



GRAIG COMMUNITY COUNCIL

Minutes of the Full Council Meeting held at Graig Community Centre Bassaleg 7pm on 30th March 2016.

- 1. Apologies for absence:** Cllrs R Caston, P Stokes, V Cox-Wall, M Cornelious
Present: Cllrs P Gregory (Chair), A Whitfield, D Evans, M Smart, K Sayer, K Harries, N Mountain, J Harris, W Haigh, L Fry, P Appleton, D Williams.
- 2. Public Representation:** Rogerstone Community Cllrs V Dudley & P Ambrose.
- 3. Minutes:** The minutes of the meeting held 24th February 2016, previously circulated were read, briefly discussed and approved. Proposed Cllr Evans seconded Cllr Haigh.
- 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 Sayer, seconded Cllr Harries.
- 5. Projects:**
 - a. Rhiwderin Community Centre upgrade – Cllr Gregory reported that little had changed during the month, internal decoration had been carried out by Lloyds TSB volunteers and fire extinguishers had been updated. Cllr Whitfield reported she had met with an advisor who suggested producing a feasibility study for the lime mortar external re-pointing of the building to include estimated costs which could then be used to tender for the work to be carried out or would also be useful to present when applying for funding. Meetings with other professionals are planned to gain more information before a way forward is selected. Cllr Gregory asked if a working group needed to be set up to assist but Cllr Whitfield was happy to progress for the time being. **Action: Cllr Whitfield to continue with investigations.**
 - b. Graig Hall toilets upgrade - Cllr Fry reported that the upgrade was to take place from 31st March and would take 3 weeks to complete, the anticipated completion date was 22nd April. As the Folk and Food festival was taking place in and around Graig Hall on the 16th April and during the toilet upgrade it was agreed that the Hall Management Group should meet asap to discuss special arrangements for that day. **Action: Hall Management Group to meet.**
 - c. Lower Machen replacement bench - Cllr John was not present so the item was deferred
 - d. Flower planter redecoration - Cllr Gregory reported that he had begun emptying the planters in readiness for decoration. Cllr Sayer was unable to commit to removing the soil from site as planned due to unforeseen transport issues. Cllr Smart advised arrangements had been made to remove a number of planters to a sheltered location to enable them to be painted and later have them re-sited in the chosen locations for a cost of £25 per planter. She also advised that on speaking with the BKV group, it had been agreed that the current planters at the Caerphilly Rd/Close junction would be kept in place for the foreseeable future. It was suggested that refurbishing, relocating and maintaining just a few planters for the time being would be a good idea, as this would set a template and give a better understanding of the costs involved. **Action: Cllrs Smart and Appleton to progress. Clerk to request permissions for locations.**
- 6. Reports:**
 - a. City Councillors – Cllr Williams told the group that there were continuing issues with dogs at a residence in Rhiwderin. He encouraged anyone who has had a problem to contact the NCC Dog Wardens. He expressed concerns about the height of the fencing around the toddler's play area at the back of Rhiwderin CC as it is low enough for dogs to jump over. He was informed that the Officer in charge of the Community Speedwatch programme had not been in touch following last month's meeting and he offered to follow this up. He had complaints from residents regarding speeding on Pentrepoeth Road and everyone felt this would be a good place to put the programme into action. Cllr Whitfield added that she too had many complaints from residents regarding this, so what would be the best plan of action? Cllr Williams replied that as with any other issue he raises, he is told there is no budget for improvements but agreed to try again. Court Crescent parking was still an issue, and litter in Court Crescent, the lane into the school and the field behind the school had been flagged as an issue. The school agreed to have the areas cleaned up but this had not taken place to date. He was asked to look into why the Cabinet Member Deb Davies had not responded to the latest email from Council and also ask if the Community Council were still to have City Cllr status when contacting the City Council

as suggested which would aid with quicker responses to emails and enquiries. Cllr Sayer was advised to email the Leader of the City Council Bob Bright following years of requests for the replacement of missing street name signs for Church Crescent, and to copy in Cllr Williams. Cllr Gregory asked why the City Council is not prioritising work to be carried out with its under-spent funds for the year? It was noted that the turning into Laurel Drive off Caerphilly Road is becoming a hotspot for cars turning in the junction to travel back in the direction they came, it was agreed this is a dangerous practice and should be deterred. Cllr Whitfield asked Cllr Williams to explore why areas in Newport are being fitted with new street lighting when Graig has been asking for over 30 years for improvement to be made to the lighting on Laurel Road. It had already been identified as a dark area by NCC who said they had no funds to improve it yet lighting in other areas are being upgraded. Cllr Williams agreed to investigate. Cllr Haigh asked Cllr Williams to report the lack of maintenance at the top of Highfield Lane which was fast becoming a Buddleia grove. It was noted that the NCC Officer previously in charge of such maintenance had left the Council and it was unknown if a replacement had been allocated. He was also asked to find out when the waiting signs would be replaced at Forge Road as previously requested and if it would be possible to reduce the waiting times from 4 hours to 2 hours.

