ask permission for a discreet notice to be placed in both areas to deter further problems.
5. **Projects:**
 - a. Play Areas: The progression of the Veolia application was discussed; many responses to the survey had been received and were overwhelmingly supportive of upgrading the area. Cllr Ashton to provide the design and access statement to the Clerk and check on the progress of the planning application in order to meet the next deadline for the application of 11th January 2013.
 - b. Jubilee Path: Cllr Harris advised that progress was being made on the Jubilee Path. The memorial plaque for Cllr Rees was discussed and Cllr Harris to provide some samples as soon as practicable. It was anticipated that the path could be opened in the spring/summer of 2013.
6. **Reports:**
 - a. Police – PCSO Evans attended and reported that during November there had been 81 calls to the Police, 13 of which were crimes. 4 had been detected and enquiries were ongoing with the remainder. The breakdown was as follows: 4 x theft other, 4 x vehicle crime, 2 x criminal damage, 2 x drugs offences and 1 x burglary other. There is an ongoing operation in the area to counter the threat of vehicle crime and residents are asked to be extra vigilant and ensure all vehicles and properties are secure as most incidents are opportunist crimes. The action plan for off-road bikes is still in operation, a white off-road bike had been reported speeding in the area and police would like assistance with identifying the rider. Anyone with information on this matter can call the Police by ringing 101. Anyone interested in setting up a Neighbourhood Watch scheme in their area can contact Rogerstone Police Station on 01633 895019. Council advised PCSO Evans that cars parking on the green at the top of Laurel Road prior to the bollards being erected have now moved on to park on the opposite green. PCSO Evans to look into the matter.
 - b. City Councillors – Cllr Cornelious reported that she had attended a seminar regarding the Fire Services. Sadly 80% of all calls to the service were to self-started fires, but the 17 calls to the Graig ward were clustered along the A468 so it appears they were asked to attend road traffic incidents. Cllr Ashton asked if it were possible to have a permanent speed camera placed on Caerphilly Road close to where the mobile speed camera regularly parks as it was common knowledge when the mobile unit would be present leading to speeding at other times. Also, due to the regularity of the mobile unit being used that it should be more cost effective to have a permanent camera. Cllr Cornelious was asked to find out who owns the lane behind St Basil's Church from the kissing gate to the shops. The Community Council recently paid to have the area cleaned up but further maintenance should be carried out by the owner. Cllr Harris reported that a local resident had complimented Council on the improvement.
 - c. Graig CC – Cllr Fry reported that a dado rail had been installed around the main hall to help prevent furniture damaging the walls, and that there was a problem with blocked rainwater drainage outside.

It was agreed that should it be necessary to call in drainage specialists, it would be cost effective to have the problems with drainage investigated at Rhiwderin Community Centre at the same time.

- d. Rhiwderin CC – Cllr Gregory reported that the lease for the building was complete and that land registry was being finalised. The survey and architects recommendations were progressing well and will be ready to be discussed after the Christmas break.
- e. Best Kept Villages Group – It was commented on how attractive the villages look, other areas not maintained by the group had been cleaned up by a local contractor and feedback from residents was positive.
- f. Allotments – Cllr Caston reported that the maintenance needed to be carried out on the site had been completed.
- g. Play Areas – Cllr Gregory reported that he had spoken with a representative for Newbridge Estates regarding the issue of not being able to secure a new lease for the area now being used. It was agreed that Council may need to re-locate the play area as a new lease for the current location may not be possible.
- h. Burial Board – Cllr Harris had been chosen to represent Graig CC on the interview panel for the new Clerk's position along with 2 representatives from Rogerstone CC, interviews to take place in early December. Registration of the cemetery was progressing and assistance was being sought from NCC's Head of Finance to put together a business plan which resolves issues Rogerstone CC has regarding finances for the Board moving forward. It was hoped a satisfactory solution could be found by the end of January 2013 which is when the present Clerk hands over to the new Clerk. Thanks were expressed to the Graig Councillors who sit on the board for representing the Council so well in such a difficult situation over the past few years.

7. Items for Next Agenda

- a. Council's Policies & Procedures review – 30th January meeting. Clerk to arrange a meeting of the Finance and Administration sub-committee prior to 30th January for recommendations to be formulated and put before council.

8. Planning:

- a. CONEX/12/1071 - Proposal: Erection of front porch and rear shower room extension. Site: Nonesuch, 3 Springfield Road, Rhiwderin, Newport. NP10 8RN. Application Type: Full. Comment: No Objections provided neighbours are consulted and agree.
- b. Draft supplementary planning guidance – Houses in multiple occupation (HMO's) 2012 for review. Cllr Ashton to review and bring recommendations back to 12th December meeting.

