



# GRAIG COMMUNITY COUNCIL

## **Minutes of the Full Council Meeting & AGM held at Graig Community Centre Bassaleg 7pm on 30th May 2018.**

**1. Apologies for absence:** K Sayer, P Appleton.

**Present:** Cllrs R Caston, A Whitfield, D Evans, M Smart, K Harries, P Gregory, J Harris, W Haigh, L Fry, J Bailey, K Thomas, N Tarr. Chaired by P Gregory.

**2. To hold internal elections and appoint Members to Sub-Committees:** The Clerk submitted a statement from Cllr Sayer (who was unable to attend the meeting). In it he proposed that Cllr Gregory remain as Chair and he put himself forward as interested in the position of Vice-Chair. Cllr Whitfield seconded Cllr Sayer's proposal that Cllr Gregory remain as Chair and it was agreed by all. Cllr Gregory stated that it had been a very difficult past year, and there had been many challenges. He would only stand again if all Cllrs agreed to be as involved as possible, and not for the few industrious Cllrs to make the majority of the efforts needed. If he had Council's full support in this way he would agree to remain in the post. This was unanimously agreed and Cllr Gregory accepted the position.

Following Cllr Sayer's submission that he would like to be considered for the Vice-Chairman position, he was formerly nominated by Cllr Tarr and seconded by Cllr Caston. Cllr Bailey was not present for the beginning of the meeting, but was nominated in her absence by Cllr Smart and seconded by Cllr Haigh. Following the unusual occurrence of both nominated Cllrs not being present, but Cllr Bailey was expected to arrive imminently, Cllr Gregory asked that a decision should be held back until Cllr Bailey arrived as she would not have been aware that she had been nominated. Cllr Gregory also suggested that Council could appoint a Vice-Chair and Deputy Vice-Chair. Council were happy with this option, and it was proposed by Cllr Evans that this be accepted, seconded by Cllr Harries and agreed unanimously. If Cllr Bailey accepted, the appointments would be Cllr Sayer as Vice-Chair and Cllr Bailey as Deputy Vice-Chair.

Cllr Bailey joined the meeting at 7.25pm. She was updated on the proceedings so far, and accepted the post of Deputy Vice-Chair. Council proceeded to appoint Members to the various Sub-Committees and Working Groups as were necessary. **Action: Clerk compile the new committee lists and advertise as appropriate.**

**3. Public Representation:** None

**4. Minutes:** The minutes of the meeting held 25th April 2018 previously circulated were read and subject to minor amendments were approved. Proposed Cllr Caston, seconded Cllr Smart. There were no matters arising from the minutes. **Action: None required.**

**5. Clerk's Report:** The Clerk's Report previously circulated was briefly discussed and accepted as a true reflection of matters to date. Proposed Cllr Bailey, seconded Cllr Harries. **Action: Report to be kept updated by the Clerk as usual.**

**6. Projects:**

- a. Rhiwderin Community Centre upgrade: Cllr Whitfield reported that more work was needed on engaging with the Centre's user groups to aid with the funding applications she was completing. **Action: Cllr Whitfield to progress.**

**7. Reports:**

- a. Newport City Councillors - Cllr Williams reported that following receipt of the new City Councillor Report he had asked that the Clerk submit following each Council meeting, he had been working on the issues it contained. He gave Council a brief update on the progress made on the issues. He mentioned that as a City Cllr, he had the ability to access information on the progress of issues given reference numbers by NCC. The Clerk felt this would be very useful to her and asked that he investigate whether it would be possible for Council to have that access too. He also reported that he had received complaints regarding unacceptable noise levels at Court Crescent and the Ruperra pub, speeding through Lower Machen Village and dog fouling in Afon Village.

Council were concerned about the volume of traffic travelling along Caerphilly Rd, especially the number of HGVs, and he agreed to look into the pollution levels and safety aspects. Recent burglaries at Park View Gardens were discussed and Cllr Williams reported that he was trying to persuade NCC

to keep the streetlights lit in the area at night to deter crime. Cllr Gregory asked if he was aware if there was any truth in the rumours that Penylan Road was being looked at again as a location for a crematorium, Cllr Williams stated that he was not aware. He reported that he was still chasing progress on the landfill site off Pentrepoeth Rd. Council asked that the City Cllrs both put more pressure on NCC to attend to issues in the ward as issues reported seem to be constantly ignored, or in most cases, recognised but excuses given as to why they could not be attended to. It was noted that NCC are to take over parking enforcement in the near future when it has been decriminalised, and would be engaging traffic wardens to enforce restrictions. **Action: City Cllrs to continue to pursue the issues on the new report being submitted to them regularly and update Council on progress at Full Council meetings. Cllr Williams to advise the Clerk if she is able to gain access to NCC's reporting system to view progress on issues raised.**

