



GRAIG COMMUNITY COUNCIL

Minutes of the Full Council held at Graig Community Centre Bassaleg 7pm on 29th June 2016.

1. **Apologies for absence:** Cllrs A Whitfield, P John, P Gregory, D Williams
Present: Cllrs R Caston, D Evans, P Stokes, M Smart, K Sayer, K Harries, N Mountain, J Harris, W Haigh, L Fry (Chair), V Cox-Wall, P Appleton, M Cornelious. Also present Mrs Jan Walsh organiser of Bassaleg Rural Market.
2. **Public Representation:** Mrs Walsh asked if she could give a short presentation of funding available from the Rural Development Fund which was accepted by Council. She wished to apply for funding to improve facilities at Graig Hall and the market held on the last Saturday each month. Her plan is to improve and extend the market, making it more of a farmers market, offering opportunities for local producers to sell their goods and offering a wide range of locally sourced, ethical and Fairtrade products to local residents. She said she appreciated the opportunity to use the Hall and would like more opportunities to advertise. She felt that the facilities at the Hall were very good but there were areas that could be improved such as providing cooking facilities, and she had also spoken to other groups such as the Allotment s Association who could also benefit from the funding available. She had put together a bid and asked that Council support her efforts, Council agreed. The bid needed to be submitted by the following day and Cllr Cox-Wall kindly offered to review it that evening and work with Mrs Walsh. Mrs Walsh was thanked for her efforts and she agreed to keep in touch with Council.
Action: Cllr Cox-Wall to work with Mrs Walsh and report to Council on the outcome.
3. **Minutes:** The minutes of the meeting held 18th May 2016, previously circulated were read, briefly discussed and approved. Proposed Cllr Stokes seconded Cllr Caston.
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 Evans, seconded Cllr Caston. It was noted that the issue of overgrowth at Park View could be the responsibility of NetworkRail.
Action: Clerk to progress the items.
5. **Projects:**
 - a. Rhiwderin Community Centre upgrade – Cllr Gregory unable to attend, NTR.
 - b. Lower Machen replacement bench – Cllr John unable to attend, NTR
 - c. Flower planters – Cllr Smart reported 6 planters had been decorated, located and planted and looked good, there had been very favourable comments by residents about both the planters Council arranged and also the work the Best Kept Villages group were doing maintaining their planters. All commented that the Best Kept Villages group work very hard and it was good to see their efforts appreciated, the villages looked lovely.
 - d. Graig Community Council calendar – Cllr Mountain reported that the cost for 500 Council calendars pushed up the printing costs to £1.50 each as opposed to £1.20 each for 1000. Council felt that to sell 1000 may be a little ambitious, and that 500 would be a more realistic figure for a first run. It was thought that maybe local businesses would be interested in sponsoring the printing to keep costs down. **Action: Sub-Committee to meet again to finalise the photographs and explore the possibility of gaining sponsorship.**
 - e. Queen's 90th Birthday - Cllr Stokes reported that he had one quote for the supply and installation of a reasonably sized Welsh Oak tree as previously agreed and that he was waiting for a second quote. As the tree would not be able to be planted until the autumn it was felt there was no great rush for this.
Action: Cllr Stokes to progress.
6. **Reports:**
 - a. City Councillors – Cllr Cornelious reported that both she and Cllr Williams have been working on the litter issues in Afon Village together with Rogerstone CC Chairman Cllr C Evans. The main issues seemed to be that McDonald's was not carrying out the litter patrols they were doing previously, which was a contributing factor and that Morrison's do not carry out patrols as far as anyone is aware. It was suggested that Council consider funding more litter bins if it was decided it would be beneficial and provided NCC were willing to add them to their emptying schedule. As the meeting had only just taken place Cllr Cornelious had not had the time to do anything as yet. She also mentioned that there were

