



# 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 25<sup>th</sup> February 2026

**Members present:** Cllr Watts (Chair), Cllr Cleeve (Vice-Chair), Cllr Morris, Cllr Tarr, Cllr Williams, Cllr Grant.

**Members of the Public (MoP):** 4

**Absent:** Cllr Harris, Cllr Sayer.

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

**Meeting started at 1901 hrs.**

## 1. Chairman's Welcome and Public Participation

The Chairman introduced himself and welcomed Councillors and members of the public. Attendees introduced themselves.

## 2. Apologies for Absence

Apologies were received from Cllr Roe.

Cllr Tarr shared an update on his recently diagnosed health condition. Cllrs offered support with transportation to his treatment should it be required.

## 3. Declarations of Interest

Members to declare an interest in any items of business on the agenda. Cllr Cleeve declared an interest in Agenda item 13 as he was an allotment holder and is on the Allotment Committee.

## 4. Minutes

To agree the accuracy of the minutes of the meeting held on Wednesday 28<sup>th</sup> January 2026. Acceptance **Proposed:** Cllr Tarr. **Seconded:** Cllr Williams. **Voted:** Unanimously in favour.

It was confirmed that resignations had been received from Cllr Fry and Cllr Whittaker and Democratic Services had been informed. Notices of the vacancies had been issued, which had been posted online on 23<sup>rd</sup> February 2026, along with the relevant notice boards. A written resignation was still awaited from Cllr Appleton.

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

a) To consider matters arising from the minutes. None.

b) To receive any other updates.

It was confirmed that the new planters had been installed. The Orchard had been planted in Rhiwderin and those involved (including residents) were thanked for their help. It was confirmed that the playpark gate had been repaired.

c) To receive Clerk's update.

Relevant correspondence had been shared via email. Following approval to purchase Scribe Accounting software, Scribe had been engaged and data migration had commenced. It was confirmed that both the old and new accounting systems would be run side by side until the



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Clerk was confident the new system was running accurately. Greater visibility of accounts and general efficiencies were highlighted as a key benefit of the Scribe system.

## 6. Bassaleg Bridge

To receive an update on the bridge improvements / replacement.

Cllr Cleeve provided an update on parking permits. A communication to residents from Newport City Council (NCC) was imminent. Fencing had been installed. Concrete planters were being removed, and new planters were scheduled to be installed on 26<sup>th</sup> February 2026. Planters would be filled with compost and flowers in due course. Plaques would be installed in line with those already on ward planters. Cllr Cleeve continued to escalate the issues with waste management and confirmed that these would be escalated. It was confirmed that no updates on the Bassaleg Bridge planning application had been received.

## 7. Task and Project Management

To review, discuss and approve project proposals for 2026 / 27.

Some Cllrs confirmed that they had not viewed nor added projects to the plan. The importance of doing this was reiterated to Councillors. Cllr Watts agreed to recirculate the plan and Cllrs were required to access / read / add to this list and incorporate associated costs. MoP requested that a project be considered around the installation of posts to stop people parking on grass verges within the ward. Cllr Watts agreed that it could be investigated to see whether this was something GCC could follow up on or whether this fell within the remit of Newport City Council. It was requested that Section 6 was included in the project plan to reflect biodiversity initiatives. Cllr Cleeve provided an update on litter picking within the ward. It was requested that Mandy & Bruce Womack attend March's meeting and that litter picking was included as an agenda item.

## 8. Best Kept Village

To gain approval to spend £350 for spring plants for the Ward.

It was confirmed that there are 9 planters by the bridge, 2 by the Friendly Fox and 2 in Lower Machen. Approval was requested to spend £350 (max) to purchase plants to fill these planters.

**Proposed:** Cllr Cleeve. **Seconded:** Cllr Watts. **Voted:** Unanimously in favour.

## 9. Biodiversity and Resilience Report

To present and gain approval for the GCC Biodiversity and Resilience report.

It was confirmed that all Community Councils are required to have a Section 6 Biodiversity plan. Graig Community Council's plan was approved for 2026/27/28. One Voice Wales had advised that it was best practice for Community Councils to have a Biodiversity and Resilience (B&R) report, albeit this was not a mandatory requirement. The proposed report had already been circulated amongst Councillors and acceptance was sought. The report was shared with those present. **Proposed:** Cllr Cleeve. **Seconded:** Cllr Williams **Voted:** Unanimously in favour. It was confirmed that no additional funding would be provided to meet B&R commitments, but grants were potentially available to support. Cllr Cleeve is working with One Voice Wales to fulfil the requirements in a cost-effective way. It was proposed that a B&R Working Group was established to support Graig Community Council's commitment to B&R. **Proposed:** Cllr Cleeve. **Seconded:**



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Cllr Watts. **Voted:** Unanimously in favour. Cllrs Williams, Cleeve & Grant expressed a wish to be involved in this working group.

## 10. Rhiwderin flooding

To discuss flooding issues and proposals from National Resources Wales (NRW) to rectify and agree next steps.

