



GRAIG COMMUNITY COUNCIL

Minutes of Full Council Meeting held at Graig Community Centre Bassaleg 7pm on 1st October 2014.

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1. **Apologies for absence:** Cllrs A Whitfield, M Smart, K Sayer, K Harries, V Cox-Wall.
Present: Cllrs P Gregory (Chair), R Caston, D Evans, P Stokes, M Cornelious, D Williams, N Mountain, J Harris.
2. **Public Representations:** None.
3. **Minutes:** The minutes of the meeting held 27th August 2014, previously circulated were read and approved - proposed Cllr Caston seconded Cllr Harris. The minutes of Graig Hall AGM, previously circulated were read and approved - proposed Cllr Harris seconded Cllr Evans, and the minutes of Rhiwderin Community Centre AGM previously circulated were read and approved - proposed Cllr Caston seconded Cllr Gregory.
4. **Clerk's Report:**
The Clerk's Report previously circulated was briefly discussed. The report was accepted as a true reflection of matters to date. Proposed Cllr Caston, seconded Cllr Evans. It was agreed that the Clerk should request NCC cut back the overhanging branches of nearby trees which was obscuring the visibility of the traffic speed indicator sign on Caerphilly Road and preventing the attached solar panel from working effectively. Regarding item 8, it was noted that the notice board had been re-located at Park View bus stop and was waiting to be glazed before use.
5. **Projects:**
 - a. Graig Hall coffee room vision panel: Cllr Fry reported that the installation did not require Building Control approval as long as the panel complied with current regulations. Cllr Fry to progress.
 - b. Footpath through open space in Bassaleg: Cllr Fry reported that he was waiting for quotes before the work could be carried out.
 - c. Rhiwderin Community Centre upgrade: Cllr Gregory told the group that the car park resurfacing work had been signed off, and that work on the toilet block was coming to an end. The architect had been very involved on the project management side of the works and through his diligence had managed to bring in the car park under budget, the toilet block should also come in close to budget. There was frustration that the project had over-run and was not completed within the stated time frame but the work was of a good standard. Exterior decoration and replacement of guttering had been quoted for and a very reasonable price had been obtained. Council agreed to the quotes - proposed Cllr Caston, seconded Cllr Mountain and agreed by all. The extension of the fire alarm system remained outstanding and quotes are awaited.
 - d. Caerphilly Road/Close Junction: Cllr Gregory stated that at a previous meeting Councillors were asked to look at the previously drawn up plans and bring ideas for an alternative layout for discussion to the next Planning meeting. Cllr Gregory had spoken with Pentrepoeth Primary School and they intimated that they would very much like to be involved. They would be willing to adopt the area, help to come up with a scheme and take on the maintenance. Council agreed for Cllr Gregory to pursue.
6. **Reports:**
 - a. Police – Not able to attend, but the report for the month was read out to Council. During September 135 calls were made to the Police 6 of which were crimes. 5 are under investigation and 1 arrest had been made. The breakdown was as follows: 4 x all other theft, 1 x criminal damage, 1 x theft, criminal damage and drug related offence. There were reports of an off road bike riding around Court Crescent and a male has been issued a section 59 warning for this, if caught again the bike will be seized. Patrols are ongoing in the Forge Mews area, males have been spoken to by local officers and the area will continue to be monitored.
 - b. City Councillors – Cllr Williams told the group that he is working on a complaint in Primrose Way and Rivermead way and is to meet with a developer to attempt to resolve the issue. He also reported that the barrier on the footpath into Afon Village is inadequate. He asked that Council consider having the laurel trees and bushes at the rear of Pentrepoeth Primary cut back and also

above the steps opposite Garth Terrace. Cllr Fry reported that there were many stones and detritus left after NCC cleaned up the area between Pentrepoeth Primary and the Friendly Fox, Cllr Williams to sort. Cllr Williams also reported that he was working on getting the footpath between Penylan village and White Gates cleared up by NCC. He advised Council that they should question the protocol for the Police attending meetings as he was aware that they encouraged to attend. Cllr Harris asked if Council wished him to set up some more liaison meetings with the local schools, it was agreed that the meetings should take place 3 times per year, Cllr Harris to arrange. Cllr Gregory requested that Cllr Williams press NCC to keep the streetlamp opposite Garth Terrace switched on during the night for safety reasons. The issue had been resolved once for a short period of time, but it had been noted that the light is again being switched off at night. Cllr Williams complimented Council on the work carried out Graig Hall which he said looked fantastic, Cllr Harris also reported that members of the Rogerstone Community Council who attended the Hall for a Burial Board meeting were also very impressed with the new facilities.

Cllr Williams left the meeting at 7.55pm.

Cllr Cornelious reported that she was pursuing the missing street sign issue at Garth Terrace and it was agreed that NCC should provide adequate street signage for the villages.

Graig CC – Cllr Evans reported that following the Clerk's work on changing the utilities bills from the Hall over to the Council, that he had received some overpayment refunds, for which he was grateful, and that at a recent meeting it was agreed by the Hall Committee to increase rental charges by 50p per hour. Cllr Harris reported that a premises license for the Hall to include the sale of alcohol was being arranged. The Clerk submitted costings for a broadband package for the Hall which would make internet access available to Hall users and the Council at meetings which was accepted, proposed Cllr Stokes, seconded Cllr Mountain and agreed by all. Cleaning regimes were discussed for both Centres. Parking is still an issue, especially on Friday evenings. Cllr Cornelious to enquire from NCC Legal Dept if signage should be erected stating drivers park at their own risk in the car parks of the Centres. Cllr Cornelious also told the group that the troubles in Clearwell Court should begin to improve as NCC's policy on who would be offered housing in that area has changed.