still parking issues at Court Crescent, Cllr Cox-Wall suggested Bassaleg School should take some responsibility for the issues which are caused by students or those picking them up or dropping them off. She reminded them that the school has responsibilities for the students whilst travelling to and from school as well as when they are at school under the Learner Travel Measure 2012 and must take some responsibility for resolving the problem. She asked that City Cllrs effect a meeting to be attended by the school, residents, the Police and the Community Council. The Chair of Governors for the school should insist the Head and governing bodies also attend and take some responsibility. It was agreed that as there are less children in the villages attending the school, more students are coming from further afield which is causing travelling issues. Cllr Williams was unable to attend but had submitted a report on the issues he was attending to. The report was read to Council and contained the following: Grass cutting is a major issue, the City Council's position is that they cut on a monthly cycle but that cycle does not coincide with Newport City Home's schedule. Additionally, NCH no longer cuts the areas which were in dispute between the 2 bodies, and this is taking some time to sort out. It was also thought that the pump which takes excess water away from The Griffin was not working effectively and will be tested. The City Council had weeded part of Pentre Tai Road which joins the lower part to Tredegar Street. The recent picnic held in honour of the Queen's birthday was well attended and Cllr Williams wished to congratulate all involved especially Mr Steve Murray and his family. Bassaleg school were to carry out an experimental lockdown of the school beginning on 4th July and he would be interested in Member's feedback on this. Bassaleg School had also discovered a noxious weed growing on the banks of the stream that runs through the school grounds. Heras fencing had been erected around it and it had been sprayed but it was thought it would take another week or two before anyone will know if this has been successful. It is a type of hogweed but not one that is familiar. Cllr Williams forwarded the Clerk's Report to the new cabinet member for Streetscene and requested action on the outstanding issues they would be responsible for. He has asked the new Footpaths Officer to look at the issues raised by Cllr Haigh at Highfield Lane. Council were most concerned about the grass cutting issue and was aware there were many complaints from residents, all agreed it seemed much longer that 1 month since the last cut. **Action: Cllr Cornelious to relay this information to Cllr Williams and keep Council appraised of the litter issues in Afon Village, advising Council if it needs to take any action to assist. Council also asked that the City Councillors do all they could to ensure the grass cutting schedule is adhered to.**

- b. Graig Community Hall – Cllr Evans reported that the 2 employees of the Hall had been made redundant following a new opening and closing regime. The details were handled by the Clerk to ensure they complied with proper regulations. Cllr Sayer asked if the Committee had considered reviewing Hall charges. There was to be a sub-committee meeting on 5th July 2016. **Action: Cllr Evans to consider the Hall charges at the next meeting.**
- c. Rhiwderin Community Centre – Cllr Gregory was unable to attend NTR. **Action: None required.**
- d. Best Kept Villages Group – Discussed above in 5c. **Action: None required.**
- e. Allotments – An inspection took place on Sunday 19th June at 10.30am. Cllr Caston reported that 3 allotment holders seemed to be struggling and should be written to and asked if they would like to reduce the size of their plots to assist them. A local contractor has been asked to level up the water troughs and this should be carried out soon. 2 taster plots have been let. **Action: Clerk to write to the plot holders concerned.**
- f. Play Areas – Cllr Harris reported that children playing on the equipment at Fort View were able to look into resident's gardens and homes of those living in Caerphilly Road and asked if some form of screening could be erected to alleviate this. Cllr Fry suggested that Council should now request that a handover certificate for the play areas be given to Council and that the funds for maintenance be given over to Council also. **Action: Clerk to speak with the Chairman regarding both requests.**
- g. Burial Board – Cllr Cox-Wall attended her first meeting as Council's new representative following Cllr Whitfield stepping down from the Sub-Committee. She reported that the BB's internal auditor attended the meeting and spoke very well. He pointed out that at current income levels, the Board would not have enough funds to sustain services in the long term. She was concerned that no action seems to be being taken regarding this issue. She also noted that there were other issues which did not seem to be being addressed. **Action: BB representatives to bring the issues back to Council for discussion once the minutes of that meeting had been circulated.**

