



# GRAIG COMMUNITY COUNCIL

Minutes of the Meeting of the Community Council held at  
Graig Community Hall (and remotely via Zoom)  
at 19.00 on Wednesday 29th October 2025

**Members present:** Cllr Watts, Cllr Sayer, Cllr Roe, Cllr Tarr, Cllr Williams, Cllr Fry (left meeting at Agenda Item 4), Cllr Morris, Cllr Harris (joined the meeting at Agenda Item 5c)

**Members of the Public (MoP):** 5 (2 MoP declared interests in Planning – 1 in item related to Bassaleg Bridge and 1 in item related to Garth Close)

**Absent:** Cllr Whittaker – It was agreed the Clerk would email Cllr Whittaker to enquire about wellbeing and reason for absence.

**Minutes:** Mrs. N Goodfellow (Community Council Clerk/RFO)

**Meeting started at 19.00hrs**

## 1. Chairman's Welcome and Public Participation

The Chairman welcomed members of the public and introduced those present

## 2. Apologies for Absence

Apologies were received from Cllr Cleeve, Cllr Appleton.

## 3. Declarations of Interest

Members to declare an interest in any items of business on the agenda. None.

## 4. Minutes

To agree the accuracy of the minutes of the meeting held on Thursday 2<sup>nd</sup> October 2025.  
Cllr Tarr requested that minutes were updated to reflect that where a vote was taken, it was highlighted that the vote was "unanimously in favour". The amendments were accepted.

**Accepted** – Proposed Cllr Tarr. Seconded Cllr Williams. Voted unanimously in favour.

Cllr Fry raised a question around discussing noticeboards during the meeting. The process for including items on the agenda was reiterated and it was confirmed that noticeboards were included in the scope of the park benches update. Cllr Fry left the meeting.

## 5. Matters Arising from Minutes, Updates and Clerk's Update

- To consider matters arising from the minutes. None
- To receive any other update. Clerk shared on behalf of Cllr Cleeve that the allotment gates had been painted by allotment holders and positive feedback had been received. Cllr Watts confirmed that Warm Hubs funding had been received and he expected to provide an update in November's meeting.
- To receive Clerk's update – The Clerk provided details on quotations for the provision of the 2025/26 audit and requested this was discussed and agreed upon during agenda item 11.

The Clerk shared details of transactions in the current bank account to ensure that Councillors had full visibility / detail of the monthly income and expenditure items. The Clerk also shared details of free upskill sessions she had attended courtesy of "Scribe". A visit to Wastesavers and a meeting (with Cllr Cleeve also in attendance), with the Newport City Council (NCC) Fly-Tipping team had also taken place, with a view to using the information obtained to drive awareness within the community.



# GRAIG COMMUNITY COUNCIL

Minutes of the Meeting of the Community Council held at  
Graig Community Hall (and remotely via Zoom)  
at 19.00 on Wednesday 29th October 2025

Cllr Watts thanked the Clerk for further clarity on Council finances. Cllr Tarr requested clarification on "Scribe". Clarity was provided to Councillors.

It was requested that Item 11 was brought forward and discussed. Proposed Cllr Tarr. Seconded Cllr Watts. Voted unanimously in favour. Quotations received were discussed and authority to proceed with the quote from V Llewellyn for £390 plus VAT was requested. Proposed Cllr Tarr. Seconded Cllr Williams. Voted unanimously in favour.

## 6. Bassaleg Bridge

To receive an update on Bassaleg Bridge. The Clerk shared an update from Cllr Cleeve in his absence. A meeting had taken place between GCC Cllrs, Residents and Cllr Yvonne Forsey (NCC), where ongoing concerns had been raised regarding refuse collection and pest control.

Parking permit procedures are under review.

Cllr Forsey has been tasked with coming back with revised proposals on how refuse was collected. GCC Cllrs had requested that residents were able to return to using normal domestic bins / recycling boxes. Recommendations had been provided to residents to help them reduce the risk of rodents. NCC did not accept that infestation was caused from current waste disposal set up. Cllr Watts confirmed that there was no specific date for a general clean up though it was expected to be in November 2025. Cllr Watts shared that the proposed new planters won't be installed at Bassaleg Bridge until agreement had been reached on who would maintain them.

## 7. Planning

To consider responses to any planning applications received.