- c. Rhiwderin CC – Discussed above, and Cllr Gregory informed the group that following Mr Smith's resignation at Rhiwderin, a local lady had offered to take over as the new Secretary and Treasurer. The whole Council agreed that Geoff would be sorely missed in the role and hoped he would remain connected to the Centre in some capacity. Clerk to send a letter stating such to Mr Smith.
- d. Best Kept Villages – NTR, It was noted that Mr & Mrs Womack had made £70K for the Leukaemia and Lymphoma Charity at the recent (and last) Vintage Car Rally at Tredegar House. Council congratulates them for the amount of hard work they put into this and previous events and for the staggering amount of money they have raised for the charity over past years.
- e. Allotments – NTR An inspection is due on 12th October.
- f. Play Areas – Cllr Gregory told Council of a recent meeting with NCC at which they confirmed that they have Section 106 money set aside for the upgrade of the two remaining play areas in Bassaleg and that they wish to create another one, and to reinstate the original play area in Rhiwderin and they wish to create another two. Consultation with residents and local children will take place during November and it is hoped that new play areas will be installed and ready for use by the school summer holidays next year. Money is also to be set aside for the maintenance of these areas for the next 20 years.
- g. Burial Board – NTR, the next meeting of the board takes place on 3rd November.

7. Items for Next Agenda

Budget & Precept - 29th October meeting - agreed.

8. Planning:

- a. Planning Appeal - Appeal Subject: Siting of temporary agricultural workers dwelling and formation of access. Appeal Site: Coed y Squire Farm, Graig, Risca. Appeal Reason: Failure to give notice of Council's decision within the appropriate period following application submission. Comment: Noted, Council expressed concern at the potential use of this site by itinerant workers.
- b. CONEX/14/0878 - Erection of first floor side extension over existing single storey side extension. Site: 5 Caerphilly Road, Newport. NP10 8LE. Application Type: Full. Comment: No objections.

9. Items for Discussion/Action

- h. Website (update - Technologies Sub-Committee) - The site is about to be completed.
- i. Dilapidations schedule (KS) - Deferred to the next meeting.

- j. Clerk's working hours review - Following concern about the number of hours the Clerk works per week in relation to the number of hours paid, Council asked the Clerk to keep a detailed log of all working hours for a period of time so it could be reviewed. Submitting the log, the Clerk informed the group that on average she worked over 5 hours per week more than she was paid for. Following discussion, and the Clerk stating that she did not wish to be a drain on the resources of the Council, it was agreed by both parties that she increase her salary by 2 hours per week to partially compensate for the shortfall. Proposed Cllr Caston, Seconded Cllr Haigh and agreed by all.
- k. Chairman's board - Following agreement that Council should consider purchasing an honours board, the Clerk submitted ideas for an acrylic board which could hold the names of past Chairpersons back to the creation of the Community Council in 1974. A traditional wooden board detailing past Chairpersons of the Parish Council from 1891 to 1974 would be considered at a later date. Clerk to bring the estimated cost of the acrylic board to the next meeting.
- l. British Legion donation for Remembrance Sunday wreath - Council approved of the payment of £100 to the British Legion to pay for Council's wreath for the Remembrance Sunday event and the remainder to be used as a donation to the Legion as usual.
- m. Honorariums: Council approved the annual honorariums to both the Booking's Clerk and former Secretary and Treasurer volunteers at Rhiwderin Community Centre.
- n. Christmas Lighting Event - It was agreed that Cllr Williams ask Bassaleg School to put on a small show with a selection of the Christmas celebration pieces they would be already practicing. Cllr Gregory to inform the Police of the event and request their presence. A meeting of the Events & Social Committee was arranged for 21st October.

10. Correspondence for Information:

Noted but not discussed.

11. Accounts for Payment: Accepted. Proposed Cllr Evans, seconded Cllr Stokes.

Clerk salary & office allowance September 2014 & salary increase backdated	£1774.33
September miscellaneous expenses	£95.90
C Ricci – bin cleaning, litter picking & maintenance September 2014	£250.00
Office Furniture Online - Furniture for Conference Room at Graig Hall	£489.60
Staples - office supplies	£37.23
Newport City Homes - grass cutting at Fort View play area	£212.04
Mr M Yearsley - architect fees for Rhiwderin CC project	£942.85
Mr C Ricci - grass strimming at open space in Bassaleg	£50.00
Mazars - external audit annual fee	£780.00
HMRC - PAYE & NI Jul-Sep	£1672.95
Office Furniture Online - fixing brackets for Conference Room furniture	£81.60
Gareth Rees Electrical - repairs to Graig Hall fire alarm system	£55.00
Total to date:	£6441.50

12. Dates of next meetings:

Planning Meeting – Wednesday 15th October 2014 at 7pm
 Full Council Meeting - Wednesday 29th October 2014 at 7pm

13. Urgent Business not on discussed above.

Cllr Fry asked that the next meeting start earlier as he wished to organise a presentation on the photovoltaic cells he proposed for Graig Hall some time ago and which Council agreed should be progressed. Clerk to arrange for the meeting to start 15 minutes earlier than usual.
 Cllr Harris informed the group that the English version of the leaflets for the Jubilee Walk were almost all gone and Council agreed to make a contribution towards the cost of more printing to replenish stock. Cllr Harris to progress.

There being no further business to discuss, the meeting was closed at 9.15pm

Signed..... (Chair) – 29th October 2014

Posted to notice boards 10.10.14

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