



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

**MINUTES OF MEETING
BUSINESS PLANNING COMMITTEE
Wednesday 11th September 2024 AT 6.00PM**

Present:

Cllr C Crick (Chair)
Cllr S Matthews

Cllr D Williams
Cllr V Crick

Sian Davies, Clerk
Kelly Lewis, Administrator

** All members were invited to attend the meeting, Prior to the meeting the present members agreed that Cllr V Crick to stand in as a committee member to allow the meeting to be quorate and proceed **

1. Apologies

Cllr J Boycott, Cllr N Davies, Cllr V Williams, Cllr S O'Dobhain

**2. Presentation/Workshop
None**

3. Declarations of Interest

Cllr C Crick – Torfaen Museum Trust
Cllr D Williams – Torfaen Museum Trust

4. Minutes of Business Planning Committee Meeting 10th July 2024

Members received and considered the Minutes of the BPC Meeting 10th July 2024.

RESOLVED: Members approved the Minutes

5. Matters Arising

Cllr C Crick – advised members that the interim manager at CCYP is working to address any concerns which is reassuring as a board member. He had requested a grant application form be submitted to the Council for improved security on the area around the Centre

Cllr D Williams – advised members that he attended a meeting with Llanyrafon football club and TCBC and that TCBC's contractor will provide a quote for a green path installation and feels progress is being made. The football club will be invited to submit a grant application form to CLCC to support the project.

6. Review of Project Plan & Planting Suggestion List

The updated plan was discussed and:

- Identification of sites for tree & flower planting – members agreed to review and prioritise items on the planting list to be quoted by TCBC to supply and plant. It was agreed to

concentrate on flower planting on the roundabouts in Croesyceiliog, Llanyrafon, The Grange Hospital and Edlogan Way. Members asked the Clerk to contact Croesyceiliog Primary for an update on the planting project. Members also discussed tree planting and agreed to concentrate on 5x Rowan trees at Woodland Road memorial area, a Downey Birch on Caerwent Road (Cllr S Matthews to identify location), and 2x cherry trees on Garw Wood Drive. Permission to be sought from BA/TCBC and quotes from TCBC.

- Traffic survey on the Highway – Speed information received and circulated to members
- Riverbank erosion – work has started this week, Cllr S Matthews to discuss the planned works with Carys Williams, TCBC
- Memorial area - The Padel owner has agreed to not book the courts or the all-weather pitch during the service. He also offered use of the Padel gazebo, it's canteen area with tea and coffee facilities and one court provided its surface is protected for use to provide refreshments after the service. A bugler and piper will be provided by the Veterans association and representative of the Armed Forces are in hand. Members were advised that following a meeting with the veteran's service, the addition of benches would provide an opportunity for visitors to sit and reflect, and a Union Jack flag to be raised at the service. The administrator will source costs for benches and flag.
- Christmas Tree Lights - This will be queried at the forthcoming meeting with the Padel owner when making final arrangements for the above memorial dedication service.

7. Items for discussion

7.1 Charter between Torfaen and Community Councils

Members reviewed and discussed the draft charter and made suggestions of additions, changes and the implementation of the Charter. The Clerk will redraft the Charter to include member's suggestions and share with members for approval. Subject to Council the draft could then be discussed with David Leech.

7.2 75th Anniversary Booklet Costs, Logos & Content

The Clerk advised members that following a meeting with Torfaen Museum Trust, they acquired 3 costs for printing and found that Promocorp was the most competitive and have been reliable when used previously. Distribution and any museum costs were discussed, and it was agreed that the CLCC and Torfaen Museum Trust logos should be included in the booklet. It was suggested that a newsletter could be sent with the booklet which was agreed by members. It was suggested the previous Chairman's annual 2023/24 report could be included, and Cllr S Matthews would liaise with the Clerk. Members proposed a budget of £5000 to complete the project which will be put to the next FC meeting to approve.

7.3 Memorial Dedication Budget

Members proposed a budget of £500 for the Memorial Dedication Service which will be put to the next FC meeting to approve.

8. Any other business

Cllr V Crick advised members that the Friends of Bruchsal had sent a letter of thanks as a response to a letter sent by Cllr Crick which acknowledged flooding in their area. Cllr Crick advised members that members of FOB will be looking for a place to stay during their upcoming visit which will be shared at FC meeting.

Next Meeting – 9th October 2024

There being no further business to discuss, the meeting was closed at 8.15pm

Signed:.....(Business Planning Committee Chair) – 9.10.24