



# GRAIG COMMUNITY COUNCIL

## Minutes of Full Council Meeting held at Graig Community Centre Bassaleg 7pm on 30<sup>th</sup> April 2014.

Minutes of the Meeting held at Graig Community Centre Bassaleg at 7pm on 30th April 2014.

- 1. Apologies for absence:** Cllrs A Whitfield, D Evans, K Harries.  
**Present:** Cllrs P Gregory (Chair), R Caston, P Stokes, M Smart, K Sayer, M Cornelious, P John, N Mountain, J Harris, W Haigh, L Fry, K Ashton, V Cox-Wall. Also PC Turner, PCSO Dean and owners of Bassaleg Post Office.
- 2. Public Representations:** The owners of Bassaleg Post Office attended to speak with Council concerning the recent rumours that the Post Office was to be moved into the convenience store at St Basil's shops. The couple told Council it was true that the Post Office had wished to do this and that their core payments from the Post Office are to be removed, but that they hope to prove that the store element of the shop will be able to support the Post Office business as is now required in order to keep it located in the same place. They requested that Council does all it can to help promote the business and get word to the public that if the shop element of the business is not supported they will lose the Post Office from its current location. The Council agreed to assist in any way it could, promote the use of the shop to residents and keep the owners informed of developments. The Post Office owners left the meeting at 7.27pm.

The Police were heard next to enable them to continue with their duties. A report was given the details of which were: There were 117 calls made to the Police from 26th March to 30 April, 17 of which were crimes, all of which were currently under investigation. the breakdown was as follows: 8 x all theft other, 1 x burglary dwelling, 1 x burglary non-dwelling, 1 x criminal damage, 1 x fraud, 1 x violence without injury, 1 x violence with injury, 2 x vehicle crime. Patrols had been carried out following complaints of youths congregating in Afon Village play areas, none were present at the time of the patrols. Patrols are continuously being carried out in Laurel Road and the surrounding areas but there have been no recent complaints. PCSO Dean is attempting to set up a joint monthly surgery at Rogerstone Police Station which would involve members of the local team and Graig Councillors, giving Graig residents the opportunity to air their views and make any complaints they have about the ward. Dog fouling complaints in the Cwm Cuddy Drive and Pant Glas Court area has been forwarded to NCC Wardens for them to action in the near future. Cllr Haigh reported that a van was now being parked on the junction of Laurel Road and Channel View which was impeding traffic turning into the junction PC Turner promised to look into the matter. PC Turner advised Council that the vehicle highlighted as a problem on the junction of Laurel Road and Highfield Close had been ticketed a number of times recently but the owner is paying the fines and continuing to park in the area. Cllr Cornelious was asked if she had been in contact with the NCC tree officer regarding parking at the top of Laurel Road, but she had not done so to date. PC Turner reported that a speeding campaign carried out at Allt-Yr-Yn Heights had been very successful and was to be rolled out to the Graig ward. A campaign to deter speeding and mobile phone use whilst driving with fixed penalties would be carried out in the near future. Cllr Cornelious said she had received complaints regarding speeding vehicles on Caerphilly Road alongside the open space. Cllr Gregory asked if there was any news regarding the recent theft of cabling from Bassaleg School or the theft of lead from the roof of Pentrepoeth School, there was none at the time but PC Turner agreed to look into the matter. Cllr Gregory also reported that he had received calls from Court Crescent residents regarding parking issues in the area and was also asked for the Community Council to put pressure on the City Council to attend to the fencing around the perimeter of Bassaleg School as it is in desperate need of repair and is an eyesore to everyone passing by. The Police were thanked and left the meeting at 7.47pm.

- 3. Minutes:** The minutes of the meeting held 26th March 2014, previously circulated were read and approved. Proposed Cllr Caston seconded Cllr John.

#### **4. Clerk's Report:**

The Clerk's Report previously circulated was discussed. The report was accepted as a true reflection of matters to date. Proposed Cllr John, seconded Cllr Haigh.

#### **5. Projects:**

- a. Meeting room & kitchen refurbishment at Graig Hall: Cllr Fry reported that the refurbishment was nearing completion, the kitchen was to be installed the following day and that it was anticipated there would be a very small overspend to the budget. The project had run relatively smoothly and Cllr Stokes commented that the project had been efficiently managed and looked very good. Cllr Fry was thanked again for all his efforts. The purchase of new furniture for the small meeting room was discussed but not decided. A suggested plan for the large meeting room layout was submitted by the Clerk which met with Council's approval and new furniture was agreed on to finish the room. Clerk to order the furniture at the earliest opportunity, and also purchase some picture frames for the display of photographs depicting views of the ward.  
Cllr Ashton joined the meeting at 8pm.
- b. Fencing between open space and Caerphilly Road: Cllr Fry reported that the work would be carried out within the next few days.
- c. Rhiwderin Community Centre upgrade: Cllr Gregory reported that of the 7 tenders, 2 companies had declined to tender and Council agreed to proceed with the cheapest quote which was for £46,450.00. During talks with the contractor it was discussed that Council also needed to re-surface the Centre's car park, the contractor offered a very competitive quote with a 10yr guarantee to complete the work. This was discussed briefly. Cllr Fry expressed concern regarding the differing levels of the car park and said the job needed to be looked at closely prior to making any decisions. To be discussed further at the next Planning and Environmental meeting.