**Bassaleg Bridge** – Cllr Tarr referred to the planning proposals for the bridge. Details were shared on the main screen for attendees to view. Cllr Tarr confirmed that GCC were strongly in support of the application and considered that the approval will help resolve the longstanding issues suffered by the Forge Mews Residents. Cllr Watts expressed that if full funding was not approved, GCC was keen for NCC to work with residents to consider alternative options in order to resolve the issues. Concerns were raised around the way the bridge closure and subsequent actions had been handled by NCC. Multi-year project challenges for infrastructure discussed. Cardiff Capital Region are understood to be the responsible organisation for decision making on how funding would be applied to projects and initiatives such as Bassaleg Bridge planning, as part of their remit for South East Wales. The comments to be submitted by GCC were discussed and agreed. MoP requested that feedback reflected the hardships experienced by residents to ensure the case was compelling. Cllr Williams explained the process of the planning application once it gets presented to the Planning Committee.

Cllr Tarr confirmed that an extension to the planning application had already been requested, and council feedback would be sent following this council meeting.

Acceptance of the proposal / supporting comments was sought - Proposed Cllr Tarr. Seconded Cllr Morris. Voted unanimously in favour



# GRAIG COMMUNITY COUNCIL

Minutes of the Meeting of the Community Council held at  
Graig Community Hall (and remotely via Zoom)  
at 19.00 on Wednesday 29th October 2025

**Other Applications:** Cllr Tarr shared details of a proposed housing extension (20 Garth Close). Concerns were raised regarding a reduction in natural light to neighbouring properties and parking provision. Clarity was requested around parking provisions for residential properties. Cllr comments were noted. Feedback was gathered and acceptance sought. Acceptance of Cllr feedback on the proposal - Proposed Cllr Tarr. Seconded Cllr Sayer. Voted unanimously in favour

Cllr Tarr clarified situations where he would refer planning applications to the council members.

20:11: Natural break - 20:13 Meeting resumed.

## 8. Remembrance Day Service

To consider proposals for the Remembrance Day service at St Basils Church. Cllr Williams confirmed that a wreath would be brought to the church to be laid after the service. Cllr Williams confirmed that last year's wreath still needed to be settled. It was confirmed that a new one had been ordered. All Cllrs were invited to attend the service. Settlement of the 2024 and 2025 invoices would be settled by the Clerk as soon as they were received. Proposed Cllr William. Seconded by Cllr Sayer. Voted unanimously in favour.

## 9. Park Bench Replacement Proposals

To consider options to replace damaged benches in Graig Park.

Cllr Watts updated on the previously agreed working group for park bench replacement and reiterated that noticeboard updates would also be in scope. Cllr Watts had been gathering financial information to support the replacements and would circulate information to council members as soon as it became available. It was suggested benches renewal would be prioritised and notice boards would be brought into scope following community feedback. Cllr Williams shared how one community member was keen to renovate a memorial bench rather than replace it and it was agreed that this was appropriate.

## 10. Best Kept Village

To consider amended proposals for replacing Village planters (Quote 21775).

Approval requested to extend the planter replacement scheme to incorporate the Lower Machen ones with the amended quote from Amberol for £2,453.26 was requested. Residents were keen to support and maintain the additional planters. Cllr Watts advised that an additional 5% discount was offered with the revised quotation. Proposed Cllr Cleeve. Seconded Cllr Harris. Voted unanimously in favour.

## 11. Wales Audit

To consider quotations from providers to complete associated accounts for the 2025/26 Internal Audit (Considered and approved in item 5c).

## 12. Finance

- a) To receive financial documents to 30<sup>th</sup> September 2025. The bank reconciliation, receipts and payments summary were received and noted.



# GRAIG COMMUNITY COUNCIL

Minutes of the Meeting of the Community Council held at  
Graig Community Hall (and remotely via Zoom)  
at 19.00 on Wednesday 29th October 2025

b) To approve / inform the schedule of payments

Payee		Amount
Tai Hedyn Ltd	Grass cutting Forge View Park 909/25)	£212.04
Clerk Salary	(£734.76 + £47.66 NI Contributions)	£782.32
One Voice Wales	Cllr Morris "The Council" Module 1	£ 42.00

Proposed Cllr Watts. Seconded Cllr Harris. Approved unanimously in favour.

## 13. Next Meeting

Wednesday 26<sup>th</sup> November 2025 at 19.00 – Full Council Meeting - Graig Community Centre and via Zoom.

Cllr Watts added that an event at GCC will be co-hosted with a Local Women's charity and details would be shared as soon as arrangements are finalised. available.

**Meeting closed at 20:33 hrs.**