



GRAIG COMMUNITY COUNCIL

Minutes of the Full Council Meeting held at Graig Community Centre Bassaleg 7pm on 30th September 2015.

- 1. Apologies for absence:** Cllrs D Evans, K Sayer, K Harries, P Stokes, V Cox-Wall
Present: Cllrs P Gregory (Chair), R Caston, A Whitfield, M Smart, P John, N Mountain, J Harris, W Haigh, L Fry, P Appleton, M Cornelious, D Williams.
- 2. Public Representation:** None
- 3. Welcome and induction of new Graig Community Councillor representing the Rhiwderin Ward:** Council introduced themselves and welcomed the new Councillor to the group. Mrs Trish Appleton read aloud and signed the Declaration of Office and other paperwork pertaining to the post.
- 4. Minutes:** The minutes of the meeting held 26th August 2015, previously circulated were read and approved - proposed Cllr Caston, seconded Cllr Haigh.
- 5. Clerk's Report:**

The Clerk's Report previously circulated was briefly discussed. The report's format had been changed slightly but was accepted as a true reflection of matters to date, proposed Cllr John, seconded Cllr Caston.
- 6. Projects:**
 - a. Rhiwderin Community Centre upgrade - The final invoice for the upgrade had been received and was added to this month's accounts for payment. The cheque will be held until an issue with the hand dryers in the toilets and the floor lifting in the ladies toilet had been addressed. The fire alarm had been installed and was operational. The AGM for the Centre had taken place and a new secretary/treasurer was needed.
- 7. Reports:**
 - a. City Councillors – Cllr Williams discussed issues he had been dealing with during the month, they were as follows: The crash barrier on Pentre Tai Road just after the level crossing in Rhiwderin had been inspected by an NCC Highways Officer and was deemed to be no longer fit for purpose. It's repair is being added to NCC's work schedule. Weed killing of Pentre Tai Road will be added to NCC's schedule of works. The cycleway in front of Bassaleg School will be improved with signs painted on the carriageway pending the dropping of kerbs and the continuation of the red cycleway asphalt to properly define the cycle route. Cllr Williams mentioned the consultation being carried out by the Post Office which it is using to consider whether or not to move the Post Office from Caerphilly Road in Bassaleg to inside the convenience store at St Basil's shops. He and Council encouraged all local residents to submit responses to the consultation. He informed Council that the owner of the convenience store is very distressed that residents are under the impression they have actively looked to take the business from the current Postmistress, and would like to assure residents that this was not the case. It was the Post Office themselves who are keen to continue their model of services being moved into convenience stores as is happening elsewhere.
 - 9b. Liaison meeting update - this item was discussed out of sequence to the agenda as the Chairman was aware that City Cllr Williams needed to leave the meeting but would be interested in the subject. Cllr Gregory informed Council that at the recent Liaison meeting, which was attended by NCC's Head of Finance, there was a lengthy debate about options for the distribution of Concurrent Expenditure money. Various proposals were discussed and the meeting concluded with the Head of Finance saying he would be putting the 3 original options given to Community Councils to the Cabinet Member for Human Resources and Assets to make a decision. He would also give her an additional 2 options, the option suggested by Langstone Community Council, and a 5th option - to withdraw the concurrent allocation altogether, as payment was at the discretion of the City Council and need not be paid to Community Councils at all. Cllr Gregory told the group that this is a likely outcome, and if it were to be taken up it would mean the loss of over £14K annually to Council's finances. The Cabinet Member is to make a decision in the near future, so it was agreed that until the decision is made, the Finance Sub-

Committee would hold their recommendations for setting the 2016/17 Precept as it may need to be changed.

Cllr Williams left the meeting at 7.45pm.

- b. Graig Community Hall – A new fire alarm panel had been fitted in the foyer and the regular monthly checks had been carried out.
- c. Rhiwderin Community Centre - 2 new internal fire doors had been fitted as had the new fire alarm and emergency lighting. The fire extinguishers had been serviced.
- d. Best Kept Villages Group - The group had emailed the Clerk concerned about the amount of litter on Bassaleg green since the opening of the new play areas and was told that as the play areas are new and the service agreements have not yet been set in place, this issue would be resolved as soon as possible. In the meantime it was being monitored. Cllr Cornelious told Council she is to offer her Neighbourhood Allowance to the group.
- e. Allotments - Cllr Harris declared an interest as an allotment holder and offered to leave the meeting. This was not deemed necessary. Cllr Caston reported that following the recent allotment inspection the Committee felt that overall the condition of the site was reasonable. There were 7 vacant plots with 4 people on the waiting list. It had been decided to give one plot holder notice to quit with another to have a final written warning. There was one other plot which was poor, but the plot holder had been offered assistance from the Allotment Association to bring it back to a good condition. The Association did have some reservations of how a new tenancy which was to be run as a community allotment would work in terms of site security, but this would be addressed. The new Association's working party had carried out a lot of work on the site which was very helpful, and was saving Council money in maintenance costs. It was noted that the hedge surrounding the allotments was in need of cutting. It had been decided to have a follow-up meeting to discuss some new ideas the Association had and any issues arising from the inspection. Cllr Gregory thanked the Committee for taking time from their weekend to carry out the inspections and the follow-up meeting date was set for 12th October 2015 at 7pm.
- f. Play Areas – The official opening of the play areas on Bassaleg green had been arranged for 2pm on 6th October when NCC officials and The Mayor will attend, Cllrs were encouraged to attend if available. An email was read to Council from a resident in Rhiwderin who asked that provisions be made for her disabled Son. The Clerk had put her in touch with the NCC Officer overseeing the play areas installation. Cllrs and Clerk to discuss with the officer at the opening and lend support to her request. The Chairman had offered to put on refreshments for all who attended, Clerk to arrange. Work had started on the Fort View play area but nothing in Rhiwderin at all to date.
- g. Burial Board – Cllr Harris reported that there had been a recent meeting and that Rogerstone had taken their turn to have their Members be Chairman and Vice-Chairman for the coming year.