Cllr Cleeve discussed culvert repair requirements by the Rhiwderin Community Centre. Water pools frequently formed in front of Chapel Terrace / the main play area, so a solution was needed to channel the water away from this area and into the stream. Suggestions on solutions to the problem were discussed. It was confirmed that the play area was also often slippery. Cllr Grant agreed to escalate this to NCC. Natural Resources Wales (NRW) had confirmed that Highways were responsible for resolving the issues. Cllr Cleeve would contact Andrew Brookes at NCC to escalate.

## 11. Planning

To consider responses to any planning applications received and opportunity to ask questions around the latest planning report.

Planning ref 26/0049 and 26/0032 were shared with those present. Cllr Tarr confirmed that no planning requests had been received since November 2025. Questions were asked around the process for consultations, most of which were answered, but Cllr Tarr agreed to come back to council with answers to some of those raised around the planning process. It was confirmed that three different reports were received by Council. Proposed that Council returned to this agenda item at the end of the meeting. **Proposed:** Cllr Tarr. **Seconded:** Cllr Watts. **Voted:** Unanimously in favour.

## 12. Financial Support for Youth Sporting

To agree the proposal for the Council to exercise its powers under Section 137 of the Local Government Act 1972 to make a donation to the Wales Under 15 Girls National Basketball team. Cllr Watts explained the details behind the proposal and confirmed that individuals could not be sponsored, but Teams could. It was proposed that GCC made a contribution to the team fund. Questions were asked and Councillors discussed the amount that could be donated to support them. Discussions around proposed budgets for Section 137 were tabled. It was agreed that a budget would be discussed and decided in the March 2026 meeting. A £500 donation was suggested for the Wales Under 15 Girls National Basketball team. **Proposed:** Cllr Watts. **Seconded:** Cllr Williams **Voted:** Unanimously in favour.

## 13. Allotments

To receive proposals and approve costs for hedgerow maintenance / site improvements at the Allotments.

Cllr Watts shared a £430 quote from Greenlief to undertake maintenance / improvements to the hedgerow in the allotments. It was confirmed that there were no Tree Preservation Orders on the trees that were proposed to be felled. Acceptance of the quote, **Proposed:** Cllr Watts. **Seconded:** Cllr Williams. **Voted:** 5 in favour. I abstained (Cllr Cleeve)



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## 14. Bench Replacement

To receive proposals and approve costs for replacing community benches.

Cllr Watts shared the requirement to replace damaged benches in the ward. A report had been circulated which compared traditional benches to the recommended / more bio-diverse options. It was proposed that 7 benches would be replaced at a cost of £4,501 plus installation costs. The zero maintenance costs of the moulded plastic benches was highlighted. Locations were discussed, including the provision of 2 additional benches for the allotments. Replacement of the memorial bench by the Bassaleg shops was discussed and it was suggested that an additional bench would be added. The amended cost would be £601 per bench plus installation. Total cost for 8 benches, delivery and brackets would be £5,368 plus VAT. Damaged benches would be recycled or donated where possible. It was agreed that relatives associated with the memorial bench would be contacted to discuss how the old / damaged bench would be disposed of. Installation costs will be obtained. Proposed: Cllr Watts. Seconded: Cllr Tarr. **Voted:** Unanimously in favour. Cllr Watts agreed to update NCC confirming that benches were being replaced as they'd requested.

## 15. Finance

- To receive financial documents to 31<sup>st</sup> January 2026. The bank reconciliation, receipts and payments summary were received and noted. **Proposed:** Cllr Tarr. **Seconded:** Cllr Williams. **Voted:** Unanimously in favour.
- To approve / inform the schedule of payments. \* Indicates items already approved / processed

Payee		Amount
FireQuip	Annual Servicing	£190.71*
Vision ICT	Hosting of 8 email a/c Mar 26-Feb 27	£192.00*
N Goodfellow	Clerk Salary January 2026	£ 678.24
M Cleeve	Woodchip for Rhiwderin Orchard	£ 26.00*
Vision ICT	G Morris Web Training	£ 90.00

Acceptance **Proposed:** Cllr Watts. **Seconded:** Cllr Tarr. **Voted:** Unanimously in favour.

Council returned to **Item 11 : Planning**. Cllr Tarr shared details of an email that would be sent to NCC to clarify the planning reports and associated processes. This included a request as to which specific items GCC are required to review and comment on. Clarity was sought around what further actions were required around each application type. It was proposed that a request be made for a planning officer to visit GCC Councillors to discuss processes. Cllr Tarr would include this in his email to NCC planning.

## 16. Next Meeting

Wednesday 25<sup>th</sup> March 2026 at 19.00 – Full Council Meeting - Graig Community Centre and via Zoom.



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Cllr Watts confirmed that a communication had been received on roadworks within our Ward, in particular A467, Caerphilly Road and Bassaleg roundabout. This information had been shared with residents via social media and also with neighboring councils.

**Meeting closed at 20:54 hrs.**