7. Items for Next Agenda:

- a. Council Finances - 13th July 2016 meeting
- b. Presentation on the Rural Development Plan for Wales for the Vale of Usk area - 13th July Meeting

8. Items for Discussion/Action:

- a. Presentation of accounts following internal audit for approval and signing of the annual return in readiness for external audit – The Clerk submitted the annual return duly completed by the Clerk and the internal auditor for approval by Council. Council accepted the return as a true reflection of Council's finances and authorised its signature by the Vice Chairman Cllr Fry as the Chairman Cllr Gregory was unable to attend the meeting. The Clerk also submitted the internal auditor's report on its findings. There were 2 observations, as the Clerk regularly overwrote the spreadsheets containing the financial information, proof of every month's bank reconciliation could not be provided on request, also Council's asset register needed further amendment. The comments were taken on board and procedures will be changed to ensure a copy of every month's bank reconciliation is kept. Also work will be carried out on Council's asset register in line with the auditor's recommendations. Proposed Cllr Evans, seconded Cllr Harries accepted by all. **Action: Clerk to implement recommendations.**
- b. Clerk's appraisal – Following Cllr Caston's concerns regarding the Clerks salary increase, the Clerk discovered a salary increase was due and also an annual incremental rise. As the Clerk had not had an appraisal recently she insisted that before any increase was suggested she should be appraised to ensure Council were content with her services, this was accepted by Council. **Action: Clerk to arrange with Cllrs Gregory, Caston and Appleton who agreed to assist with the appraisal.**

9. Correspondence for Information:

Not discussed.

10. Accounts for Payment: Accepted. Proposed Cllr Caston seconded Cllr Harries.

Clerk salary and office allowance for June 2016	£1682.92
June misc. expenses	£43.65
Mr C Ricci - bin cleaning & litter picking June 2016 (minus overpayment for May)	£140.00
Newport City Homes - grass cutting costs for Fort View play area May '16	£212.04
TalkTalk Business - Wi-Fi costs for Graig Hall (June & July)	£49.20
Tsohost - monthly website admin cost (taken by DD)	£5.00
Staples - office supplies	£119.04
Cllr M Smart - reimbursement of paint costs to refurbish planters	£100.87
SSE/SWALEC - electricity costs to Graig Hall	£492.32
SSE/SWALEC - gas costs to Graig Hall	£541.95
HMRC - PAYE & NI costs April to June 2016	£1774.08
R Charles Plastics - toilet doors for Graig Hall toilet refurbishment	£365.00
S Rose - decoration of toilet doors for Graig Hall toilet refurbishment	£85.00
Greenmoor Nurseries - plants cost for 6 new planters	£64.00
P Gregory - Chairman's allowance for 2016-17	£200.00
Total to date:	£5875.07

Receipts

None to date

Cllr Cornelious left the meeting at 8.45pm

11. Urgent Business not discussed above:

None

12. Planning:

- a. App No: 16/0250 Type: Full Site: Cwm Hedd Lakes, Penylan Road, Bassaleg Newport NP10 8RW
Proposal: 3No. HOLIDAY ACCOMMODATION CABINS AFFECTING PUBLIC RIGHT OF WAY 393/117 (Cllr Haigh has asked this be revisited) - Response: Council have no objections in principle, but ask that the PROW be protected as it forms part of the Graig Diamond Jubilee Walk which has been adopted into the City Councils suite of walks for Newport. Also, as the cabins are proposed for family use, that children's safety is considered regarding access to the lake.
- b. App No: 16/0317 Type: Full (Major) Site: Land to the rear and North of 1 to 16, Ruperra Close, Bassaleg, Newport. Proposal: ERECTION OF 14NO. DWELLINGS, NEW ROAD, DRAINAGE, MAIN SERVICES AND ASSOCIATED WORKS (RESUBMISSION FOLLOWING WITHDRAWAL OF 15/0204) - Response: Council strongly objects to this development on the following grounds:
The North West of the proposed site is part of a SINC with woodland in excess of 400 years old. The rest of the site would also qualify as SINC due to the mosaic of habitats it offers and should be treated accordingly. Council feels this site should be protected at all costs. The trees on the proposed site are protected by a TPO which must be observed especially in light of the above comment. This area is a wildlife corridor in a semi-urban setting, which to the North adjoins the boundary with land on a 999

