



**CROESYCEILIOG AND LLANYRAFON COMMUNITY COUNCIL**  
**CYNGOR CYMUNED CROESYCEILIOG a LLANYRAFON**  
**Caring for the Community**

**Minutes of the Full Council Meeting held on**  
**Monday 25<sup>th</sup> March at 6.00pm**  
**Council Chamber, Woodland Road Sports & Social Centre, Croesyceiliog**

**Present:** Cllr S O'Dobhain Cllr V Williams  
Cllr S Matthews Cllr M Price  
Cllr D Williams Cllr N Davies  
Cllr C Crick Cllr D Payton

Sian Davies, Clerk  
Kelly Lewis, Administrator

1. **Apologies for absence**  
Cllr J Boycott, Cllr D Dewar, Cllr V Crick
2. **Declarations of Interest**  
None
3. **Minutes**
  - 3.1 Minutes of the Full Council Meeting held 24<sup>th</sup> February 2024 were approved as an accurate record.  
**RESOLVED:** Members approved
  - 3.2 **Matters Arising from the Minutes of the Full Council meeting held on 24<sup>th</sup> February 2024.**  
The Clerk contacted TCBC and suggested that due to fallen curb stones, any surveyed areas with fallen stones should be cordoned and made safe. TCBC are in talks with NRW to inspect the riverbank and agreed any areas deemed unsafe will be cordoned off
  - 3.3 **To receive draft minutes of Business Planning Committee of 13<sup>th</sup> March 2024**  
Noted  
Cllr C Crick reminded members that any tree and planting suggestions can be sent to the Clerk at any time.  
Cllr M Price advised members that the SID on The Highway is now working and has been set at 20mph  
Cllr D Williams asked members whether gym bars would be a project considered by CLCC and agreed to obtain costs from TCBC for consideration
4. **Financial Reports and Statements**
  - 4.1 **Bank Statements**  
Bank Statement and Visa Card Statements.  
**RESOLVED:** Members noted the statements
  - 4.2 **Cheque Payments List**  
Cheque payments list was received & approved.  
**RESOLVED:** Members approved the payments
5. **Presentations & Representations**  
None

## 6. Chair's Announcements

- The Chair, Vice Chair and Clerk met with TCBC's community engagement officer
- Met with the local police which was a good meeting and has been reported under Clerk's reports
- Attended the Ponthir War Memorial service with the Vice Chair at Zion Baptist church on 2<sup>nd</sup> March which was a lovely service
- Attended the Mic Morris Trust meeting on 6<sup>th</sup> March
- Attended a meeting on 14<sup>th</sup> March with the Clerk and Vice Chair at TMT regarding the 75<sup>th</sup> anniversary booklet which is moving along

## 7. Clerk & Administrator Reports

### **Meetings Attended:**

27.02.24 – TCBC Jan Witham Community Engagement Officer

Attended by Cllrs O'Dobhain, Matthews & I.

Jan explained she was new to the post and was looking to improve things such as TCBC consultation processes. It was agreed that consultations should be a two-way process and mostly it was felt to be just a paper exercise that TCBC were obliged to carry out and opinions and points made during the process were ignored. Also, that following a consultation, there was never any feedback on the results. Jan agreed this was not how the process should be administered and told of her hopes to much improve the current way TCBC engages with both residents and Councils.

27.02.24 – Police Inspector Lee Stachow & Sergeant Phill Jones

Attended by Cllrs O'Dobhain, Matthews & I.

The Police gave us a structural overview of officers and responsibilities and agreed to ensuring representation at Council meetings on a quarterly basis. Also to provide monthly reports which can be distributed with Council meeting paperwork. This has not yet been put into action. I have contacted them again and asked for a list of officers for our wards together with contact details and to start supplying the monthly reports asap. I have given them our current meeting schedule to enable them to plan visits to meetings.

29.02.24 – Teams meeting with TCBC Officers Louise Powell & Ryan Pattimore

Attended by Cllr Matthews and I.

The meeting was to discuss litter bins replacement and additions. The Officers said that another bin at Dyke Field would likely be ok, they will check on access to confirm. Installing a bin close to the kissing gate at Stonebridge Park could be an issue as it needed to be checked who owns the land. The Officers were not opposed to finding a location close by which was on TCBC land but if not, Bron Afon would need to be approached to see if they would agree to install one and empty it. The missing bin outside the Cricket/Rugby Club will be investigated and replaced. Additional bins will cost £324 each including installation. We asked if we could have a map showing locations of bins in the ward which Officers agreed would be useful to us, Clerk to add to the next Partnership meeting to request TCBC gives access to maps for Clerks to have information on land ownership, locations of bins and lampposts etc..

