



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

MINUTES OF THE ANNUAL MEETING
MONDAY 19 MAY 2025 AT 6.00PM, COUNCIL CHAMBER,
WOODLAND ROAD SPORTS & SOCIAL CENTRE, CROESYCEILIOG

Present: Cllr S Matthews (Chair) Cllr C Crick Cllr D Payton
Cllr V Williams Cllr D Dewar Cllr V Crick
Cllr N Davies

In attendance:

Sian Davies, Clerk

Kelly Lewis, Administrator

Cllr S Matthews Chaired the meeting until the new Chair was elected. The meeting was then chaired by Vice-Chair Cllr V Crick.

1. Elect a Chairman of the Council

Members proposed and seconded the election of Cllr J Boycott

RESOLVED: Cllr J Boycott was unanimously elected as Chair for the Council year 2025/26 and will be asked to confirm Acceptance of Office at the next Full Council meeting .

2. Elect Vice-Chairman of the Council

Members proposed and seconded the election of Cllr V Crick

RESOLVED: Cllr V Crick was elected as Vice-Chair for the Council year 2025/26 and subsequently confirmed the Acceptance of Office.

3. Retiring Chairman's Annual Report

The retiring Chairman's report was conveyed to members during the meeting and thanks to all members, the Clerk and Administrator for their support were reiterated during the meeting. Members also thanked Cllr S Matthews for receipt of the informative report and the work as Chair over the council year, and it was agreed the report will be circulated to members

Cllr S Matthews also notified members of the passing of 2 local residents, Reverend Canon Harald Thomas and Paul Austin, both of whom have made remarkable contributions within the community, and members agreed have helped to shape Cwmbran over the ~~local~~ **past** 40-50 years. Members held a minute's silence in remembrance.

RESOLVED: Members noted

4. Apologies

Cllr J Boycott, Cllr M Price, Cllr D Williams

5. Minutes

The Minutes of the Annual Meeting held 20 May 2024 were received and noted.

RESOLVED: The Minutes had been approved and signed at 24th June 2024 Ordinary meeting. The minutes from this meeting will be presented to Full Council at the next meeting.

6. Business Planning Committee

(i) Membership of the Business Planning Committee

Members considered the membership of the Business Planning Committee and nominations were received.

RESOLVED: Members agreed the membership of the Committee: Cllr S Matthews (Vice Chair BP), Cllr J Boycott (Ex Officio), Cllr C Crick, Cllr N Davies, Cllr M Price, Cllr D Dewar, Cllr D Williams, Cllr D Payton, Cllr V Crick Members resolved to increase the numbers of the committee from 7 to 9 to assist with being quorate, as this is occasionally an issue. The Terms of Reference for the Business Planning meetings to be altered to reflect this change.

(ii) Election of Chairman to the Business Planning Committee

Members received a nomination and seconded for the Chair of the Business Planning Committee.

RESOLVED: Members approved Cllr C Crick as Chair of the Business Planning Committee for 2025/26.

7. Local Community Resilience Committee

(i) Membership of the Local Community Resilience Committee

Members considered the membership of the Committee and nominations were received.

RESOLVED: Members agreed the membership of the Committee: Cllr M Price (Chair) Cllr J Boycott (Ex Officio), Cllr S Matthews, Cllr V Crick, Cllr D Dewar, Cllr D Williams, Cllr V Williams, Cllr D Payton. Members resolved that to assist with being quorate, the Terms of Reference for LCRC meetings should be reduced from 4 Members to 3 Members to be quorate, as this is occasionally an issue. The Terms of Reference for the Local Community Resilience meetings to be altered to reflect this change.

(ii) Election of Chairman to the Local Community Resilience Committee

Members received a nomination and seconded for the Chair of the Local Community Resilience Committee.

