



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 March 2026

Members present: Cllr Cleeve (Vice-Chair), Cllr Tarr, Cllr Williams, Cllr Grant, Cllr Sayer, Cllr Roe

Members of the Public (MoP): 8

Absent: Cllr Harris

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

Meeting started at 1902 hrs.

1. Chairman's Welcome and Public Participation

The Vice Chairman (Cllr Cleeve) introduced himself and welcomed Councillors and members of the public. Cllr Cleeve confirmed he was chairing the meeting due to Cllr Watts dealing with a family emergency. Attendees introduced themselves.

2. Apologies for Absence

Apologies were received from Cllr Watts & Cllr Morris. Councillors expressed their concerns over lack of Newport City Council representation during the Graig Community Council (GCC) meetings.

3. Declarations of Interest

Members to declare an interest in any items of business on the agenda. Cllr Cleeve declared an interest in Item 9. It was agreed that Cllr Tarr would stand as acting Chair when this agenda item was discussed.

4. Minutes

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

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

a) To consider matters arising from the minutes. Point 4 – The Clerk confirmed that no applications had been received following the advertisement for new Community Councillors. It was confirmed that Councillors could now therefore be co-opted. It was confirmed that GCC was still awaiting a written resignation from Cllr Appleton. Questions were asked around updates from NCC. The Clerk confirmed that correspondence was sent monthly to Cllr Jones and Cllr Harris yet no response or NCC updates had been received. Cllrs expressed their disappointment at the lack of representation and updates from NCC Councillors.

b) To receive any other updates. None

c) To receive Clerk's update.

Relevant correspondence had been shared via email. The new Scribe accounting system appeared to be working well, and the new system had successfully reconciled with the old Excel system for two months running. It was confirmed that all Councillors had read only access to GCC accounts so could view the financials of GCC at any time. The Clerk confirmed



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that contact had been made with L Llewellyn to begin preparation of the year-end accounts. It was also confirmed that GCC would be subject to a full audit for the financial year 2025-2026.

No requests to obtain copies of the accounts for the 2024-2025 accounting year had been received so relevant notices had been deprioritised on the GCC website and paper copies had been removed from noticeboards.

6. Best Kept Village

- a) To consider proposals for plates / signage on the Bassaleg Bridge and Lower Machen planters.

Updates were given on planter maintenance. It was confirmed that GCC had funded plants and compost for all of the new planters. It was proposed that signage for the new planters followed a similar pattern to planters already in situ. Rhiwderin Women's Institute would have their logo included on the plates on those being maintained by their organisation. Lower Machen planters would have "cared for by residents of Lower Machen" on those maintained by residents. Costs of the plates were shared, and it was confirmed these would be fitted for free. It was requested that Cllr Cleeve was acknowledged for all the work he had put into improving the environment at Bassaleg Bridge. Acceptance of £800 cost was requested. **Proposed:** Cllr Cleeve. **Seconded:** Cllr Williams. **Voted:** unanimously in favour.

- b) To discuss how we progress litter picking activities within the ward.

Cllr Cleeve shared insight on litter picking initiatives in other wards. A meeting was scheduled for NCC / Welsh Assembly members / Keep Wales Tidy in April to discuss litter picking provision, particularly in areas where the speed limit was over 30 mph. The process for organised litter picking was explained. MoP present represented the existing Best Kept Village Group Litter Picking group within the ward. It was proposed that consideration was given to either expanding the existing group or to form a second litter picking group.

Both proposals were discussed. Best Kept Village Group (BKVG) litter picking group were commended for the work they undertake. Insurance implications were also discussed. It was confirmed that organised litter picks required 7 days' notice. This was an area GCC were hoping to get some flexibility on. Logistics proposals of litter picking exercises were shared. It was confirmed that NCC will only collect waste from specified locations on Council Land. Cllr Cleeve confirmed that questions around waste collection would be raised at the April meeting with NCC. MoP confirmed that the BKVG litter picking group could support with equipment to support any extended activities.

It was proposed that the initial litter pick would be advertised as Graig Community Council in conjunction with the BKVG litter picking group and a working group would be set up to drive the initiative. **Proposed:** Cllr Tarr. **Seconded:** Cllr Williams. **Voted:** unanimously in favour. Any associated costs and updates would be brought to the next GCC meeting. Issues with excessive



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litter by the Bassaleg footbridge were highlighted, along with issues around the disposal of dog mess.

7. Bassaleg Bridge

To receive an update on the bridge improvements / replacement.

An update was provided in that NCC had confirmed they would not consider individual waste disposal or opening the gate for access off the A467. GCC's disappointment in securing the funding for a new bridge was expressed. GCC remained fully committed to supporting residents. Cllr Cleeve confirmed that Cllr R Howells and Cllr D Batrouni had turned down the opportunity to attend the meeting as they were advised against this due to Senedd elections being imminent.

MoP (John C Blackwell) shared his background in the construction industry (particularly bridge construction). MoP had been liaising with Cllrs Watts, Cleeve and Williams to understand the faults with the Bridge. MoP felt the inspectors had misled NCC regarding the need to replace the bridge as opposed to undertaking repairs. A detailed breakdown of the bridge issues was discussed. Two options were potentially available. Option 1: Nothing happened and no access would be restored. Option 2: A proposal of an outline planning application for a cost-effective alternative solution. MoP shared details of a proposed application and associated costs of what he, in his professional opinion, considered to be an alternative scheme.

MoP requested that GCC support him in making the Online Planning Application to support residents and NCC in obtaining a resolution in a more cost-effective way. **Proposed:** Cllr Williams. **Seconded:** Cllr Grant. **Voted:** Unanimously in favour.

Concerns were raised that issues remained with waste collection. Cllr Cleeve agreed this would be escalated further.

MoP (John Blackwell) was thanked for his contribution towards supporting GCC and the Forge Mews Residents.

Two MoP left the meeting.

8. Planning

To consider responses to any planning applications received and opportunity to ask questions around

latest planning report and to approve the format for planning application summaries.

Two application comments had been submitted with one further application that was to be actioned.

9. Allotments

To agree Allotment fees for 2026/27 Financial year. Historical allotment fees were presented and discussed.



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It was proposed that allotment fees were frozen at £3.75 per perch for 2026/27. **Proposed:** Cllr Williams. **Seconded:** Cllr Grant. **Voted:** Unanimously in favour.

10. Task Management and Project Planning

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

Details of proposed projects (working document) were shared with attendees. The opportunity for questions was given. Cllr Cleeve highlighted the project to repair the gates at Rhiwderin Community Centre. A quote had been received from D&S Fabrication and approval was sought to approve repairs / enhancements to the pedestrian gates at a cost of £1200 plus VAT.

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

11. Finance

- a) To receive financial documents to 28th February 2026. The financial documents were received and noted. **Proposed:** Cllr Tarr **Seconded:** Cllr Williams **Voted:** Unanimously in favour.
- b) To approve / inform the schedule of payments

Payee		Amount
N Goodfellow	Clerk Salary February 2026	£ 678.25
Greenlaif Landscapes	Additional Compost	£ 120.00

Acceptance of Schedule of Payments - **Proposed:** Cllr Tarr. **Seconded:** Cllr Grant. **Voted:** Unanimously in favour

- c) Confirmation of Councillor payments.

The Clerk shared details of all allowances paid to Councillors in the 2025/26 financial year and confirmed this summary would be published. Councillor payments for 2026/27 would be communicated to Councillors in due course.

Next Meeting - Wednesday 29th April 2026 at 19.00hrs – Full Council Meeting - Graig Community Centre and via Zoom.

Meeting closed at 21.00 hrs.