19.03.24 – Torfaen Museum's Nicole Dicker

Attended by Cllrs O'Dobhain, Matthews & I.

Nicole showed us the photos and information she had gathered. The layout, size and quality of the booklet was discussed. I have shared with Nicole the photos and memories of the ward that have been collated from our recent Facebook request and she is continuing to research more options for content. Another meeting will be scheduled in 6

weeks to progress.

**Other business being addressed:**

- Liaising with TCBC & Bron Afon to plant trees – this is progressing. Bron Afon have planted the infill to the hedge at Royal Oak Green and also some trees at Llanyrafon Square. The Ash tree has been retained for the time being for ecological reasons. It is hoped the invoice for the work can be obtained and paid prior to year end. TCBC have not yet confirmed the planting of the cherry blossom trees at the Boating Lake or the replacement trees at White House Rd. I hope to receive a response in time for the meeting.
- Actioning matters arising from Council meetings.
- Actioning matters reported by individual Councillors where appropriate.
- Preparing for Year End – I am busy preparing for year end and the upcoming audits. I will present the final accounts at our April meeting once all the figures can be settled at the end of March. I have reviewed Councils main policies and procedures for acceptance, and they are attached to the meeting paperwork and detailed on the accompanying agenda.

**8. Planning Applications considered in advance of this meeting of Council:**

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|---------------------|---|---|-------|
| MMCA/23/P/0432/FUL  | Construction of single storey timber structure to act as additional teaching/community space for classrooms | Crownbridge school and Croesyceiliog school, Turnpike Road, Croesyceiliog | Noted |
| CPULLE/24/P/0144/HH | Proposed First Floor Extension to Front of House to provide new bedroom                                     | The Orchard, The Highway, Croesyceiliog                                   | Noted |
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**9. Members Reports – Meetings of Outside Bodies:**

- Cllr V Williams – attended a meeting at Torfaen Community Transport – the organisation are very busy with many long term hirers
- Cllr D Williams – attended a Friends of Bruchsal Trust Fund meeting – they are considering plans and arrangements for visitors from Bruchsal
- attended a meeting at TMT – at the time they were looking to interview for a changed structure but is not sure how it concluded
- Cllr C Crick – attended a meeting at TMT where it was confirmed they have recruited a Museum Services Manager by internal appointment which will be announced at the next board meeting
- Attended a meeting at CCYP – there are concerns in terms of funding and they will report to both community councils regarding options as it would be a shame if any services are cut.
- Cllr S Matthews – attended a Friends of Bruchsal meetinh
- Attended a meeting at the Congress Theatre – bookings are looking positive. Torfaen have recently completed works to the roof but there is a small leak so they will be returning. There is also an issue with the air conditioning unit which will be inspected by TCBC. The CT are also seeking additional funding sources.
- Attended Cwmbran Community Council’s presentation evening to voluntary bodies

**10. Items for consideration:**

- 10.1 Torfaen Tourism Association – Members agreed not to support this time but to advise them that any future applications should provide more information
- 10.2 TCBC – Consultation of the revision of statement of principles under the Gambling Act 2005 – members agreed any comments to be referred to TCBC

- 10.3 Financial support for Blaen Bran Community Woodland – Cllr D Williams to contact Llanyrafon Primary School, Cllr S Matthews to contact Croesyceiliog Primary school to determine interest, if schools are interested members agreed to fund coach at a cost of approximately £250 per school.
- 10.4 Financial support for The Hwb/Padel summer event – members agreed to match fund £150
- 10.5 Financial support for National Eisteddfod 2024 – Members agreed not support this year as they are concentrating on local organisations
- 10.6 Approval of recently reviewed Council policies and procedures – Members agreed that if the Clerk feels any policies are missing, to contact One Voice Wales, and that members support the Clerk in suggesting any additional policies

**11. Any Other Business**

- TVA Awards – Cllr D Williams to find out the closing date – members agreed to defer to a future meeting to consider the councils financial position
- CLCC Income and expenditure – The Clerk highlighted the accounts document which details income and expenditure and advised members its not yet year end but will report year end I&E at the next FC meeting

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| <b>12.</b> | <b>Date of Next Meetings</b><br>Business Planning Meeting – Wednesday 10 <sup>th</sup> April 2024 commencing 6.00pm<br>Full Council Meeting – Monday 22 <sup>nd</sup> April 2024 commencing at 6.00pm |
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There being no further business to discuss, the meeting was concluded at 7pm

Signed:..... (Chair) – 22.04.24