



GRAIG COMMUNITY COUNCIL

Minutes of the Full Council Meeting held at Graig Community Centre Bassaleg 7pm on 26th September 2018.

1. Apologies for absence: J Harris, D Williams.

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

2. Public Representation: None

3. Minutes: The minutes of the meeting held 29th August 2018 previously circulated were read and approved. Proposed Cllr Whitfield, seconded Cllr Evans. Arising from the minutes it was noted that all the action points had been dealt with. Regarding Item 7a, there was no information on when the garage demolition at Highfield Rd would take place; regarding 9a, Cllrs Fry and Cornelious had met onsite and discussed the previously identified issues with an NCH representative who agreed that NCH had not taken satisfactory steps to address issues in the park since their last meeting. It was also identified that the footpath on Caerphilly Rd at the foot of the steps from Penylan Close was very narrow and dangerous to use. Cllr Cornelious confirmed she had written to NCC to have this addressed but had no reply to date. Cllr Gregory agreed to raise this at a forthcoming meeting with NCC officers. **Action: Cllr Gregory to progress narrow footpath issue, Cllr Cornelious to progress same via her channels and also follow up on the demolition of the garages.**

4. Clerk's Report: The Clerk's Report previously circulated was briefly discussed and accepted as a true reflection of matters to date. Proposed Cllr Tarr, seconded Cllr Caston. The Clerk gave a further update on the adoption of footpaths, she had received a reply from the footpaths officer who stated that the paperwork for the adoption was still sat with NCC's legal department who could not commit to giving a conclusion date. **Action: Report to be kept updated by the Clerk as usual.**

5. Projects:

a. Rhiwderin Community Centre upgrade: Cllr Whitfield reported that there had been nothing further from the architect, nor from the funding stream applied for. They had been inundated with applications and hoped to give news in the coming few weeks. The architect did seem to be doing all he could to progress having tenders returned, but to no avail. Cllr Fry offered to look over the tender documents. **Action: Cllr Whitfield to progress, Cllr Fry to examine tenders.**

6. Reports:

a. Police (from cancelled Mid-Month Meeting) – The Police were unable to attend the meeting, but the usual monthly report had been received. Cllr Gregory read out the report for August to Council. The report contained the following information: During August there had been 88 calls to the Police, 31 of which were crimes. The breakdown was as follows: Public Order - 6, Violence Without Injury - 8, Miscellaneous Crime - 1, Shoplifting - 1, All Theft Other - 3, Criminal Damage & Arson - 5, Burglary Dwelling - 1, Rape - 0, Drug Offences - 1, Theft from Person - 0, Other Sexual Offences - 0, Violence with Injury - 3, Vehicle Crime - 2, Burglary Non-Dwelling - 0.

The Your Voice survey completed in April is now closed. The next survey will take place in October 2018, to help set the priorities speak with local officers or go to <https://www.gwent.police.uk/yourvoicesurvey/> The ward priority for Graig is currently speeding in the Graig area.

Actions and activities by the local teams included the following: Go-Safe officers had been contacted regarding complaints of speeding in Pentrepoeth Road, but there was nothing the camera unit could do in the area between the junction with Caerphilly Road and Pentrepoeth Close due to the topography of the road and lack of parking without causing an obstruction. Nor was there a suitable location for the deployment of a covert speed analyser on the road. The complainant had been informed and advised to contact the City Council to consider traffic calming measures.

Speed checks have been carried out on Laurel Rd due to local complains and the results have been forwarded to the Go Safe team for analysis.

It was noted that PCSO Tarney had been moved on and that PCSO Gareth Llewellyn was now the only officer covering the ward.

