



GRAIG COMMUNITY COUNCIL

Minutes of the Full Council Meeting held remotely via Zoom Video Conferencing on 28th April 2021 at 7pm

1. **To receive apologies for absence:** Cllrs D Evans, W Haigh, D Williams.

Present: Cllrs R Caston (via phone), A Whitfield, M Smart, K Sayer, P Gregory, J Harris, L Fry, P Appleton, J Bailey, K Thomas, N Tarr, J Taylor, S Davies (Clerk). Chaired by Cllr Gregory.

This meeting was held remotely via Zoom due to Covid-19 restrictions. Those unable to join due to lack of technology received the agenda for the meeting as normal, were aware that the meeting was taking place and did not object to it being held. Each were given the opportunity to make comments which were logged by the Clerk, relayed if requested and considered by the participants of the meeting.

2. **To receive declarations of interest:** None.

3. **To approve and sign the minutes of the meeting held on Wednesday 31st March 2021:**

The minutes of the meeting held 31st March 2021 previously circulated were read and subject to a small amendment were approved. Proposed Cllr Bailey, seconded Cllr Thomas. Cllr Tarr asked that under Item 6a, the wording be changed to include his objection that Cllrs had not received the risk assessments to approve prior to the meeting. **Action: Clerk to amend the minutes as agreed.**

4. **Clerk's Report:** Council discussed the report items briefly and agreed it was a true reflection of the situation at the time. Proposed Cllr Caston, seconded Cllr Harris. **Action: None necessary.**

5. **Accounts for Payment:** Proposed Cllr Whitfield, seconded Cllr Thomas.

Clerk salary and office allowance for April 21	£2127.07
Misc expenses (Zoom Mar-Apr 21 £14.39, mileage £34.20)	£48.59
TalkTalk – Graig Hall monthly broadband cost (taken by DD)	£24.00
TSOHOST – Webmail monthly hosting charge (taken by DD)	£5.00
SSE – Gas costs Graig Hall Mar 21 (taken by DD)	£81.73
SSE – Gas costs Rhiwderin CC Mar 21 (taken by DD)	£238.26
SSE – Electricity costs Graig Hall Jan-Mar 21	£86.04
SSE – Electricity costs Rhiwderin CC Dec 20- Apr 21	£273.24
Cllr M Smart – Reimbursement of allotment site skip cost	£300.00
Mence & Clark – Tree works to The Paddock	£1320.00
Island Fire Protection – Fire alarm service, consumables & certificate to Graig Hall	£244.68
Island Fire Protection – Fire alarm service, consumables & certificate to Rhiwderin CC	£244.68
Hags-SMP Ltd – Purchase of swing for Cowshed Lane play area (Titan apparatus)	£264.00
Mr R Northfield – Reimbursement for purchase of rodent bait blocks for allotment site	£14.78
Indigo Industrial Supplies Ltd – polythene sheeting (2 rolls) for allotment site	£90.00
Newport City Council – Annual play areas SLC Apr 21 – Mar 22	£7800.00
Betterclean Services – Deep clean and misting of Pumphouse	£60.00
Total to date:	£13222.07

Receipts:

None to date

6. **Planning:**

- a. 21/0381 – Proposal: Non-material amendment to planning permission 20/1245 for the inclusion of an additional porch window and cladding. Site: 2 Cwm Cwddy Drive, Bassaleg, Newport NP10 8JA. Application Type: Non-material amendment. **Comment: For information only, but it was mentioned that often NCC do not log Council's comments and instead state 'no response' against planning comments online. The Clerk confirmed that this has been happening for a long time. As Council does respond, the Clerk was asked to relay to the Planning Department that it is unhappy with this, as it looks to the public that Council has not considered the applications. Clerk to relay this to NCC.**
- b. 21/0331 – Proposal: Proposed lawful development certificate for a single storey rear extension. Site: 24 Old Park Road, Bassaleg, Newport NP10 8BR Application Type: Lawful development. **Comment: No objections.**

Cllr Whitfield asked the Clerk to look into whether there was planning on works being carried out at the top of Highfield Lane. **Action: Clerk to check and inform Cllr Whitfield.**

7. Items for Discussion/Action:

- a. Tommy figurines (C) – Council discussed the purchase of some figurines or alternatives for the Remembrance celebrations in November. A number of options were discussed but it was decided to hold off on making a decision until June. A preliminary budget of £500 had been set. Cllr Bailey asked that Council consider creating a memorial garden and purchasing a memorial bench she had circulated details of previously. She realised it was more expensive than the agreed budget but believed this would be a good long-term project. **Action: Cllrs to consider and bring ideas to the June meeting. Clerk to re-agenda this item and discussion on a memorial garden/bench for the June Mid-Month meeting.**
- b. Risk Assessments for community centres (PG) – Cllr Gregory informed Council what had been carried out in order to be ready for the proposed opening of the community centres to regular users. Risk assessments were being finalised and would be a basis for the minimum requirements needed to be incorporated into user's risk assessments before they could be offered use of the centre again. Once completed, a meeting would be held to discuss and agree the steps taken prior to opening. The opening date was proposed to be 10th May provided all steps were in place. Routine maintenance was in hand and things such as Legionella testing, PAT testing etc. would be completed in time. PPE would be purchased to enable safe use of the buildings. **Action: Cllrs Gregory, Smart and the Clerk to progress the risk assessments, Cllr Fry to progress the Legionella testing.**
- c. Community engagement regarding projects (MS) Cllr Smart advised Council that she had been approached by a resident, who felt that Council do not engage enough with residents when deciding on projects. This was discussed and it was agreed that more engagement would be desirable. It would need a Cllr to volunteer to spearhead this. **Action: Clerk to add community engagement to the June Mid-Month meeting.**
- d. Request for donation from Macmillan Cancer Support Wales – Following discussion it was agreed to donate a one-off sum of £100 to this worthy cause. **Action: Clerk to arrange payment.**
- e. Request for donation from the Newport and Gwent Samaritans - Following discussion it was agreed to donate a one-off sum of £100 to this worthy cause. **Action: Clerk to arrange payment.**
- f. Update on meeting held with NCC Officers regarding ward issues – Cllr Gregory informed Council that a delegation of Cllrs held a Zoom meeting with NCC Officers, and it was felt the meeting went well. NCC agreed to carry out a number of works highlighted to the officers. Roundabout maintenance was discussed, and Council were surprised to hear that NCC do not own all the roundabouts and responsibility for maintaining them was being ironed out. However, Council was told there should be better management in future. Overall, those who attended the meeting felt it was productive and promising.