### **Sub Committees**

- b. Graig Community Centre - Cllr Fry confirmed that work to the outside of the Hall replacing rainwater goods etc. had begun and was proceeding as planned. **Action: Hall Committee to progress.**
- c. Rhiwderin Community Centre - Covered in 5a above, also Cllr Gregory reported that work on the Centre's roof had been completed. **Action: None required.**
- d. Allotments - Cllr Caston reported that an allotment inspection would take place on 3rd June at 10.30 am. Council and the Clerk expressed their grateful thanks to the Allotment Association members for taking over the administration of the site. **Action: All Members of the Allotment Sub-Committee to attend the inspection if they were able.**
- e. Burial Board - Cllr Gregory reported that he would be carrying out the Burial Board Clerk's appraisal the following week. That he had written a number of times to the Rogerstone Chair on the issue of equal representation but had received no replies. NCC were in the process of properly registering the cemetery land. It had been noted that the current set-up of the Board appeared to not be compliant with legal guidelines and this was being investigated. It was agreed that action should be taken immediately to remedy the situation. Cllr Bailey suggested that initially, Gareth Price should be contacted to provide advice. **Action: Clerk to write to Gareth Price on behalf of Council seeking advice.**

### **Working Groups**

- f. Play Areas Group - NTR. **Action: None required.**
- g. Best Kept Villages Group - It was noted that the Best Kept Villages competition would take place from 1st June. **Action: None required.**
- h. Horticultural Group - The group reported that hanging baskets were ready to hang at the Community Centres, but the watering system at Rhiwderin Centre was not working properly. Cllr Gregory thanked the group for redecorating, planting and maintaining planters. The group stressed to all Cllrs that as the weather was so dry, assistance with watering was needed. **Action: Cllrs Thomas and Gregory to look at the Rhiwderin watering system, all Cllrs to assist with keeping the planters watered.**
- i. Technology Group - The group were asked to meet to progress following contact by the chosen provider. **Action: Group to arrange a meeting to progress.**
- j. Rhiwderin CC Fundraising Group - Cllr Whitfield to obtain an invoice for payment from the architect. **Action: Cllr Whitfield to forward the invoice to the Clerk for payment to be arranged one received.**
- k. Events & Social Group - NTR. **Action: None required.**
- l. Consultation Review Panel - The group had recently met to formulate comments to a Local Government Green Paper, and a response would be submitted in due course. **Action: Cllr Tarr to progress.**

### **8. Items for forthcoming agendas:**

- a. Decoration of park benches - 13th June 2018 meeting

### **9. Items for Discussion/Action:**

- a. Update on invitation to Head of Streetscene to attend a meeting to follow up on issues raised previously - Cllr Gregory confirmed there was still no response to numerous emails requesting an update. At this point the Clerk advised Council that Cllr Gregory was experiencing real difficulties with his PC, and that to date it had cost him £160 for repairs with possibly more expense to come. He used the PC almost exclusively for his Council responsibilities and this was not the first time he had had to spend a lot of money on repairs. The Clerk requested Council consider reimbursing him for these latest costs as it was unfair that he should pay himself considering the circumstances. This was agreed unanimously. **Action: Cllr Gregory to keep Council updated on the Streetscene issue and submit to the Clerk all receipts connected with the computer repair to enable reimbursement.**

- b. Insurance - Following quotes being obtained and reviewed by the Clerk and Cllr Gregory, Cllr Gregory proposed to Council that the annual insurance should be moved to the Came & Co Group. These were not the most competitive on cost, but the cover and support offered would be beneficial to Council. Cllr Caston proposed that Council accept Cllr Gregory's recommendation, this was seconded by Cllr Thomas and agreed unanimously. **Action: Clerk to action.**
- c. Roadside litter bins review - Cllr Fry agreed to review the locations of roadside litter bins and return with recommendations to Council. **Action: Cllr Fry to arrange with the Clerk for the item to be added to the agenda once the review was complete.**
- d. Armed Forces Day - Cllr Harries had reviewed the paperwork provided and felt it would be inappropriate for Council to be involved in the manner which was dictated. Council agreed that for the forthcoming remembrance celebrations in November, it would like to explore having large lamp post poppies displayed throughout the villages as in the neighbouring borough last year. Cllr Harries agreed to look into the possibilities and return to Council with details. **Action: Cllr Harries to progress.**
- e. Plaque for commemorative oak tree - The Clerk reminded Council that following the planting of the oak tree on the green in Bassaleg to commemorate the Queen's 90th Birthday, it had planned that once the tree was settled, it would consider installing a commemorative plaque. This was briefly discussed and it was decided not to progress at this time. **Action: None required.**
- f. Self closures on park gates - Cllr Thomas suggested installing self closing mechanisms to the kissing gates between the open space in Bassaleg and Caerphilly Road to deter young children from being able to access the road too easily. Council agreed this would be desirable. **Action: Cllr Fry to progress.**
- g. Review and adoption of GDPR policy - The newly compiled and reviewed policies written in compliance with the new GDPR regulations were presented to Council. Council accepted the documents and approved their inclusion to Council's suite of documents for future reference. Proposed Cllr Gregory, seconded Cllr Caston and agreed unanimously. **Action: Clerk to add to Council's document files.**
- h. Councillor vacancy - Following the resignation of Cllr John, the Clerk was in the process of gaining approval for the advertisement of the post from NCC. Once approved the post would be advertised. Council discussed if it would be viable to do a leaflet drop in Afon Village and Lower Machen to advertise for candidates. **Action: Clerk to progress approval and advertise.**  
Cllr Whitfield left the meeting at 9.45pm
- i. Church Crescent open space - The Clerk submitted a query from the Bassaleg Community Woodland Trust asking that following their meeting with Council, would Council be prepared to share the cost of having the land surveyed. Council agreed that if the Trust were to submit a quote for the cost, it would be considered. **Action: Clerk to advise the Trust of Council's response.**