Action: Cllr Williams to follow up the Community Speedwatch, lobby NCC again for a solution to speeding on Pentrepoeth Road, encourage school to clean up litter, progress Community Councils having City Cllr status when contacting officers, discover why Council has not had a response from Deb Davies, investigate upgrading the street lighting in Laurel Road and Caerphilly Road, ask for maintenance at the top of Highfield Lane and chase up signage for Forge Road.

- b. Graig Community Hall – Cllr Evans reported that the Hall's finances were heading in the right direction and the accounts for year end would be compiled soon. The Hall Committee would be looking at increasing hiring rates. It was noted that Cllrs were still having booking issues reported to them and Cllr Gregory asked that the Committee meet to discuss a solution for this, the opening and closing of the Hall and the litter picking around the Hall as the problems cannot be allowed to continue.

Action: Cllr Evans to call a Hall Committee meeting to discuss the above.

- c. Rhiwderin Community Centre – Discussed above.
d. Best Kept Villages Group – NTR
e. Allotments - Cllr Caston had asked the Clerk to report that the new allotment agreements previously approved had been sent out to all allotment holders for signing and were being returned at present.
f. Play Areas – Cllr Gregory reported that he was very unhappy with the progress of the purchase of land for the Rhiwderin Village play area. He had tried to contact the NCC Officer in charge but to no avail. The situation presently was that the land owner says the hold-up is with NCC, and NCC say the hold-up is with the land owner. It was noted that all the new play areas are very popular and well used, but there was some discontent with residents at the noise levels from the Fort View play area. It is believed that some dogs are allowed to roam free at Fort View.

Action: Clerk to report unattended dogs at Fort View to the City Dog Wardens and request regular patrols.

- g. Burial Board – Cllr Whitfield advised Council there were some serious issues surrounding the Burial Board Management Committee and the Clerk of the Burial Board. The issues were mostly with Rogerstone Community Council representatives, but on investigation, Rogerstone Community Council found there may be an issue which affects how the Burial Board Clerk is employed as they believed that one of the CC's could be responsible for her employment rather than the Board being the employer. Cllr Whitfield suggested that Council should hold a special meeting to discuss the issues and invite the Clerk of the Burial Board so she might advise Council of the history behind them. This was agreed. Cllrs Dudley and Ambrose left the meeting at 8.47pm.

Action: Cllr Gregory to respond to an email received by RCC's Chairman and advise him that Graig intends to hold the meeting. Clerk to arrange the meeting and advise Cllrs of the details. Cllr Whitfield to invite the BB Clerk to attend.

Post Meeting Note: The proposed meeting discussed above was later cancelled.

7. Items for Next Agenda:

- a. Council finances - 13th April Meeting
b. Graig Community Council calendar proposal (NM) - 13th April Meeting.

8. Items for Discussion/Action:

- a. Finance & Administration Committee review of Council documents for acceptance and adoption - Council were presented with the suite of documents previously assessed and amended as necessary by the Finance & Administration Sub-Committee which included an update of the new Model Code of

Conduct for Councillors. The paperwork was accepted and formally adopted. Proposed Cllr Harris, seconded Cllr Evans.

Action: Clerk and Chairman to sign each page of each document and Clerk to file for safekeeping.

- b. Farrier's Gate parking issues - Cllr Cox-Wall asked for the issue to be raised but was unable to attend - deferred.

Action: Clerk to add to the next meeting agenda on 13th April 2016.

- c. Council stationery and posters - the Clerk submitted suggestions for new Council business cards to replace outdated information and also a design for banner and take-away leaflets with a holder. The costs would be around £66 in total. Council approved the design and costs, and from suggestions chose a strap line of "Committed to Improving Graig"

Action: Clerk to place the order.

- d. Bassaleg & Rhiwderin Directory submission - the submission was discussed and the article compiled by Cllr Gregory was circulated.

Action: Clerk to include further suggestions prior to submitting to the Directory.