Council discussed the report and again expressed disappointment that despite requests, no senior officers have attended a meeting in a very long time. **Action: Clerk to request again for officers to attend.**

- b. Newport City Councillors – Cllr Cornelious reported that she was dealing with complaints regarding speeding on Laurel Rd, that she was still working on the RTI notices on bus stops, and that she had written to NCC regarding the bad condition of the footbridge over the A467. She added that the issues of ASB at Clearwell Court were improving and that the housing association for the area was co-ordinating well with residents. She also mentioned the large housing estate proposed for Caerphilly which she felt would exacerbate traffic issues through the villages and on to J28. Council were aware of the development and asked the Clerk to submit their concerns to CCBC's planning department. Cllr Appleton asked Cllr Cornelious to discuss with NCC officers the poor quality of the grass-cutting being carried out on the roundabout outside St Basil's shops. **Action: Cllr Cornelious to progress the issues mentioned above and report back to Council. Clerk to forward Council's concerns to CCBC regarding the proposed large housing estate in Caerphilly.**
Cllr Grey joined the meeting at 7.40pm.

Sub Committees

- c. Graig Community Centre – Cllr Fry reported that the upgrade package for the hall's foyer and outside areas was being progressed. Cllr Evans reported on an issue of misconduct at a recent event at the Hall which resulted in the Police being called. **Action: Cllr Fry to progress the upgrade.**
- d. Rhiwderin Community Centre - Covered in 5a above, NTR. **Action: None required.**
- e. Allotments - Cllr Caston reported that an allotment inspection follow-up meeting had been held. Amongst the items discussed was the collection of rent money into the Association's account to allow for payments to be paid straight into an account rather than dealing with cheque payments. This would be much simpler with the association's account than with Council's due to constraints on its account. The rents would then be paid to Council in one lump sum by the association. This was approved. The association were exploring other means to dispose of waste generated by the site following a complaint that a bonfire had caused nuisance to a resident. It was agreed that there would be no rent increase for plots for 2020. Cllr Appleton raised the issue of allotment holders parking on the green at the North Eastern gate of the site as it looked unsightly and could encourage residents to also use the area for parking. It was agreed that the practice should be deterred. **Action: Clerk to ask the association to request plot holders not to park in the area.**
- f. Burial Board - Cllr Gregory reported that he had attended the last BB meeting at which he had put forward a recommendation for the BB Clerk's salary to be amended and that equal representation be approved. This was not accepted by the Board and Cllr Gregory was disappointed that Graig members did not speak out more. Cllr Bailey thanked him for taking the issues forward. **Action: Cllr Gregory and the Clerk to meet with NCC's Head of Law to discuss.**

Working Groups

- g. Play Areas Group – Cllr Gregory reported that the NCC officer who had headed the installation of the play equipment had now retired and that his associate had taken over. He noted that NCC still held £5k-£7k's worth of gym equipment that was not installed at Caernarvon Drive, which NCC had agreed to try to find a use for and refund the Council. Cllr Gregory agreed to progress this. **Action: Cllr Gregory to progress.**
- h. Horticultural Group/ BKV Group – Cllr Smart reported that the HWG had met to discuss a plan for Autumn and Winter planting. It was thought that maybe when the large boulders were removed from behind Rhiwderin Centre, they could be used to form a rockery in the centre of the roundabout at St Basil's shops, and the wooden planters be removed as they were decaying. Cllr Grey offered to look into relocating the boulders. The Clerk was asked to gain permission from NCC to relocate some planters from Grosvenor Rd to the junctions of Foss-y-Fran and Pentrepoeth Rd with Caerphilly Rd. The BKV group had advised that they are still struggling with members, and to win the competition again would need more positive input. The group would be happy to work with the HWG to achieve better results. It was agreed that approaching companies to sponsor areas or planters would be beneficial. Cllr Sayer advised that the wall of the cemetery on Penylan Rd needed clearing as ivy was damaging the wall. **Action: Group to progress, Clerk to seek permission of the planter locations, Cllr Evans to progress the ivy issue at the cemetery.**
- i. Technology Group - Cllr Appleton reported that the group had met and agreed some changes to the new website but would need to meet again to agree a new site map. **Action: Group to progress.**
- j. Rhiwderin CC Fundraising Group - Discussed in 5a above. **Action: See 5a above.**
- k. Events & Social Group – A meeting was arranged for 3rd October at 6pm to progress arrangements. **Action: As many Cllrs as possible to attend, not just those in the group.**

I. Consultation Review Panel – NTR. **Action: None required.**

7. Items for forthcoming agendas:

None.

