



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 24th June 2026

Members present: Cllr Watts (Chair), Cllr Cleeve (Vice-Chair), Cllr Tarr, Cllr Grant, Cllr Davis

Members of the Public (MoP): 5

Absent: Cllr Harris

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

Meeting started at 1903 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 Willaims, Cllr Sayer, Cllr Roe and Cllr Morris.

3. Declarations of Interest

Members to declare an interest in any items of business on the agenda. Cllr Cleeve declared an interest in the emergency repairs to the Allotment fencing (to be raised by the Clerk)

4. Minutes

To agree the accuracy of the minutes of the meeting held on Wednesday 27th May 2026. The Clerk highlighted a change requested to the order of comments under Item 11. The changes were shared with those present. Acceptance of the amendments and the accuracy of the minutes **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 Cleeve shared an update regarding Neal Soils and confirmed that answers to the questions raised by a resident at the May Meeting had been received and shared. On-site wheel washing would not be adopted due to issues with the potential off site flow of the resulting water.
Item 10 (Review of Policies and Procedures), a Working Group meeting had been scheduled for 29 June 2026. It was highlighted that all policies and procedures could be found on the Graig Community Council and all would be reviewed by the Working Group.
Hanging baskets (including watering mechanism) were all in situ and positive feedback had been received from residents.
- b) To receive any other updates. None
- c) To receive Clerk's update.

Relevant correspondence had been shared via email.

The Annual Return had been submitted to Wales Audit on 5th June 2026 and receipt was confirmed. Clerk had attended a further Scribe Training session "Stepping into Local Government Finance – Accounting Basics for Clerks and RFO's" which was considered extremely beneficial.



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The Notice of appointment for the date for the exercise of Electors' rights had been posted on the Graig Community Council website on 15th June 2026, in line with Wales Audit requirements. Copies had also been posted on Graig and Rhiwderin Community Centre notice boards.

Emails had been sent to all Councillors regarding Councillor Allowances. The Clerk prompted a response from some Councillors so payments could be processed in July 2026.

Graig Community Council was subject to a full audit on its accounts and processes for the 2025-26 Financial Year and the required information would be submitted to Wales Audit prior to the 7th August deadline.

It was noted that some Councillors were yet to utilise the Scribe Accounting tool. They were reminded to utilise their "read only" capacity to view the detailed accounts of the Council. Summaries of all receipts and payments as well as bank reconciliations were available to view. Invites to join had been resent to those Councillors concerned.

The Clerk reminded Councillors about the GCC Training Plan, and the recommended Councillor learning modules. Emails detailing available online courses had been sent to Councillor via email. These could also be found on One Voice Wales (OVW). Councillors were reminded that they could sign up to the recommended learning directly with OVW and requested that invoices were sent to the Clerk. Cllrs were reminded that any learning over and above the recommended modules would need to be approved by Council.

The Clerk brought to Council's attention that GCC had accepted two pairs of complimentary tickets to an event at St Basil's Church in Bassaleg with a face value of £10 per ticket.

Emergency repairs were required for allotment fencing. Two options were discussed and it was agreed that repairs would be completed by S Preece at a cost of £150 plus VAT. **Proposed:** Cllr Cleeve. **Seconded:** Cllr Watts. **Voted:** Unanimously in favour.

6. Parking Issues resulting from events at Whiteheads Sports & Sports Club.

The issues with visitors parking in residential areas by the social club was discussed. Cllr Watts confirmed that he would approach Whiteheads to discuss the possibility of temporary traffic orders to help resolve the issue. This would be done through liaison with Newport City Council. Cllr Watts to report back at the next meeting.

7. Bassaleg Bridge

To receive an update on the bridge improvements / replacement.

A follow-up meeting had been requested with Newport City Council (NCC). The earliest date they could attend was in August 2026. John Blackwell had chased a response from Grant Hawkins as a response was overdue from NCC regarding the second Bassaleg Bridge planning application. Emails had been sent to all four Assembly Members. A response had been received from Reform and a meeting would be set up with Residents in the next 2 weeks. Responses from other Assembly Members would be shared with Councillors and Forge Mews residents.



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Issues with damaged fencing by the bridge had been reported to NCC Highways who subsequently repaired the damage. Issues with the quality of the fixings had been flagged.

Stephen Jarrett from NCC had been in contact with Google to ensure that deliveries to Forge Mews are directed correctly.

Cllr Tarr shared details of a bridge repair in Bristol which had been resolved far more promptly than the ongoing issues with the Bassaleg Bridge.

It was confirmed that signage (promised by NCC) was yet to be erected. Cllr Cleeve agreed to follow up on this and report back at the next meeting.