RESOLVED: Members approved Cllr M Price as Chair of the Local Community Resilience Committee for 2025/26

8. Appointment of Representatives to Outside Bodies for 2025/26

Members considered appointments to Outside Bodies for the ensuing year. It was also suggested that an enquiry is sent to Llanfrechfa Village Association to determine if they are still meeting, David Leech, TCBC is contacted regarding LCPC to enquire the date for the next meeting relating to the charter, Reverend Boxall is asked to provide members with a report following governor meetings at Llanyrafon Primary School

RESOLVED: Members agreed the appointments as follows:

| Outside Body | CLCC Representative |
|---|--|
| Armed Forces Covenant | Cllr Stewart Matthews |
| Congress Theatre Management Committee | Cllr Stewart Matthews |
| Cwmbran Centre for Young People (CCYP) | Cllr Nigel Davies Cllr Colin Crick |
| Friends of Bruchsal Management Committee | Cllr Darrell Dewar Cllr Stewart Matthews |
| Friends of Bruchsal Trust Fund | Cllr David Williams Cllr Stewart Matthews Cllr Darrell Dewar |
| Greenmeadow Community Farm | Cllr Stewart Matthews |
| Llantarnam Grange Arts Centre | Cllr Veronica Crick |
| One Voice Wales Gwent Valleys Area Committee (Quarterly) | Cllr Stewart Matthews Cllr Nigel Davies Cllr Daniel Payton (Reserve) Clerk to the Council |
| One Voice Wales Larger Councils Committee | Cllr Colin Crick Clerk to the Council |
| HM Prison Usk & Prescoed – Prison Council Liaison Meetings (PCLM) | Cllr Veronica Crick |
| Mic Morris Trust | Cllr Sean O'Dobhain |
| Torfaen Aids for the Disabled | Cllr Vicki Williams |
| Torfaen Community Transport | Cllr Vicki Williams |
| Torfaen Environment Trust / Torfaen Environmental Association | Clerk to the Council |
| Torfaen Local Partnership Committee (LCPC) | Cllr Stewart Matthews |

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| | Cllr Nigel Davies Clerk to the Council |
| Torfaen Museum Trust | Cllr Daniel Payton |
| Torfaen Voluntary Alliance (TVA) | Cllr Veronica Crick |
| Minor Authority Representative on the Board of Governors at: | CLCC Representative |
| Croesyceiliog Primary School | Cllr Jo Boycott |
| Llanyrafon Primary School | Reverend Boxall |

9. Cycle of Meetings 2025/26

Members considered the cycle of meetings for 2025/26.

RESOLVED: Members agreed the cycle of meetings for the forthcoming year and agreed that the new Local Community Resilience Group dates will be dependent on TCBC

| 2025 Meetings | |
|---------------------|--|
| 19 May 6.00pm | Annual Meeting & Ordinary Full Council |
| 11 June 6.00pm | Business Planning Committee |
| 23 June 6.00pm | Ordinary Full Council |
| 9 July 6.00pm | Business Planning Committee |
| 28 July 6.00pm | Ordinary Full Council |
| August | RECESS |
| 10 September 6.00pm | Business Planning Committee |
| 22 September 6.00pm | Ordinary Full Council |
| 8 October 6.00pm | Business Planning Committee |
| 27 October 6.00pm | Ordinary Full Council |
| 12 November 6.00pm | Business Planning Committee |
| 24 November 6.00pm | Ordinary Full Council |
| December | RECESS |
| 2026 Meetings | |
| 14 January 6.00pm | Business Planning Committee |
| 26 January 6.00pm | Ordinary Full Council |
| 11 February 6.00pm | Business Planning Committee |
| 23 February 6.00pm | Ordinary Full Council |
| 11 March 6.00pm | Business Planning Committee |

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| 23 March 6.00pm | Ordinary Full Council |
| 8 April 6.00pm | Business Planning Committee |
| 27 April 6.00pm | Ordinary Full Council |
| 13 May 6.00pm | Business Planning Committee |
| 18 May 6.00pm | Annual Meeting & Ordinary Full Council |

There being no further business to discuss, the meeting was concluded at 6.40pm

Signed:..... (Chair) – 23.06.25