



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 26th August 2026

Members present: Cllr Watts (Chair), Cllr Cleeve (Vice-Chair), Cllr Tarr,
Cllr Grant, Cllr Roe (via Zoom), Cllr Williams, Cllr Morris,
Cllr Sayer.

Members of the Public (MoP): 4

Police Community Support Officers (PCSO): Aidan Gillette, Mandy Dean & Cerys Pescud

Absent: Cllr Harris

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

Meeting started at 1900 hrs.

1. Chairman's Welcome and Public Participation

The Chairman welcomed Councillors and MoP.

Attendees introduced themselves.

It was asked whether MoP had any specific agenda items they were interested in. Agenda items 12c and 13 were highlighted.

2. Apologies for Absence

Apologies were received from Cllr Davis.

It was noted that no response had been received from Newport City Council representatives.

3. Declarations of Interest

Members to declare an interest in any items of business on the agenda. Cllr Cleeve & Cllr Morris-12a Allotments

4. Minutes

To agree the accuracy of the minutes of the meeting held on Wednesday 29th July 2026.

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

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

a) To consider matters arising from the minutes.

Cllr Tarr enquired about the updated policy documents (approved in the July meeting) being updated onto the Graig Community Council (GCC) website. It was confirmed that one had been uploaded and the second was awaited from Cllr Tarr.

b) To receive any other updates.

The Community Centre event was scheduled to go ahead on bank holiday Monday. Receipts (as agreed in the July meeting would be sent to the Clerk for reimbursement).

Cllr Cleeve updated on the biodiversity meeting with Cllr Roe and Rachael Carter (RC) from One Voice Wales. A presentation on the Ward was given and RC provided a number of hints and tips to



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 26th August 2026

support biodiversity. Discussions took place around reducing mowing, wild flower gardens and renewable water projects. RC had requested documentation to support “mowing” policies. It was suggested that these could be obtained from Newport City Council (NCC). Cllr Williams suggested that the land registry was checked to see who had responsibility for the mowing areas referred to. Cllr Cleeve would provide the Clerk with what information was required from NCC. A positive meeting was reported.

c) To receive Clerk’s update.

The Clerk confirmed that the audit commenced w/c 17th August 2026. Audit Wales had initially experienced issues accessing the Scribe Accounting system, but these had been resolved promptly. The Clerk highlighted the need for Councillors to undertake the agreed training and shared registration processes. The Clerk’s Windows package had run out and it was advised that this would be renewed at a cost of less than £100. Costs would be updated during September’s meeting. A pay increase of 3.3% had been agreed for Local Authority Employees which would be applied and back dated to 1st April 2026, to the Clerk’s salary. Cllr Watts confirmed that a separate meeting would take place to agree the Clerk’s payscale and this would be reported at the next meeting.

6. Neighbourhood Policing Update

To receive an update from PCSO’s Aidan Gillette and Mandy Dean on policing within the ward, followed by an opportunity for questions and answers from Councillors / Members of the Public.

PCSO’s shared a presentation detailing the Policing Operations within the ward. The roles of PCSO’s were shared. These included “being a visible part of the community” Further details of contacts / roles and responsibilities could be found on the police website.

It was confirmed that tool marking at the allotments was expected to be scheduled.

The “Neighbourhood Matters” community messaging and engagement service (free to use service) was highlighted as a good tool to keep informed of police activities / initiatives. Details can be obtained from <https://www.neighbourhoodmatters.co.uk/>

From a (limited) survey taken by residents, speeding, drug related issues and fly tipping were highlighted as areas of public concern. Electric bikes were also raised as a concern. PCSO confirmed that action was being taken to address this, which included covert operations. It was confirmed that dashcam footage could be provided to the police to support investigations. It was agreed that GCC would highlight the Neighbourhood Matters initiative. Challenges for removing illegal electric bikes off the streets were shared but attendees were assured that operations are in place to track, trace and deal with the issue. Undercover vehicles and officers are deployed to support the crackdown on this.

MoP asked questions around activities to support Speed reduction (in particular on Laurel Road). Education had been prioritised over fines but this was constantly reviewed. Details were shared on Operation SNAP (where MoP can email or upload go safe with dashcam footage). It was confirmed



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 26th August 2026**

that information could also be shared with 101. Cllr Cleeve confirmed that he had requested that Speed guidance signs were reinstalled on Laurel Road and was awaiting an update.

Fly tipping was highlighted and it was suggested that easing the appointment booking system at NCC may be considered.

Posters were requested on the Neighbourhood Matters initiative so these could be shared with residents in local shops / community centres etc. It was confirmed that the initiative is not a live crime reporting tool.

It was asked if call waiting times had improved on 101. Artificial Intelligence (AI) had been introduced to try and support the reduction in call waiting times but a reduction could not be confirmed.

The next ward police surgery was scheduled for 16 September at 12pm, in the Cottage Teas Rooms, Bassaleg. It was asked whether "out of hours" police surgeries could be considered to accommodate those working during the day. It was agreed that this would be looked into and GCC would publicise the initiative.

It was highlighted that all links to Policing are available on the Graig Community Council Website .

PCSO's were thanked for their attendance.

It was confirmed that the recent speed monitors (referred to as "Golden Rivers") that had been placed on Laurel road registered average speeds of between 19 - 24 miles per hour (monitored 24 hours a day / 7 days a week).

Natural break taken at 8:12pm. PCSO's left the meeting
Meeting Resumed at 8:15pm

7. Bassaleg Bridge

To receive an update on the bridge improvements / replacement.

