



# GRAIG COMMUNITY COUNCIL

## Minutes of the Full Council held at Graig Community Centre Bassaleg 7pm on 31st August 2016.

1. **Apologies for absence:** Cllrs K Sayer, P John,  
**Present:** Cllrs R Caston, A Whitfield, D Evans, M Smart, K Harries, N Mountain P Gregory, J Harris, W Haigh, L Fry, V Cox-Wall, P Appleton, D Williams.
2. **Public Representation:** The local resident who had previously tabled a proposal to erect a building on the open space at the junction of The Griffin and Caerphilly Road in Bassaleg to create a coffee shop for the village attended the meeting. He put forward a new proposal to rent the Pump House from Council and convert the building to a coffee shop. He presented a comprehensive document which showed proposed plans and the details were discussed with Council. Following his presentation, Council agreed that the Graig Hall Management Committee should review the proposals and bring recommendations to the next meeting on 28<sup>th</sup> September for Council to discuss further. He left the meeting at 7.28pm.
3. **Minutes:** The minutes of the meeting held 27<sup>th</sup> July 2016 and Bassaleg and Rhiwderin Community Centre AGM's held on 7<sup>th</sup> June and 18<sup>th</sup> July 2016, previously circulated were read, briefly discussed and approved. Proposed Cllr Caston seconded Cllr Harries.
4. **Clerk's Report:**  
The Clerk's Report previously circulated was briefly discussed. Cllr Caston advised that some grounds maintenance had been carried out at the Pye Corner railway bridge by NetworkRail but this seemed to be unfinished and the area was left with the remains of overgrowth littering the area. It was also noted that even after remedial works carried out by NCC to the pavements on Park View, some ponding is still occurring in wet weather. Cllr Gregory advised the group that following the recent incidents of graffiti in the villages, more incidents had occurred, This time they were of an obscene nature in Rhiwderin which he had reported to NCC. The homeowner who's garage door had been targeted had removed the graffiti and even attempted to remove some from the bus stop opposite soon after it was discovered. Cllr Gregory advised that he had also tried to inform the Police but could get no answer when attempting to ring them. **Action: Clerk to keep a watchful eye on the Pye Corner railway bridge area to ensure NetworkRail return to carry out more work as promised and clear up the area to a reasonable standard. Also to inform NCC of the issues still occurring on Park View's pavements and request this is revisited.**
5. **Projects:**
  - a. Rhiwderin Community Centre upgrade – It was agreed that a sub-committee would be needed to move things forward. **Action: Cllr Whitfield to arrange a meeting with those who agreed previously to assist in obtaining funding to complete work at the Centre. The meeting to be held on 14<sup>th</sup> September at 6pm (prior to the next Planning meeting).**
  - b. Lower Machen replacement bench – Cllr John was unable to attend the meeting but had given a report via email which advised that things were progressing. There had been a mix-up with the supplier of the bench who, in trying to be helpful, delivered a larger bench than was requested which was too large for the plinth it was to sit on so it had to be returned. It was hoped that the issue would be sorted in the very near future. **Action: Cllr John to progress.**
  - c. Flower planters – Cllr Gregory had asked a local contractor to empty the remaining 13 planters at Rhiwderin CC and raise them on plinths ready for decorating but this had not been carried out to date. **Action: Cllr Gregory to pursue.**
  - d. Graig Community Council calendar – Photos of the ward had been collated, the sub-committee to meet to finalise the photos and design. **Action: Cllr Mountain to arrange a sub-committee meeting to move the project on.**
  - e. Queen's 90th Birthday – Following Cllr Stoke's resignation who had previously taken the lead on this project, the Clerk was now progressing the project and had written to the tree supplier to advise of Council's choice of tree. **Action: Clerk to progress.**
  - f. Picnic benches for open spaces and play areas – Following research, Cllr Appleton put forward a number of choices, styles and costs for the benches to be purchased. Council decided on 8 seater hexagonal recycled plastic benches from the quotes provided at a special offer cost of £2650 for 5

pieces. 2 for Bassaleg open space, 1 for Fort View play area and 2 for the rear of Rhiwderin Community Centre. It was also agreed that Council's logo should be placed on the benches to show they were funded by the Community Council. Action: **Clerk to purchase and arrange for delivery.**

