



# 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 26<sup>th</sup> March 2025

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

Members of the Public: 3

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

Meeting started at 19.02

## 1. Chairman's Welcome and Public Participation

The Chairman welcomed all to the meeting.

Thanks were given from a resident for organising the visit from the health board and asked if there is a possibility for any community first aid training. It was confirmed the Council would be contacting Jacks Appeal and other organisations for training opportunities.

## 2. Apologies for Absence

To receive apologies for absence – Apologies were received from Community Cllrs Tarr and Whittaker.

## 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 Wednesday 26<sup>th</sup> February 2025 –  
**Resolved** – Proposed Cllr Watts, seconded Cllr Williams.

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

- a) To consider matters arising from the minutes – some clarification of the City Cllr report from the February meeting was requested. Action: Cllr Watts will write to the Police Commissioner to ask why police updates can no longer be published.
- b) To receive any other updates:
  - An abandoned car is still present and appears to be on NCC land, Cllr Cleeve has emailed the leader of NCC to assist with removal.
  - The pump house has started to be emptied.
  - Cllr Watts will email Matthew Evans, Leader of Conservative Party in Newport, re City Cllr Jones' lack of communication with the community council.
- c) To receive an update on the Community Centre booking system trial – It was noted that the trial is going well and is a 90 day free trial.
- d) To receive Clerk's update:
  - A complaint letter to SSE regarding the missing refund due to the Council has been drafted and will be sent.
  - Welsh Water - Options are being investigated to fix the flushing system in the gents toilets. After discussion it was **resolved** to increase the monthly direct debit to £180.00 per month for 12 months to clear balance of the outstanding bill – Proposed Cllr Cleeve, seconded Cllr Harris.

## 6. Recruitment

- a) To receive an update from the Recruitment working group – Cllr Watts has received a draft job advertisement and job description from One Voice Wales – these documents to be circulated to Cllrs for comment.



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- b) To approve an extension to the Locum Clerk contract for up to 3 to 4 months – Cllrs **resolved** to approve an extension to the contract – Proposed Cllr Watts, seconded Cllr Williams.

## 7. Bassaleg Bridge

To receive City Cllr update on the bridge.

City Cllr Harris updated that he had seen an engineer's report including a picture of the planned new bridge. Information on progress is to be sent to residents by NCC.

## 8. City Councillor Reports

To receive City Cllr reports.

City Cllr Harris reported:

No City Council meeting held since last Community Council meeting and no requests received from residents to take to Newport City Council.

## 9. Planning

To consider responses to:

- a) 25/0171 | FRONT INFILL EXTENSION | 59 Laurel Road Bassaleg Newport NP10 8PS – **Resolved** - No Objection.  
b) Any other planning applications received – **None**.

## 10. Risk Management Schedule

To review and approve Risk Management Schedule – The Risk Management Schedule was reviewed, amended and **resolved** to approve – Proposed Cllr Watts, seconded Cllr Williams.

## 11. Allotments

- a) To review and approve plot fees for 2025-26 – **Resolved** to keep the fees to £3.75 for 2025-26 – Proposed Cllr Watts, seconded Cllr Sayer.  
b) To consider a request to site a greenhouse (plot 7a) – **Resolved** to approve the request for a greenhouse – Proposed Cllr Watts, seconded Cllr Harris.  
c) To consider future requests for greenhouses to be approved by the Allotments Association Committee – Cllrs **resolved** that all future requests for greenhouses are brought to full Council for consideration – Proposed Cllr Sayer, seconded Cllr Appleton - 7 voted for, 1 abstained – Proposal carried.

## 12. Finance

- a) To receive financial documents to 28<sup>th</sup> February 2025 – The bank reconciliation and receipts and payments summary were **received and noted**.  
b) Welsh Water – to review outstanding bill for Graig Community Centre account and agree new Direct Debit amount – **resolved** under Item 5d above.  
c) To approve the following schedule of payments – **Resolved** – Proposed Cllr Watts, seconded Cllr Williams.

<u>Payee</u>		<u>Amount</u>
Tidy Cleaning	Graig Hall – (10899)	£631.94
One Voice Wales	Subscription for 2025-26	£985.00
Vision ICT	Hosting 7 email accounts – (19865)	£168.00
SLCC Enterprises Ltd	Locum Services – February 2025 – (SD2018-1)	£2,508.00

Bank balance as at 28<sup>th</sup> February 2025 - £106,137.26



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## 13. Planters

To consider options for stored planters – There are 8 planters which have been stored for several years. It was agreed for a local contractor to use 6 of the planters in exchange for some work for GCC, possible clearance/repair of wall/fence on Cowshed Lane. The remaining 2 planters will go to another local contractor.

## 14. Next Meeting - Wednesday 30<sup>th</sup> April 2025 at 19.00 – Full Council Meeting - Graig Community Centre and via Zoom.

Meeting closed at 20.56

DRAFT