An example was shared of NCC not taking a van onto the Bridge when tending to an issue with Welsh Water. Frustrations were shared that Welsh Water were not given access to Forge Mews to repair the issues with the mains water and engineers were forced to carry tools etc to their destination.

8. Planning

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

Planning application 26/0413/73 (variation of conditions) was discussed. No objections raised.
Planning application 28/0408 was discussed. No objections raised. Cllr Tarr to submit comments

9. Finance

- a) To receive financial documents to 31st May 2026. The bank reconciliation, receipts and payments summary were received and noted. **Proposed:** Cllr Tarr. **Seconded:** Cllr Watts. **Voted:** Unanimously in favour.
- b) Section 137 - Budget for S137 payments were discussed and it was agreed that further discussions would take place to agree the final budget and application process.
- c) To approve / inform the schedule of payments.

Payee		Amount
N Goodfellow	Clerk Salary May 26 (inc tax/NI)	£819.54
Hedyn	Fort View Park Grass cutting June	£ 176.70
One Voice Wales	Cllr Davis - New Cllr induction	£ 44.00
Dyno-Rod	Graig Com Ctr unblock	£228.99*

*paid on 23/06/26 as an emergency to unblock drains at Graig Community Centre. These funds would be reimbursed from Graig Community Centre funds

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

10. Task and Project Management

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



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a) To gain approval for a Bassaleg and Rhiwderin Charity Fun Run and Fete
Cllr Davis shared proposals for an event on 31st May 2027 (Bank holiday). Cllr Davis would lead the event. It was proposed that a working group was formed to bring the event to fruition. Questions around the event were asked and it was agreed that further details would be shared from the output of the working group.

Proposed: Cllr Davis. **Seconded:** Cllr Tarr **Voted:** Unanimously in favour

Cllr Cleeve expressed an interest in being part of the working group and it was suggested that members of the public would also be encouraged to get involved

b) Pop up Recycling Centre

Cllr Cleeve provided an update on the proposed event to be held by Newport City Council in Rhiwderin Community Centre on 18th July 2026. Details would be shared with residents via social media and notice boards.

MoP raised concerns around fly-tipping. Cllr Cleeve shared details of the work he was undertaking with other Community Councils to look at best practice for reducing issues. Fly tipping hot spots were shared and details provided on how GCC had been working with NCC to address fly tipping within the ward. It was asked whether Litter picking volunteer groups existed. Details were shared on the Best Kept Village team, and the proposed initiative to set up a second litter picking group within the ward. It was confirmed that this would be done independently to the Community Council. It was highlighted that the Keep Wales Tidy website detailed all litter picking initiatives in Newport. Litter picking could only take place on roads where the speed limit was 30 mph or less (unless the litter pick was collected by a waste management company). Insurance and risk assessments would be required for all activities.

c) Period Proud Initiative

Cllr Watts shared details of the Period Dignity Initiative at Graig Community Centre. It was proposed that GCC entered into an agreement with a company called "Riley" to provide sustainable products that could be used by those in need.

It was proposed that GCC entered a trial period (2-3 months), where a unit would be installed in the community centre. The total cost of the trial would be £324 plus VAT.

Questions were asked around the initiative and Cllr Tarr raised concerns that documents relating to the proposal had not been received in a timely manner. All Cllrs were asked whether they approved of the initiative and were happy to vote. It was suggested that sanitary collection contracts were reviewed to ensure there was no impact. It was confirmed that the products would be available to all those who needed them within the Community Centre.

Proposed: Cllr Watts. **Seconded:** Cllr Grant. **Voted:** unanimously in favour

d) Bench Provision within the Ward, including Bus Shelter Provision



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Cllr Watts shared feedback from residents on the recent bench replacement initiative. It had been requested that benches be provided at The Griffin and Ruperra bus stops. It was also requested that NCC were lobbied to provide new bus shelters at Bassaleg School and The Griffin. It was asked that a “bus indicator” be installed in the bus stop at Bassaleg School as the existing one had not been working for many years.

It was proposed that GCC looked at providing the additional benches and would work with NCC to get authority to install these. Costs will be circulated with GCC members and shared / voted upon in a future meeting. Newport City Council Highways would also be contacted to discuss the possibility of erecting new bus shelters / information portals.

e) Machen Defibrillator Project

Cllr Watts updated on installation progress which was considered to be slow! There had been challenges around the installation. NCC has agreed to supply a lamppost for the defibrillator to be attached to. Cllr Watts will obtain quotes for cutting the lamppost to appropriate size and powder coating. The powder coating will be black so it is in keeping with other street furniture in the area. Cllr Watts had been working with National Grid to arrange for power to be installed. We will apply to The British Heart Foundation defibrillator programme once the power and mounting is in place. The positioning of the device was shared with those present.

11. Next Meeting

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

Meeting closed at 20:30 hrs.