## 6. Reports:

- a. City Councillors – Cllr Williams advised Council he had been approached by residents of Garth Terrace and asked to help with resolving parking issues for the residents. Cllr Caston had also been aware of the parking issues at Garth Terrace and this was on the agenda for discussion later, the Clerk advised Cllr Williams of her discussions with local residents also, and Cllr Williams agreed that he would take the matter forward. He was also aware that Afon Mead Resident's Association were looking to replace/repair a wooden fence in their area which would be funded from the Association as they had money in hand to carry out the work themselves. He had attended a recent meeting between the residents of Court Crescent and Bassaleg School regarding the parking issues experienced in school term time and felt the meeting went well. He felt that with the help of the Police things should improve. The litter issues in Afon Village were also discussed, Rogerstone Community Council had agreed they would fund new larger pavement mounted litter bins to replace small post mounted bins in the area of the village covered by their ward, and Council agreed to do the same. Cllr Gregory asked if the City Cllrs would take action on the list sent to them which was compiled by the Chair and the Clerk to highlight longstanding issues in the Graig ward which had still not been resolved. Cllr Williams agreed both City Cllrs would take these matters forward and look for resolution on behalf of Council. Cllr Williams advised that the Speedwatch programme is not being run at present due to reshuffling of Police staff. Cllr Cox-Wall reported that the litter bin on Laurel Drive had been replaced with a more suitable bin which should help stop the issue of rubbish being strewn about the area, but that it was still being used for by someone for unsuitable household waste. It was also agreed that the new labelling on NCC bins showing they are suitable to take litter and dog waste was a good idea. **Action: Clerk to forward all emails with residents of Garth Terrace to Cllr Williams for him to take the matter forward. Cllr Williams take forward the list of outstanding issues in the ward and lobby the City Council to act on resolving the problems. Also to address the use of the bin on Laurel Drive for household waste.**
- b. Graig Community Hall – A notice had been placed at the main door showing the contact details for the Hall team and main key holders. **Action: Hall Committee to hold a meeting as described earlier to consider the use of the Pump House.**
- c. Rhiwderin Community Centre – Cllr Gregory reported that things were quiet due to the time of year, but the play scheme was coming to an end which again had been successful this year. **Action: None required.**
- d. Best Kept Villages Group – NTR. **Action: None required.**
- e. Allotments – Cllr Caston reported that the water tanks had been repaired and no longer leaked but levelling up the reservoirs was yet to be completed. **Action: Cllr Caston to advise Council once completed.**
- f. Play Areas – Cllr Gregory told the group that he had attended a meeting on site at Rhiwderin play area with NCC officers and the installers. The installation of the play equipment was to begin soon. Outdoor gym equipment had been purchased earlier by NCC for the proposed Caernarvon Drive green space which was later abandoned and as this equipment now belonged to the Community Council. Council were asked to think about what to do with it now, the options are to find somewhere to site it, to donate it to an organisation or to store it for future use. Cllr Gregory had asked for a list of items to be forwarded to him to help make the decision. **Action: Cllr Gregory bring the list to a future meeting, Council to consider what to do with the equipment.**
- g. Burial Board – Cllr Gregory advised Council of the latest progress. **Action: Cllr Gregory to progress.**

## 7. Items for Next Agenda:

- a. Julian Hayman of NHS Wales - 14th September 2016 meeting
- b. Precept discussion - moved to 12th October 2016 meeting

## 8. Items for Discussion/Action:

- a. Clerk's appraisal – Following the recent appraisal carried out by Cllrs Gregory, Caston and Appleton, Cllr Gregory advised Council he was concerned about the number of hours the Clerk worked in order to carry out her duties and the current rate of pay. As the Clerk's work was deemed to be satisfactory and she had not applied her spine point increase last year, it was evident that her rate of pay was not in line with Council's contractual obligations. In addition to the 1% pay increase advised by SLCC/NALC guidelines, to bring the salary back into line with the Clerk's contract, he proposed that the Clerk increase by 2 spine points. This increase to be backdated to 1<sup>st</sup> April 2016 as recommended.