- e. M4 proposals opportunity to comment - the proposals were briefly discussed but it was felt that no comment was necessary.
f. NCC Wellbeing and Ward profiles - noted but not discussed.
g. Queen's 90th Birthday - it was decided to abandon the previous idea of marking the occasion, as Council's workload and timescale prevented having enough time to organise a suitable event.
h. Community Speedwatch - Discussed briefly.

Action: Cllr Williams to progress.

9. Planning:

Discussed later.

10. Correspondence for Information:

Not discussed.

11. **Accounts for Payment:** Accepted. Proposed Cllr Whitfield seconded Cllr Harries It was agreed to hold payment to Mr C Ricci until Cllrs Gregory, Appleton and the Clerk had a chance to meet with him.

Clerk salary and office allowance for March 2016	£1676.12
March misc. expenses	£107.70 (not paid)
Aegon - Clerk Pension payment responsibilities backdated to statutory start date	£145.04
Mr C Ricci - bin cleaning & litter picking March 2016	£240.00
TalkTalk - Graig Hall broadband - (by DD)	£24.60
5quidhost - webmail hosting monthly charge (by DD)	£5.00
Spanglefish - annual gold status fee for website	£29.95
HMRC - PAYE & NI Jan-Mar 2016	£1794.28
SSE/SWALEC - Graig Hall Gas costs	£415.02
SSE/SWALEC - Graig Hall Electricity costs	£262.18
Total to date:	£4699.89

Receipts

None to date

12. Dates of next meetings:

Planning Meeting - Wednesday 13th April 2016 at 7pm (at Rhiwderin Community Centre)
Full Council Meeting - Wednesday 27th April 2016 at 7pm (at Graig Hall)

13. Urgent Business not on discussed above.

Cllr Gregory reported that He and the Clerk had met with AMEC representatives and that they were still willing to make a contribution towards the community as originally discussed but would not be able to commit to how much that would be. They asked for the Council's wish list items to be forwarded to them so they could choose something they could contribute to.

Action: Cllr Gregory to send the list to AMEC for a decision to be made.

Cllrs Gregory and Whitfield, being unsatisfied with the earlier discussion asked that lighting issues on Laurel Road and Caerphilly Road be added to the agenda for the 13th April meeting.

Action: Clerk to add to the next agenda as requested.

9. Planning: Deferred from earlier in the meeting.

- a. App No: 16/0177 Type: Full Expiry: 26/04/2016 Site: 1-3 St Basils Stores, Laurel Road, Bassaleg, Newport, NP10 8NN Proposal: RETENTION OF ATM AND ASSOCIATED ALTERATION TO SHOPFRONT
Comment: It was felt the lighting of the ATM is too bright and should be toned down.
- b. App No: 16/0178 Type: Advert Consent Expiry: 24/04/2016 Site: 1-3 St Basils Stores, Laurel Road, Bassaleg, Newport, NP10 8NN Proposal: RETENTION OF INTERNALLY ILLUMINATED LETTERING AND LED HALO ILLUMINATION TO ATM
Comment: It was felt the lighting of the ATM is too bright and should be toned down.
- c. App No: 16/0149 Type: Full Expiry: 01/05/2016 Site: 20, FORGE LANE, BASSALEG, NEWPORT, NP10 8NG Proposal: CONSTRUCTION OF A TWO STOREY REAR EXTENSION, FLAT ROOF DORMER ON REAR ROOF SLOPE, BAY WINDOW ON FRONT ELEVATION AND ASSOCIATED WINDOW ALTERATIONS
Comment: No objections provided neighbours are consulted and agree.
- d. App No: 16/0161 Type: Full Expiry: 08/05/2016 Site: 9, BERKLEY ROAD, BASSALEG, NEWPORT, NP10 8PP Proposal: REAR FIRST FLOOR EXTENSION OVER EXISTING SINGLE STOREY EXTENSIONS TO PROVIDE ADDITIONAL BEDROOM AND BATHROOM FACILITIES
Comment: Council were concerned this would be an overdevelopment of the site, that there were potential issues with the party wall and that it would have a significant impact on neighbours.

There being no further business to discuss, the meeting was closed 9.35pm

Signed..... (Chair) – 27th day of April 2016

Post Meeting Note: The proposed meeting discussed in Item 6.g. was cancelled

Posted to notice boards 06.05.16

Clerk to the Council: Sian Davies
6 Vale View, Gelli Park, Risca, Newport. NP11 6HS
Tel: 01633 614119, Mobile: 07971 094382
Email: clerk@graiGCC.co.uk

Website: www.graiGCC.co.uk



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