



# 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 27<sup>th</sup> August 2025

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

Members of the Public: 5

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

Meeting started at 19.00hrs

## 1. Chairman's Welcome and Public Participation

The Chairman welcomed the new Clerk and passed on his thanks and appreciation to the previous Clerk. Members of the public were welcomed. A member of the public thanked the committee for the improvements made to the allotment gates and confirmed that the improvements were well received.

## 2. Apologies for Absence

Apologies were received from Cllr Harris. Cllr Whittaker was absent.

## 3. Declarations of Interest

Members to declare an interest in any items of business on the agenda Cllr Morris and Cllr Cleeve declared an interest in agenda item 11 (Allotments)

## 4. Minutes

To agree the accuracy of the minutes of the meeting held on Wednesday 30<sup>th</sup> July 2025. Cllr Cleeve requested an addition to 5a in that his name was added to 5a (in reference to Facebook updates) and item 10 (as part of the Event Working Group).

**Resolved** – Proposed Cllr Watts, seconded Cllr Williams. 7 voted for, 1 abstained.

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

- To consider matters arising from the minutes. – None
- To receive any other update. Cllr Watts confirmed that the community survey would be shared online and hard copies via noticeboards. Questions were asked regarding adding future agenda items and the process was confirmed.
- To receive Clerk's update: The handover to the new Clerk commenced on 11<sup>th</sup> August 2025.

## 6. Bassaleg Bridge

The report from Cllr Harris on progress with repairs was confirmed as pending. Cllr Cleeve provided an update on measures being taken to tidy up the bridge area. This included general tidy up and the provision of planters, the latter of which is being reviewed by Newport City Council (NCC). Cllr Cleeve confirmed that bridge tidy up activities would take place on a fortnightly basis. A further meeting is scheduled for 11 September to discuss next steps. Cllr Cleeve confirmed that contact has been made with Police Community Support Officers (PCSOs) as part of addressing antisocial behavior near the bridge area. Further meetings are scheduled. The Police Sergeant, Jason Ghalamkary, for the ward is scheduled to attend the September Meeting, and then every 6 months. The meetings in between Sergeant Ghalamkary's attendance will be supported by our PCSOs.



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## 7. City Councillor Reports

To receive City Cllr reports. Pending

Concerns regarding City Councillor input were raised, along with avenues to explore should issues need to be escalated. Cllr Cleeve shared ideas and examples of proactive working practices to ensure residents and the Community Council were suitably represented. The recent engagement of the NCC team and their initiatives to improve the Bassaleg Bridge area was commended.

## 8. Planning

To consider responses to planning applications received. Cllr Tarr confirmed no responses were required.

## 9. Warm Hubs

Cllr Watts shared the proposal to submit grant applications to the Gwent Association of Voluntary Organisations (GAVO) to set up "Warm Hubs" in both Community Centres to support residents struggling with the cost of living. Details of the £5k grant opportunity for each community Centre were provided. Co-ordinating potential activities with existing provisions in the community was discussed. It was confirmed that NCC had approached the Community Council with a view to holding future events for residents in our Community Centres. The possibility of "cool hubs" was also brought to the table. Initiative proposed by Cllr Tarr, seconded by Cllr Williams. The delegation for the grant application to Cllr Watts was proposed by Cllr Tarr and seconded by Cllr Williams. Accessibility to hubs was discussed and it was agreed Cllr Watts would explore further if grant applications were successful.

## 10. Maintenance

- a) Best Kept Village Planters – Members of the public were thanked for their work undertaken on the community planters. The proposed maintenance plan for the planters was discussed and agreed, along with appropriate signage (including its positioning). The proposed costs of the works with Tidy Cleaning were shared: £300 for cleaning, £100 for signage, £220 for painting (£620 in total). **Resolved** to accept the quotation from Tidy Cleaning. Proposed Cllr Williams – Cllr Tarr. It was agreed that frequency of cleaning would be reviewed. Pricing for the indents (32 of each) was confirmed as £928. **Resolved** to accept the quotation for artwork / signage from Griffiths signs. Proposed Cllr Cleeve, seconded Cllr Tarr. Vote for both charges unanimous.
- b) To consider proposals Allotment gate maintenance. **Resolved** to accept the quotation from Tidy Cleaning - Jetwash for £45 and further expenditure on paint (£119.60) and equipment / brushes etc. (£31) Proposed Cllr Cleeve, seconded Cllr Williams. Vote unanimous.

## 11. Allotments

To consider a request for a greenhouse – Plot 24B. Proposed Cllr Watts, seconded Cllr Cleeve. Vote unanimous.



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## 12. Finance

- a) To receive financial documents to 31<sup>st</sup> July 2025 – The bank reconciliation and receipts and payments summary were **received and noted**.
- b) To approve training for Cllr Morris on Modules 1 and 2 – cost £84.00. Proposed Cllr Tarr, seconded Cllr Sayer. Vote 7 (Cllr Morris abstained).
- c) To approve website training for Clerk at £75.00 +VAT. Proposed Cllr Watts, seconded Cllr Williams. Vote unanimous
- d) To approve the following schedule of payments – **Resolved** – Proposed Cllr Watts, seconded Cllr Williams

Payee		Amount
SLCC Enterprises Ltd	Locum Services – SD2378-1 – July 2025	£2,622.00
Fort View Grass Cutting	July 2025 – 4273	£ 212.04
D&S Fabrications Ltd	Allotment gates repair – 8068	£1,680.00
SLCC Enterprises Ltd	Clerk/RFO advert – SD2366-1	£ 240.00
Vision ICT	Set up of G Morris Email	£ 14.00
Argos	Laptop / phone for Clerk	£ 399.00
Argos	Mobile Phone + 2yr insurance for Clerk	£ 47.08
Tesco SMARTY SIM	SMARTY Network SIM card for mobile phone*	£ 10.00

\*Smarty 60gb SIM card fee will be deducted from Unity Bank on a monthly basis automatically

Bank balance as at 31<sup>st</sup> July 2025 - £212,515.16

## 13. Next Meeting

Wednesday 24<sup>th</sup> September 2025 at 19.00 – Full Council Meeting - Graig Community Centre and via Zoom.

**Meeting closed at 20.33**