8. Items for Next Agenda

Cllr Fry asked that Council consider his previously submitted scheme to refurbish the toilets at Graig Hall at the 28th October 2015 meeting.

9. Items for Discussion/Action:

- a. Presentation of externally audited Annual Return for consideration and approval to publish - the Clerk presented the completed externally audited Annual Return for the Council. The recommendations were duly noted, and the Council gave permission for the Clerk to advertise to the public as required. Clerk to action.
- b. Liaison meeting update - discussed above.
- c. Finance and Administration meeting update - The Sub-Committee met on 23rd September 2015 to look at finances, and discuss the Precept allocation needed for 2016/17 to make recommendations at this meeting. However, after the events of the Liaison meeting, and the fact that there is a strong possibility that Concurrent funding from NCC may be withdrawn (as noted above), it was felt best that the recommendation was deferred to a later date. The wish list was also updated.
- d. Information regarding tree felling in Coed Mawr Area - information on road closures for felling to take place was relayed to Council. The information had already been put on social media to inform residents.
- e. The Griffin/allotment site hedge - This item would be looked at in conjunction with the allotments and discussed at the follow-up meeting.
- f. Bassaleg Post Office - discussed above.
- g. Request for donation from St Michaels & All Angels Church, Lower Machen - a donation request had been received to ask the Community Council to assist with repairs to the Church. Council agreed to donate £250, Clerk to raise a cheque for authorisation at 28th October 2015 meeting.

- h. Social media & publications - Following recent discussions regarding the use of social media and electronic devices in meetings, the Clerk produced a draft policy setting out guidelines for use. The document to be given to the Technologies Sub-Committee group to suitably amend which will then be passed on to the Finance & Administration Sub-Committee to review before presenting to Council for adoption into it's Policies and Procedures documents.
- i. Christmas lighting event - a brief update was given to Council regarding the last Events Committee meeting, Cllr Gregory ask Cllr Williams to contact Bassaleg School to see if they would be able to attend and perform. The next meeting of the committee was set at 7th October 2015 at 6pm.
- j. Statement by the Minister for Finance & Government business: Responses to the consultations on Landfill Disposals Tax & Land Transaction Tax - Noted and displayed for Council to study if desired.
- k. St Basils Shops improvement scheme - Cllr Fry's proposal was discussed briefly and he asked that Council think about the plans which could be resurrected in the Spring.

10. Planning:

- a. CONEX/1009 - Replacement Boundary Fence and Gates. Site: Bassaleg School, Forge Road, Bassaleg, Newport, NP10 8NF. Application Type: Full. Comment - Council supports the application but asks that the main gates be kept.
- b. CONEX/15/1067 - Conversion of integral garage into living space, removal of existing garage door and fitting of leaded window matching the existing house windows, brickwork to match the rest of the house. Site: 17 Caernarvon Drive, Rhiwderin, Newport, NP10 8QT. Application Type: Full. Comment - No objections provided the number of parking spaces can be kept.
- c. CONEX/15/10077 - Temporary use of farmhouse and surrounding lands for offices and storage for M4 junction 28 improvements - Bassaleg and Pont Ebbw roundabouts. Site: Graig-y-saeson Farm, Forge Road, Bassaleg, Newport, Np10 8AT Application Type: Full. Comment No objections.
- d. CONEX/15/1118 - Demolish sub-standard garage, lean to building and conservatory and construct two storey side extension. Site: 13 Pentre Tai Road, Rhiwderin, Newport, NP10 8RL. Application Type: Full. Comment - No objections.

11. Correspondence for Information:

Noted but not discussed.

12. Accounts for Payment: Accepted. Proposed Cllr John seconded Cllr Caston

Clerk salary and office allowance for September 2015	£1716.32
September miscellaneous expenses	£78.51
Mr C Ricci - bin cleaning for September 2015	£200.00
Newport City Homes - grass cutting at Fort View play area for August 2015	£212.04
Mazars - annual external audit fee	£780.00
K Jones Heating Services Ltd - Gas services to Graig Hall	£285.60
K Jones Heating Services Ltd - Gas services to Rhiwderin CC (2 invoices)	£717.60
Gareth Rees Electrical - Works to Graig Hall	£415.00
Gareth Rees Electrical - Works to Rhiwderin CC including new fire alarm system	£4040.00
Cllr Fry - reimbursement for key cutting expenses	£18.00
British Gas - Gas bill for Rhiwderin CC	£127.72
Staples - Office supplies (2 invoices)	£82.88
SSE - Electricity costs for Graig Hall	£40.40
Noel Fitzpatrick - Final payment (retention fee) for Rhiwderin CC upgrade	£1308.68
HMRC - PAYE & NI for July - September 2015	£1794.28
Total to date:	£11872.83

Receipts

None

13. Dates of next meetings:

Planning Meeting - Wednesday 14th October 2015 at 7pm

Full Council Meeting - Wednesday 28th October 2015 at 7pm

14. Urgent Business not on discussed above.

- a. Cllr Fry told Council that he was aware that the waste transfer plant at Croescarneinon Farm has changed from scrap to mixed waste. Cllr Cornelious to ask NCC to look at the permissions on their license.

- b. Following a request from Cllr Gregory to explore how much it would cost for the patio at Graig Hall to be modified to make an opening onto the green for a better fire escape route, Cllr Fry gave an initial quote of around £800.

There being no further business to discuss, the meeting was closed 9.38pm

Signed..... (Chair) –28th October 2015

Posted to notice boards 06.11.15

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