year lease to Graig Community Council. Council's land is kept as open space and part woodland for residents to enjoy and as a wildlife habitat. This development would directly affect the wildlife Council encourages on its land, and would have an effect on the residents of the village who use these open spaces for leisure activities. Council fully supports the residents of Graig, and feel a much better use for this area would be to turn it into a woodland park which could link up with Community Council owned land already being used to the North of the site as a recreational area. This would be of benefit to residents, wildlife and the future ecological stability of the area. Council agrees with all the comments made by the Gwent Wildlife Trust and also believes the surveys carried out are not adequate. Station Approach is a non-standard width road which would be unable to cope with the increase in traffic generated by this development. The supporting road infrastructure to this proposed development is at breaking point (e.g. Forge Road, Bassaleg roundabout, the mini roundabout at the Tredegar Arms Pub & Caerphilly Road). The development would mean an increase of vehicles on roads that are already massively under strain from the general increase in traffic in recent years. Local services are also at saturation point such as schools and GP services. The removal of trees at this site increases the risk of flooding and this is identified in the submitted documents as C1 risk.

- c. App No: 16/0596 Type: Full Site: 5 Badgers Wood Close, Bassaleg, Newport, NP10 8SG. Proposal: PROPOSED EXTENSION TO PROVIDE GARAGE AND EXTENSION TO EXISTING BEDROOM. - Response: No objections provided neighbours are consulted and agree.
- d. App No: 16/0627 Type: Full Site: The Manse, Pentrepoeth Road, Newport, NP10 8LL. Proposal: DEMOLITION OF EXISTING SIDE STOREY CONSERVATORY AND ERECTION OF TWO STOREY SIDE EXTENSION - No objections.
- e. App No: 16/0630 Type: Full. Site: Land formerly known as Tredegar Golf Park, Park View, Bassaleg, Newport. Proposal: NEW MAINTENANCE SHED BUILDING FOR LANDSCAPE MANAGEMENT WITH ANCILLARY OFFICE SPACE, STORAGE AND KITCHEN FACILITIES Comment: Council has no objections to the plans for the maintenance shed but wish to reiterate all its former objections to the application as a whole. All the points made at the time of approval still stand plus, as the whole road infrastructure has come under a lot more strain since the development was approved, Council feels this large development will cause a huge strain on an already overloaded system. Council is also concerned about how stretched local resources will be under even more pressure such as local etc schools, Doctor's surgeries..
- f. App No: 16/0632. Type: Reserved Matters (Major). Site: Land at former Tredegar Park Golf Club, Park View, Bassaleg, Newport. Proposal: RESERVED MATTERS APPLICATION RELATING TO APPEARANCE, LANDSCAPING, LAYOUT AND SCALE FOR THE CONSTRUCTION OF 150 DWELLINGS WITH ASSOCIATED PARKING, LANDSCAPING AND PUBLIC OPEN SPACE RELATING TO PLANNING PERMISSION 12/0254 Comment: Council wishes to reiterate all its former objections to the application as a whole. All the points made at the time of approval still stand plus, as the whole road infrastructure has come under a lot more strain since the development was approved, Council feels this large development will cause a huge strain on an already overloaded system. Council is also concerned about how stretched local resources will be under even more pressure such as local schools, Doctor's surgeries etc.. In addition, in light of national flood disasters of late, Council feels that to build on this site (which is clearly at risk of flooding) puts any residents who choose to live there at considerable risk, and insurance against flooding would be either difficult to gain or be very costly.

13. Dates of next meetings:

Planning Meeting - Wednesday 13th July 2016 at 7pm
Full Council Meeting - Wednesday 27th July 2016 at 7pm

There being no further business to discuss, the meeting was closed 9.10pm

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

Posted to notice boards 05.08.16

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