Cllr Cleeve confirmed that damage to fencing and gates had been reported along with damage to planters. An update was given on the meetings with the NCC Infrastructure team. An overview of the meeting held on 24th August was provided. NCC were considering either a temporary bridge (at a different location) or a single lane temporary bridge erected over the existing bridge. NCC were in liaison with Mott MacDonald and ACROW (Bridge Builders). GCC remained disappointed by lack of progress. An alternative contact had been provided to NCC but it was not confirmed whether this would be taken up. A letter had been sent to NCC expressing GCC's disappointment in progress. A further meeting is expected the third week of October. GCC raised that GCC were keen for a resolution to be agreed upon (including funding) before December 2026 so progress wasn't hampered by the 2027 elections. GCC had requested that John Blackwell was included in the working group. Concerns were raised that there didn't appear to be a project plan in place. NCC had



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 26th August 2026

confirmed that they had not sought a second opinion on the Bridge structure, and they did not intend to do so as they considered that Mott MacDonald were now too heavily involved in the project to justify seeking another opinion. GCC objected to this stance. GCC agreed they would continue to push until a solution and funding had been found.

8. Planning

To consider responses to any planning applications received and opportunity to ask questions around the latest planning report and to approve the format for planning application summaries.

Two applications were discussed. 26/0574 - No objections. **Proposed:** Cllr Tarr. **Seconded:** Cllr Sayer. **Voted:** Unanimously in favour. 26/0610. Cllr Sayer declared an interest. No objection - **Proposed:** Cllr Tarr. **Seconded:** Cllr Williams **Voted:** In favour - Cllr Sayer abstained

9. Scribe

To provide a brief overview of the Scribe Accounting system used by Graig Community Council

The Clerk demonstrated how Scribe can be used by Councillors to keep track of all of GCC's financial affairs. Cllrs were encouraged to utilise their read only access to stay fully up to date with GCC financial affairs.

10. Finance

- a) To receive financial documents to 31st July 2026. The bank reconciliation, receipts and payments summary were received and noted.
- b) To approve / inform the schedule of payments.

Payee		Amount
N Goodfellow	Clerk Salary July 26 (inc tax/NI)	£881.60
Hedyn	Fort View Park Grass cutting July	£212.04
S Preece	August roundabout maintenance	£ 48.00

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

11. Utilities Contracts for Graig and Rhiwderin Community Centres

To review proposals for switching gas and electricity tariffs for both community centres and agree which tariff is best.

The Clerk shared details of the existing monthly spend on GCC Community Centre Utilities Bills. Examples from alternative suppliers were shared, all of which showed significant savings. It was agreed that a 12 month fixed contract would be utilised and the Clerk would instigate and confirm the finer details with Councillors. **Proposed:** Cllr Watts **Seconded:** Cllr Cleeve. **Voted:** In favour (Cllr Tarr abstained)



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 26th August 2026

Proposed to bring item 13 forward . **Proposed:** Cllr Watts. **Seconded:** Cllr Tarr. **Voted:** Unanimously in favour

13. Fly Tipping in Lower Machen

To receive concerns from residents regarding the increased number of fly tipping incidents in Lower Machen and to agree what action is required.

MoP shared issues with fly tipping. Frustrations were aired around the lack of actions that appeared to be taken, though NCC were praised for a prompt response when clearing rubbish once it had been reported. Rubbish varied from industrial cabling through to McDonalds food bags. Fly Tipping was being cleared but it appeared to be back in situ as quickly as it was removed. Cllr Tarr agreed to ask NCC (via Liaison Meetings) whether cameras could be installed to support a reduction. Cllr Cleeve agreed to escalate to Saranne Phillips to see what support could be given. Cllr Cleeve explained the frustrations over litter picks not being able to take place in areas over 30mph without traffic management being put in place. It was asked that MoP's continue to report every incidence of fly tipping to ensure it remained on NCC's radar.

Proposed to extend the meeting by 15 minutes. **Proposed:** Cllr Watts. **Seconded:** Cllr Williams. **Voted:** Unanimously in favour.

Potential locations for CCTV were discussed but it was confirmed that NCC would ultimately hold the decision as to where they were placed. The issues linked to "No Mow May" and rubbish building up in the grass were highlighted.

12. Task and Project Management

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

a) Allotment Hedge Maintenance

Cllr Cleeve confirmed that contractors had been responsible for cutting the allotment hedge in the previous year. A new contractor had been approached to cut back and tidy the area and it was considered that a professional contractor should be appointed to cut back and remove rubbish (details of the route were shared). Stuart Preece (used for other projects, had provided a quote of £1,450 plus vat to undertake the work / waste removal. Acceptance of the quote **Proposed:** Cllr Cleeve. **Seconded:** Cllr Tarr. **Voted:** In favour - Cllrs Morris and Sayer abstained.

b) Bassaleg Viaduct 200th Anniversary

Cllr Cleeve shared details of the proposed celebrations and initial communications from Ian at Risca Industrial History Museum and OHIHS. Network Rail had planned a ceremony on 18th September (2pm - 3pm) where a plaque would be unveiled. It was agreed that it would be publicised on Social Media. It was agreed that a member from Council would attend (Cllr Cleeve to coordinate).

c) Notice Boards

Cllr Sayer confirmed that 8 members of the ward had contacted him re Noticeboard provision. He highlighted that these were older members of the community who didn't have computers or engage



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 26th August 2026

with Social Media. Caerphilly Road, Rhiwderin Heights and Channel View were highlighted as potential improvement areas. Cllr Sayer volunteered to update notice boards with meeting minutes etc. It was asked whether more notice board keys were required. It was agreed that Cllr Tarr gave his noticeboard keys to Cllr Sayer. It was suggested that the existing noticeboards would need to be cleaned. Cllr Sayer agreed to undertake this.

14: Next Meeting: Wednesday 30th September 2026

Wednesday 30th September 2026 at 19.00 – Full Council Meeting - Graig Community Centre and via Zoom.

Meeting closed at 21.18 hrs.