The Clerk advised Council that she had not taken the spine point increase as she was mindful of being Council's largest expense and had been content to forego the increase to aid Council's finances. Council thanked the Clerk, but insisted her salary must be in line with contractual obligations, therefore she was instructed to take the increase being approved. Proposed Cllr Harris, seconded Cllr Caston and aged by all. **Action: Clerk to apply the increase as instructed.**

- b. Litter issues in Afon Village (deferred from last meeting) - **Action: As discussed above.**
- c. HGV's using Caerphilly Road – Cllr Harris informed Council he had been approached by a local resident concerned about the HGV's travelling through the village. Council agreed this was an issue, but as Caerphilly Road forms part of the A468 spine road to other towns further up the valley, HGV's could not be prevented from travelling along the road. Council discussed a number of suggestions and agreed to try to look at the possibility of having extra speed signage placed along the road. **Action: Council to look at options.**
- d. Adoption of footpaths – Cllr Whitfield suggested that Section 31 (1) of the Highways Act 1980 be quoted to NCC in an attempt to have them take responsibility for the un-adopted footpaths in the area. This act states that if a footpath has been in existence for a number of years and is well used, it should automatically be considered as adopted. **Action: Clerk to write again to the Footpaths Officer of NCC.**
- e. Parking on Garth Terrace – Discussed above.
- f. NCC LDP Draft Supplementary Planning Guidance invitation to comment – Cllr Caston had reviewed this document and suggested Council comment on the fact that the Trees, Woodlands and Hedgerows document covered protection for larger developments but did not include smaller domestic developments whereby a small number of houses were proposed in the grounds of older larger houses with considerable gardens when either the land was divided up or the original house was demolished to make way for increased housing. Council agreed this was a loophole which should be closed. **Action: Clerk to put forward Council's comment.**
- g. Christmas event – Cllr Appleton was authorised to arrange for the reindeer which were such a hit at last year's event to return for this year. The date for the event was set at Friday 25<sup>th</sup> November 2016. Cllr Whitfield also submitted a quote for the silver birch tree usually used for the Christmas lights to be lopped and for the lights still on the tree to be removed. This was approved and Council agreed that this year the lights would be used on the smaller fir tree on the edge of the green near the car park and also the ornamental tree next to the Hall. **Action: Cllr Appleton to arrange the reindeer attendance, Cllr Whitfield to arrange the lopping of the silver birch and Clerk to arrange a meeting of the Events Committee to progress arrangements.**  
Cllr Cox-Wall left the meeting at 9.17pm

## 9. Correspondence for Information:

Not discussed.

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

|   |                 |
|---|-----------------|
| Clerk salary and office allowance for August 2016                         | £1682.92        |
| August misc. expenses   | £49.55          |
| Mr C Ricci - bin cleaning & litter picking August 2016                    | £180.00         |
| Newport City Homes - grass cutting costs for Fort View play area July '16 | £212.04         |
| Tsohost - monthly website admin cost (taken by DD)                        | £5.00           |
| CPRW - donation as agreed at previous meeting                             | £50.00          |
| PRS - music use in Graig Hall   | £347.95         |
| TalkTalk - broadband charges to Graig Hall                                | £26.34          |
| Newport City Council - Rhiwderin Community Centre annual lease            | £50.00          |
| <b>Total to date:</b>   | <b>£2603.80</b> |

### Receipts

|  |           |
|--|-----------|
| Newport City Council - 2nd precept payment | £17620.97 |
|--|-----------|

## 11. Urgent Business not discussed above:

None

## 12. Planning:

- a. App No: 16/0823 Type: Full Site: Saunton, 2 Springfield Lane, Rhiwderin, Newport NP10 8QZ  
Proposal: CONSERION OF EXISTING INTEGRAL GARAGE INTO STUDY AND UTILITY ROOMS.  
Comment: No objections provided adequate parking is considered and neighbours are consulted and agree.

- b. App No: 16/0841 Type: Full Site: 44 Church Crescent, Bassaleg, Newport NP10 8NR Proposal: FIRST FLOOR EXTENSION TO PROVIDE BEDROOM AND EN SUITE OVER EXISTING GROUND FLOOR EXTENSION. Comment: No objections provided neighbours are consulted and agree.

**13. Dates of next meetings:**

Planning Meeting - Wednesday 14th September 2016 at 7pm  
Full Council Meeting - Wednesday 28th September 2016 at 7pm

CLLrs J Harris and P Appleton give apologies in advance for the next Full Council Meeting on 28<sup>th</sup> September 2016. **Action: Clerk to record.**

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

Signed..... (Chair) – 28th day of September 2016

Posted to notice boards 07.10.16

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