8. Items for Discussion/Action:

- a. Fort View play area – Cllrs Cornelious and Fry met again with a NCH representative who recognised the need to sort out the areas in Fort View play area which were their responsibility. He added that the garages should be demolished at the beginning of October. Following a further visit by Cllr Fry prior to this meeting he noted that none of the issues had been addressed to date, so Cllr Cornelious agreed to progress the issues with the NCH Representative. **Action: Cllr Cornelious to progress.**
- b. Liaison meeting update – Following the quarterly meeting Cllr Gregory reported that NCC had offered to assist with Cllr training if Councils relay to them their training needs. It was noted that of the 14 Community Councils only 5 Councils were represented at the meeting, and he asked that the Liaison meeting minutes reflect his disappointment that this useful platform was not being used by Councils to communicate with each other and the City Council. There was no word on the Concurrent allocations for 2019/20, but Clerks should expect a decision by the end of October to enable Councils to set their budgets. **Action: Cllrs to advise the Clerk if they had any training needs who would then work with NCC to secure any training opportunities available from then.**
- c. Outstanding unresolved ward issues update – Cllr Gregory was arranging an urgent meeting with senior NCC officers to discuss the issues in the ward that despite years of trying to resolve were still outstanding. An open invitation to all Cllrs was given to attend. It was decided that if Council wished to make formal complaint regarding NCC officers lack of response to repeated emails from the Chair and Clerk for previously agreed actions to be progressed, it would need a sub-committee to gather the evidence. **Action: Cllr Gregory to arrange the meeting with officers, Clerk to gather names of Cllrs prepared to sit on the sub-committee to be formed.**
- d. Litter bins – Cllr Tarr told Council he had reviewed the areas where the new litter bins were proposed to sit and that although the locations at the footbridge over the A467, at Cwm Cwddy Drive bus stop and at St Basil's Church entrance would not be a problem, the location at the post office had been objected to. He had not yet checked if there would be any objections to the bin at Laurel Rd bus stop. **Action: Cllr Tarr to progress.**
- e. Dog fouling and litter – Cllr Tarr reported that he had received a complaint about dog fouling and was concerned about the amount of litter at the edges of Pentrepoeth Rd. It was agreed that dog fouling signs were small, but that to replace them would be costly and have little impact on those who did not already pick up after their pets. He suggested litter bins should be sited along Pentrepoeth Rd, but it was agreed that litter originated mostly from vehicles, and that NCC would refuse to include the bins on their schedules, as there is currently no collection of bins in that area. **Action: None at this time.**
- f. Bus stops – Cllr Tarr had completed a review of all bus stops in the ward and found that no action had been taken to repair or maintain them since the issues were last reported to Cllr Cornelious. **Action: To be added to the list being discussed with NCC officers at the upcoming meeting.**
- g. Sundial repair quote – Cllr Thomas submitted a quote for repairs to the sundial at Graig Hall for £1860. It was agreed that if costs were to be in that region, 2 more quotes would be needed. It was questioned whether going to such lengths were necessary or if a lesser job would be effective enough to stabilise the area and be sufficient. No decision was made. **Action: Cllrs fry and Thomas to review.**
- h. S106 funding meeting update – Following a meeting with the S106 officer it had been determined that City Cllrs could have had much more input at the time the allocation of the funding was being set, and that it was not too late to ask the City Cllrs to lobby for the money to be spent on specific issues, as long as the issues came under the umbrella of the general category the money had been chosen to be used for. Cllr Cornelious was asked to work with Cllr Williams and push for being more involved. Both City Cllrs were tasked with speaking to NCC officers as soon as possible to have the legal agreement changed to include diverting some of the money earmarked for Tredegar Park to be used in the Graig Ward and have some of the funds earmarked for education to be diverted to improve the safe routes to school, as it would still be under the umbrella of the 'Education' allocation. **Action: Cllr Cornelious to take this up immediately with Cllr Williams, Cllr Gregory to seek Cllr Williams support to liaise with the relevant NCC officers now in charge of the S106 budgets for Graig.**
- i. Fixed assets visual check – The Clerk asked permission to supply each Hall Management Team with a list of recorded assets held on file as being held at each location, and have the teams check the assets against the list in order to bring them up to date. This was agreed. **Action: Clerk to supply the lists in due course.**