#### **6. Reports:**

- a. Police – Discussed above.
- b. City Councillors – Cllr Cornelious reported that on 22<sup>nd</sup> May Keep Wales Tidy had organised a litter pick at Afon Village. She had attended a meeting at NCC with the Police regarding the G7 summit to discuss security measures for the event. Newport Transport were still not willing to make Viaduct Way and the newly formed Parc Eglwys a part of the bus route. Cllr Cornelious' Community Open Day was discussed briefly. City Cllrs were still trying to find out more information on NCC's decision regarding play areas in the ward. There are issues on the A467 Caerphilly Road and road works will be ongoing for the foreseeable future due to a deteriorated gas main needing to be renewed. Cllr Ashton asked Cllr Cornelious to look into why the road had been continually dug up in recent times between The Ruperra and the Caerphilly Close junction.
- c. Graig CC – Cllr Gregory reported that there were still serious problems with the Hall car park being used by people other than Graig Hall users. Cllr Gregory told the group new signage was being manufactured in an attempt to keep the car park free of unauthorised users.
- d. Rhiwderin CC – Discussed above.
- e. Best Kept Villages – NTR.
- f. Allotments – The spring inspection date was set for 11<sup>th</sup> May at 10.30am, the Clerk gave her apologies that she was unable to attend. Cllr Caston kindly offered to take notes on her behalf. Cllr Sayer reported that access to the private allotment site at Rhiwderin was extremely difficult as more and more vehicles are being parked on Tabernacle Drive which was making it very difficult for cars to pass. His main concern was that there would be no possibility of emergency vehicles being able to access the rear of the top of Tredegar Street if necessary.
- g. Play Areas – Council are still lobbying NCC hard for a decision on proceeding with the upgrade of the 2 current play areas and the re-instatement of Rhiwderin play area either to its original location or another site in the village.
- h. Burial Board – A clean-up of the grounds had taken place and a meeting is set for 16<sup>th</sup> June. Cllr Sayer reported that one of the cemetery gates was broken and was difficult to use. Cllr Harris (the Board's current Chairman) agreed to look into the matter.

#### **7. Items for Next Agenda**

None

## 8. Planning:

Due to time constraints it was agreed that the Chairman and the Clerk review the current planning and comment on Council's behalf. To be reported at the Planning and Environmental meeting on 14<sup>th</sup> May.

## 9. Items for Discussion/Action

- a. Approval of accounts for internal auditor – The accounts were discussed and approved, Clerk to submit to the internal auditor as soon as possible to allow time for the audit to take place and be returned for the external auditor's deadline.
- b. Arrange AGMs for Community Centres – Deferred until 28<sup>th</sup> May meeting.
- c. Review of grounds maintenance for St Basil's shops roundabout - NTR
- d. Spending grant money on improvements to website – Cllr Cox-Wall reported that she was liaising with 2 companies who were interested in supplying a new website for the Community Council. There was a considerable difference in costs and it was decided to engage the cheaper company. Cllr Cox-Wall to progress.  
Cllr Sayer left the meeting at 9.10pm.
- e. Light opposite Garth Terrace (item 3 on the Clerk's Report) – As NCC's street lighting officer would not agree to the light being kept on at night despite numerous requests from the Clerk, Cllr Gregory agreed to try to resolve the issue.
- f. Open Day – Discussed above.
- g. Bassaleg Post Office – Discussed above.
- h. Invitation to be involved with a competition at Cwm Hedd Lakes – The invitation was discussed, but Council struggled to find a way to be involved apart from attending the British Legion event at the Church. Cllrs were asked to think about the offer and see if there was something to be done apart from this.
- i. Council insurance review – Clerk and Chairman to review.
- j. Clerk's holiday submission – The Clerk submitted a holiday form to Council which was approved. The Clerk will be on holiday from 7<sup>th</sup> to 23<sup>rd</sup> June.
- k. Welsh Government - letter regarding Governance in Small Public Bodies – Cllr Gregory to review.
- l. Court Crescent – Discussed above.

## 10. Correspondence for Information:

Noted but not discussed.

- 11. Accounts for Payment:** Accepted. Proposed Cllr Ashton, seconded Cllr Caston. (Due to there being no other signatories at the meeting besides Cllr Caston, Council agreed that the Clerk should co-sign the cheques as she was entitled to do).

Clerk salary & office allowance March 2014	£1551.84
March miscellaneous expenses	£105.00
C Ricci – bin cleaning, litter picking & maintenance April 2014	£190.00
Bassaleg Allotment Association - Public Liability Insurance (45 plots x £2.00)	£90.00
Cllr W Haigh - re-imburement of expenses for updating the Chain of Office	£43.95
Mr M Yearsley - fees for meeting room at Graig Hall & toilet block at Rhiwderin	£2239.33
CPRW - annual membership fees	£20.00
Networkwaste - skip costs for St Basil's Churchyard annual cleanup	£360.00
R Charles Plastics - works for meeting room project	£4450.00
K Jones Heating - works for meeting room project	£6690.00
Gareth Rees Electrical - works for meeting room project	£1175.00
Contract Flooring Services - works for meeting room project	£2313.19
Steve Rose - works for meeting room project & painting notice boards	£1520.00
<b>Total to date:</b>	<b>£14148.31</b>

### Receipts

None

## 12. Dates of next meetings:

Planning Meeting – Wednesday 14th May at 7pm

Full Council Meeting - Wednesday 28th May 2014 at 7pm

**13. Urgent Business not on discussed above.**

Cllr Ashton asked that Dog Fouling be added to the end of May meeting agenda.

Cllr Fry asked that the integrity of the roof of Graig Hall be added to the end of May agenda to look at the possibility of using photovoltaic cells for energy at the Hall.

There being no further business to discuss, the meeting was closed at 9.40pm

Signed..... (Chair) – 28th May 2014

Posted to notice boards 02.06.14

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