8. Reports:

- a. Newport City Councillors – None in attendance and no report received. **Action: None at this time.**

Sub Committees:

- b. Graig Community Centre Cllr Harris agree to let regular users of Graig Hall know that the Hall should be open to them from 10th May 2021. Cllr Fry mentioned about a disused water supply running under the Pumphouse which needed capping. He agreed to progress this with Welsh Water. **Action: Cllr Harris to inform users, Cllr Fry to progress Pumphouse issue with Welsh Water.**
- c. Rhiwderin Community Centre & Fundraising Group – As per Item 7.b. Cllr Sayer questioned Cllr Whitfield on progress with the new contractor who was to start works at the Centre. Cllr Whitfield had diarised for work to start the following week and would chase progress if the contractor did not contact her within the next day or so. **Action: Cllr Whitfield to progress.**
- d. Allotments – All maintenance previously discussed had been completed. The issue with the large polytunnel had been resolved and it will be moved later in the year. The handbook for allotment holders was to be amended and sent to all allotment holders and any unoccupied plots would be allocated asap. The Association, with Cllr Smart's, help was applying for a £2K grant to purchase a communal shed for the site. Cllr Sayer strongly suggested that the rental discounting system be reviewed and any near future needs for the site be looked at. Cllr Smart informed the group that there were only a small number of allotment holders who received discounts. This would be discussed either at the forthcoming allotment inspection or at a meeting with the association soon after. **Action: Cllr Smart to arrange discussion of discounts and any near future needs for the site with the committee and allotment association members.**
- e. Burial Board – Cllr Gregory updated Council on the latest meeting held. It had been previously agreed that the Rogerstone Clerk be accepted permanently into the role of Burial Board Clerk. This was

formalised at the meeting. Both Councils and the Board would review the discounts given to Graig and Rogerstone residents. There was a capital programme in progress to increase the number of plots available following a survey of the cemetery identifying more space could be freed up to increase capacity. Cllr Harris asked for the Chairmanship to revert to a Graig member at the AGM in June as it should have done last year, but did not because of Covid restrictions. Cllr Gregory informed the group the decision on equal representation was now with NCC's Cabinet Member to rule on. On this subject, Cllr Haigh had set up a meeting with the Chairman and Ruth Jones MP to see if she was able to assist with the current issues being experienced. Council Members were also updated on progress with the Employment Tribunal. **Action: None at this time.**

Working Groups:

- f. Play Areas Group – Cllr Taylor reported that the swing approved for Cowshed Lane teenager's play area was with the contractor ready to be fitted. The T-Bar swing could not be amended as to lengthen the chain would make it dangerous to use so the Clerk was asked to get an estimate of the cost of the button and bar type apparatus to replace it with. He also reported that the footpath would be repaired, and the Sward turf would be laid within the next month. **Action: Cllr Taylor to progress the Sward turf and path, Clerk to get the quote needed for the apparatus.**
- g. Horticultural Group/Best Kept Villages Group – Cllr Smart reported that the new owner of the Coach House had asked for the 4 planters outside the property to be relocated. Work was being started on cutting back plants ready for summer planting and volunteers would be very much appreciated. Summer bedding plants would be ordered soon. **Action: Cllr Smart to progress, volunteers to advise Cllr Smart when they can help.**
- h. Technology Group – Cllr Appleton reported that training was being arranged for herself and the Clerk. This would hopefully take place on Friday 14th May. **Action: Cllr Appleton to progress.**
- i. Events and Social Group – Cllr Smart suggested reinstating the Christmas party which held years ago for local OAPs. **Action: To be considered when the group next meets.**
- j. Consultation Group – Cllr Tarr held the consultation group meeting on Litter & Fly Tipping. The group completed answers to the questions asked in the consultation document and submitted it on behalf of Council. It was noted that Newport is one of the worst places in the country for fly tipping. Cllr Smart had seen some signage which she thought may be worth Council using and would send the image to the Clerk for consideration. **Action: Clerk to distribute the signage once received.**

9. Items for forthcoming agendas:

Tommy Figurines/Remembrance celebrations/garden – Mid Month Meeting 9th June 2021
Community Engagement – Mid-Month Meeting 9th June 2021
Fly tipping posters – Full Council Meeting 30th June 2021

10. Urgent Business not discussed above:

- a. Cllr Gregory requested the Council AGM be held on 12th May 2021. Agreed unanimously, it was hoped that this may be Council's first face to face meeting since March 2020. **Action: Clerk to arrange.**


11. Dates of next meetings:

Mid-Month Meeting & AGM – Wednesday 12th May 2021 at Graig Hall at 7pm
Finance Review – Wednesday 19th May at Graig Hall at 7pm
Full Council Meeting – Wednesday 26th May 2021 at Graig Hall at 7pm

There being no further business to discuss, the meeting was closed at 9.03pm

Signed (Chair) – 26.05.21

Compiled 11.05.21

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  www.facebook.com/GraigCommunityCouncil