9. Items for Discussion/Action

- a. Trees at Orchard Close – Cllr Fry described the issue of the overgrown trees which separate Orchard Close with Caerphilly Road and the dangers posed as the trees continue to grow. A NCC tree officer agreed to meet with Cllrs Fry, Gregory and the Clerk onsite to discuss ideas for a solution to the problem.
- b. Junction improvements to Viaduct Way/Station Approach Junction – Cllr Fry suggested that a site visit would be needed with NCC Highways Officers to improve the safety of the junction. Cllr Fry to bring suggested improvements to the January 30th meeting for discussion on how to progress.
- c. Fencing between open space & Caerphilly Road – It was agreed that the fencing that divides the open space outside Graig Community Hall with Caerphilly Road is dilapidated and in need of replacement. Cllr Fry had obtained 3 quotes to replace the fencing with 1200 high galvanised hoop top fencing. Clerk to gain the necessary permissions for replacing the fencing should Council wish to proceed. It was agreed that the proposed new style fencing would enhance the area and be long-lasting but expensive. A final decision will be made once permission was obtained and finances were prioritised to check that enough funding would be available.
- d. Christmas celebrations – Final preparations were discussed for the Christmas Tree Lighting Celebration event being held on 30th November.
- e. Pentrepoeth Primary School signage update – Cllr Evans was in the process of obtaining quotes for signage needed to direct school traffic.
- f. Highfield Lane – It was noted that grounds maintenance works to the top of Highfield Lane which Council had employed a local contractor to carry out had not yet been actioned.
- g. Footpath at rear of St Basil's Church/Church Crescent – Discussed above under 6(b).
- h. Consideration of business credit card for sundry purchases – It was agreed that as Council's commitments grow and more ad-hoc items needed to be purchased, that the Clerk look into setting up a business card account to allow her, with proper authorisation, to charge expenditures directly

rather than having to initially pay for and re-claim these purchases as part of her salary and expenses scheme.

- i. Boundary commission review – Following his review Cllr Caston advised Council of the content of the report, but felt that no comment from Council would be necessary to which Council agreed.
- j. Donation requests from Red Cross, Victim Support & All Wales Domestic Abuse & Sexual Violence Helpline – Noted.
- k. Meeting room – Following meetings being held in both rooms available for use as Council chambers, it was agreed to continue to hold meetings in the usual location. The Clerk submitted scaled drawings of a suggested new layout for the room to utilise the space more efficiently and costings of new tables and chairs needed. Council agreed to the changes, Clerk to action in the New Year.
- l. Councillor vacancy – The Clerk anticipated that no election would be necessary but was awaiting confirmation from NCC's Electoral Office. Once obtained, all being well the Clerk would invite the 4 candidates to attend interviews for the post prior to the Planning Meeting on 12th November.

10. Correspondence for Information:

Not discussed.

11. Accounts for Payment: Approved – Proposed Cllr Caston seconded Cllr Evans

Clerk salary and expenses for October 2012	£1555.90
C Ricci – bin cleaning, litter picking & maintenance October 2012	£260.00
Whitehead Steelers - Donation	£150.00
Newport City Homes – grass cutting at Fort View for October	£212.04
S Davies – purchase selection boxes for Christmas event	£225.00
Monmouthshire County Council – annual maintenance to St Basil's shops roundabout & Park View	£1081.99
Staples – office supplies	£179.10
BPU – audit costs for Graig Hall and Rhiwderin Community Centre (2 invoices)	£720.00
R Charles Plastics – maintenance to Graig Hall	£380.00
S Rose – decoration costs to Graig Hall	£145.00
R Williams – various groundwork maintenance in the ward	£3774.00
Premier Group (UK) Ltd – hire of PA system for outside at Christmas event	£48.00

Receipts

None

12. Dates of next meetings:

Planning & Environment/ Full Council Meeting – Wednesday 12th December 2012
(possible 6.30pm start – to be confirmed on 30th November 2012)
Full Council Meeting – Wednesday 9th January 2013

13. Urgent Business not on discussed above.

It was noted that a street light was faulty on the footpath opposite Garth Terrace. Cllr Haigh to obtain the number of the lamp post and report the fault to the contact centre.

Cllr Whitfield mentioned no action had been taken regarding the lack of lighting on Caerphilly Road as previously mentioned at a Liaison meeting, Clerk to follow up.

Council briefly discussed the open space/nature reserve area at the rear of Church Crescent, Council is in possession of a 999 year lease on the area, and it was agreed that as plans for Fort View play area upgrade are in progress which is in close proximity, it would be more valuable at present to leave this as a conservation area. This decision can be reviewed in the future as needs of the community change.

There being no further business the meeting was closed at 9.40pm. Confirmed this 9th day of January 2013.

Signed..... (Chair) – 9th January 2013

Posted to notice boards 18.01.13