- j. Thank you email from U3A walkers' group – The Clerk submitted a thank you email from the group who had been granted permission to park their cars in Graig Hall car park whilst taking in some walks in the area. **Action: None necessary.**
- k. External audit papers – The Clerk submitted to Council the concluded external audit papers and audit report. The conclusion of the auditors was that Council's business was conducted satisfactorily and all paperwork was in order. The report highlighted only one very minor mistake on the submitted annual return whereby one section had some wording that should have been deleted as applicable, and this was missed. There were no areas for concern. The Clerk was thanked. **Action: Clerk to display the Conclusion of Audit paperwork as instructed by the auditor.**

9. Correspondence for Information:

Not discussed

10. Accounts for Payment: Proposed Cllr Sayer seconded Cllr Smart and accepted.

The Clerk explained why there was another payment for lamp post poppies that had not been expected. This was due to a misunderstanding by the supplier. Council agreed to the additional poppies being purchased.

Clerk salary and office allowance for September 18	£2027.38
Misc expenses for September 18	£24.30
Newport City Homes - Fort View grass cutting August 2018	£212.04
TSOhost – Council webmail monthly charge	£5.00
Marine Shipping – modification to kissing gates at Bassaleg open space	£306.00
Royal British Legion – annual wreath cost and donation plus 20 lamp post poppies	£160.00
Risca Branch Royal British Legion – 80 lamp post poppies	£240.00
SSE – Graig Hall electricity charge Jun-Aug 18	£226.07
Celtic Fire Protection – fire equipment servicing	£109.20
HMRC – PAYE & NI Jul-Sep 18	£2553.30
Royal British Legion – 80 lamp post poppies	£240.00
SSE – Graig Hall Gas charge Jun-Sep 18	£156.13
Total to date:	£6259.42

Receipts:

NCC – 2 nd precept payment	£19201.80
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11. Urgent Business not discussed above:

- a. Cllr Gregory informed Council that at the recent Rhiwderin Community Centre defibrillator training, some users did not turn up as they did not know when it would be taking place. He asked that Cllr Appleton add them to the list for Graig Hall defibrillator training being carried out shortly Cllr Appleton agreed. **Action: Cllrs Gregory and Appleton to arrange.**
- b. Cllr Grey had contacted St Michaels Church in Lower Machen regarding the request for a donation in August and had found that the Church would be able to access some outside funding, but this would be greatly helped if the funders were shown proof that there was support from the local community. Council agreed to donate the sum of £250 to the cause. **Action: Clerk to generate the payment for the October Mid-Month meeting.**

12. Planning:

a. 18/0818 – Proposal: Change of use from plant nursery to plant nursery with storage (not associated with nursery) and location of 35 storage containers onsite. Site: The Maypole, Caerphilly Road, Newport, NP10 8RP. Application Type: Full. Comment: Council has real concerns regarding access to this site. The A468 is a very busy spine road, and traffic travels at a considerable speed at this point despite the 50mph speed limit. There is no street lighting close by which will exacerbate the issue at night and during the winter months. The topography of the road is such that ingress and egress is likely to be problematic when taking these things into account. Council are also concerned about light pollution from the site itself affecting local wildlife as this is a very rural area.

13. Dates of next meetings:

Mid-Month Meeting – Wednesday 10th October 2018 at 7pm
 Full Council Meeting - Wednesday 31st October 2018 at 7pm

There being no further business to discuss, the meeting was closed at 10.10 pm

Signed..... (Chair) – 31st October 2018

Posted to notice boards 09.11.18

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