



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 25th June 2025

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

Members of the Public: 5

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

Meeting started at 19.09

1. Chairman's Welcome and Public Participation

The Chairman welcomed members of the public to the meeting, including representatives from Bassaleg School.

2. Apologies for Absence

Apologies received from Cllrs Cleeve 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 29th May 2025

Resolved – Proposed Cllr Watts, seconded Cllr Tarr, 4 voted for, 4 abstained.

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

- To consider matters arising from the minutes – **None**.
- To receive any other updates: Cllr Tarr advised he was the only Graig member to attend the recent Burial Board meeting. Cllr Tarr proposed that Cllr Watts also join the Burial Board Committee, seconded by Cllr Appleton.
- To receive Clerk's update: Clerk updated that the internal audit has been completed and is on the agenda. The VAT reclaim for 24-25 has been submitted and payment received and Members were reminded to respond to the letter sent on 6th June about Members Allowances for 2025-26.

6. Recruitment

To receive an update from the Recruitment working group. Cllr Watts reported that the working group have met and agreed the closing date for applications will be 11th July 2025 – the job advert and description have been finalised and the position will be advertised through One Voice Wales and SLCC.

7. Bassaleg Bridge

To receive a City Cllr update on the bridge – City Cllr Harris advised he had no further update since the last meeting. A discussion was held about the bridge. Action: the Community Council will follow up with Rhian Howell for further updates.

It was agreed that links to the Graig Community Council website can be shared on social media pages when minutes have been published.

Cllr Tarr proposed that the Community Council censure City Cllr J Jones, there was no seconder – proposal not carried.



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8. City Councillor Reports

To receive City Cllr reports.

City Cllr Harris reported:

Welsh Water will be making improvements and working in the area.

It was noted that the bin by the bus shelters has been removed.

Cllr Harris was asked to follow up about replacement bins, bus stops and road signage.

9. Annual Return and Internal Audit for 2024-25

- a) To receive the Internal Audit Report for 2024-25 – **Received and noted** with no recommendations.
- b) To approve the Accounting Statements for 2024-25 – **Resolved** to approve the Accounting Statements for 2024-25 – Proposed Cllr Tarr, seconded Cllr Watts.
- c) To approve the Annual Governance Statement for 2024-25 – **Resolved** to approve the Annual Governance Statement for 2024-25 with “No” answers to assertions 1 and 10 – Proposed Cllr Watts, seconded Cllr Harris.

10. Planning

To consider responses to planning applications received – **None**.

Cllr Roe left the meeting at 20.37

11. Community Centres Energy Provider

To consider switching energy provider for the Community Centres – Cllr Watts reported that he was still obtaining quotes as prices change daily – Cllrs **resolved** to delegate the final decision to switch energy providers to the Locum Clerk – Proposed Cllr Williams, seconded Cllr Appleton.

12. Finance

- a) To receive financial documents to 31st May 2025 – **Received and noted**.
- b) To approve the following schedule of payments – **Resolved** – Proposed Cllr Tarr, seconded Cllr Williams.

<u>Payee</u>		<u>Amount</u>
SLCC Enterprises Ltd	Locum Services – SD2184 - May 2025	£1,767.00
Fort View Grass Cutting	April 2025	£212.04
Vision ICT	Website Hosting Aug 25 – July 26	£270.00
Vision ICT	SSL Certificate	£60.00
SW Directories	May/June	£115.00

Bank balance as at 31st May 2025 - £132,705.53

- 13. **Next Meeting** - Wednesday 30th July 2025 at 19.00 – Full Council Meeting - Graig Community Centre and via Zoom.

Meeting closed at 20.46