## 10. Correspondence for Information:

Not discussed

## 11. Accounts for Payment: Proposed Cllr Tarr, seconded Cllr Evans and accepted.

Newport City Council - bedding plants for 12 planters (already authorised and paid)	£479.00
Clerk salary and office allowance for May 18	£2060.81
Misc expenses for May 18	£91.60
TalkTalk Business - Graig Hall broadband (taken by DD)	£28.74
Newport City Homes Ltd - Grass cutting at Fort View play area April 18	£212.04
Best Kept Villages - annual donation towards planting costs	£100.00
Strandek - further repair work to Rhiwderin CC roof	£570.00
Welsh Water - Annual underpayment from monthly DD's taken (taken by DD)	£87.48
<b>Total to date:</b>	<b>£3629.67</b>

### Receipts:

Newport City Council - Concurrent allocation for 2018/19	£14037.00
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## 12. Urgent Business not discussed above:

- a. Cllr Tarr raised issues with the draft Political Neutrality Policy currently being reviewed by the Finance & Admin Committee. He reported that following the recent committee meeting that he had taken away the draft policy and shown it to his party members as advised to do, but that they were very upset with it. He had taken his concerns to NCC's Head of Law and Standards Gareth Price who has also expressed concerns regarding some of its content. This was discussed and Cllr Tarr agreed to forward Gareth Price's response to all Cllrs. **Action: Cllr Tarr to forward the response he received from Gareth Price for Cllrs to review.**

Cllrs Evans and Harries left the meeting at 10.10 pm.

- b. The Clerk advised Council that items could be added to the agenda for the forthcoming Liaison meeting. **Action: Any Cllr wishing to add an item to advise the Clerk.**

**13. Planning:**

*N.B. Cllr Gregory suggested that due to the late hour, this item could be deferred if Council agreed to permit both he and the Clerk to review the planning at a later date and provided there were no contentious issues, could submit comments on Council's behalf. This was agreed. The comments below were formulated and submitted 2 days after the meeting took place.*

- a. 18/0180 - Proposal: Retention of a three stable block and hay store, the proposed demolition of existing shed and construction of a new shed, and construct area of hardstanding. Site: Field at grid reference 325074 188425, Maypole Lane, Rhiwderin, Newport. Application Type: Full. **Comment: No objections**
- b. 18/00308 - Proposal: Retention and completion of stable block and open-ended barn with area of hardstanding. Site: Field at grid reference 325150 188430, Pentre Tai Road, Rhiwderin, Newport. Application Type: Full. **Comment: No objections**
- c. 18/0341 - Proposal: Single storey front extension to form porch. Site: 55 Cwm Cwddy Drive, Bassaleg, Newport. Np10 8JN. Application Type: Full. **Comment: No objections provided neighbours are in agreement.**
- d. 18/0353 - Proposal: Felling of cedar tree protected by TPO 18/MON T15. Site: Garth Farm House, Wentworth Close, Bassaleg, Newport. NP10 8PZ. Application Type: Tree Preservation Order.
- e. 18/0420 - Proposal: Part single storey, part two storey rear extension. Site: 31 Camellia Avenue, Rogerstone, Newport. NP10 9JA. Application Type: Full. **Comment: Council suggests that both the first floor bathroom and landing window is obscured glass to ensure neighbour privacy. It has concerns regarding the proposed new first floor bedroom window which will be overlooking neighbours to the rear due to the layout of the homes in this area. It also asks that consideration be given as to whether adequate parking is available as the number of bedrooms has increased. Parking in this area is already problematic.**

**14. Dates of next meetings:**

Mid Month Meeting - Wednesday 13th June 2018 at 7pm  
Full Council Meeting - Wednesday 27th June 2018 at 7pm

There being no further business to discuss, the meeting was closed at 10.25pm

Signed..... (Chair) – 27th June 2018

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