



GRAIG COMMUNITY COUNCIL

Minutes of the Extraordinary Meeting of the Community Council held at
Graig Community Hall (and remotely via Zoom)
at 19.00 on Wednesday 27th March 2024

Members present: Cllr D Williams, Cllr N Tarr, Cllr L Fry, Cllr P Appleton, Cllr J Watts, Cllr M Cleeve, Cllr K Sayer, Cllr J Roe.

Members of the Public: 0

Minutes: Mrs C L Cotterell (Locum Clerk/RFO)

Meeting started at 19.01

1. Chairman's Welcome and Public Participation

The Chairman welcomed all to the meeting.

2. Apologies for Absence

To receive apologies for absence – Apologies were received from Cllr Harris.

3. Declarations of Interest

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

4. Flooding

To receive an update – It was noted that Cllr Harris may have an update, Cllrs agreed to ask Cllr Harris to try to get NCC to do a site visit.

5. Forge Mews/Bassaleg Bridge

To consider any action required – Cllrs agreed to send a letter to Assembly member Jayne Bryant and copy it to the City Cllrs.

6. Energy Quotations

To consider energy quotations – **Item deferred** to obtain quotations after proposed price drops.

7. Minutes

To agree the accuracy of the minutes of the meeting held on Wednesday 28th February 2024 – **Resolved** - Proposed Cllr Williams, seconded Cllr Cleeve.

8. Matters Arising from Minutes and Clerk's Update

- a) To consider any updates or matters arising from the minutes – Cllrs agreed an actions list for Cllr Harris to include car parking, flood risks, pollution monitor and NCC's policy on traffic calming.
- b) To receive Clerk's update – **Update noted** and questions answered.

9. Newport City Councillors

To receive a report from City Councillors – There were no City Cllrs present.

10. Annual Return and Internal Audit for 2022-23 – This item deferred, awaiting Internal Audit report.

- a) To receive the Internal Audit report for 2022-23 and agree any action required.
- b) To approve the Accounting Statements for 2022-23.
- c) To approve the Annual Governance Statement for 2022-23.



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11. Finance

- a) To receive financial documents – the bank reconciliation and receipts and payments summary to February 2024 were **noted**.
- b) To approve the following schedule of payments.
Resolved to approve the following payments – Proposed Cllr Williams, seconded Cllr Cleeve.

<u>Payee</u>		<u>Amount</u>
SLCC Enterprises	Locum Services (February 24 – Invoice 723)	£2,550.00
VisionICT	Hosted email Mar24-Feb25	£108.00
One Voice Wales	Cllr Training	£38.00
One Voice Wales	Subscription 24-25	£941.00

Bank balance as at 29th February 2024 - £70,384.29

12. Website/Social Media

To review the Council website/email arrangements and social media – **Agreed** for Cllrs Cleeve and Watts to review the current website set up and Community Council Facebook page and bring proposal and costs to the next meeting – **Action:** Cllr Harris to provide Cllrs Cleeve and Watts access to the Facebook page.

13. Planning

- a) 24/0209 - PROPOSED TWO STOREY SIDE EXTENSION, SINGLE STOREY REAR EXTENSION AND DETACHED GARAGE 2 Court Crescent Bassaleg Newport NP10 8NJ – Graig Community Council has no objections in principle, however, the Council has received concerns from residents in the vicinity of the area about parking at Bassaleg School during the term time. The Council requests that the City Council makes dialogue with the residents near to the proposed development to ensure any issues are addressed prior to any planning permission being granted.
- b) To consider a letter to Natural Resources Wales regarding application 24/0008 CONSTRUCTION OF 2NO. NEW DWELLINGS Glebe House Forge Road Bassaleg Newport NP10 8AQ – It was **Agreed** that Cllr Watts will send an email to Natural Resources Wales.

14. Staff Recruitment

To consider arrangements for staff recruitment – It was **Agreed** to form a working group to move towards recruiting a permanent Clerk and RFO. Locum Clerk will provide a draft job description/person spec etc.

15. Next Meeting

Wednesday 24th April 2024 at 19.00 – Full Council Meeting - Graig Community Centre and via Zoom.

Meeting closed at 20.58

These minutes were approved at the meeting held on Wednesday 24th April 2024