



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

Minutes of the Full Council Meeting held on
Monday 22nd September 2025 at 6.00pm
Council Chamber, Woodland Road Sports & Social Centre, Croesyceiliog

Present: Cllr J Boycott (Chair) Cllr D Dewar
Cllr D Williams Cllr N Davies
Cllr S Matthews Cllr V Williams
Cllr M Price Cllr L Boycott

Sian Davies, Clerk
Kelly Lewis, Administrator
James Llewellyn, PCSO, Gwent Police
Hannah Yates, PCSO, Gwent Police
Mark Thomas, Neighbourhoods and Environment, TCBC (via Teams)
Mike Sweeney, Highways and Infrastructure, TCBC (via Teams)

1. Apologies for absence

Cllr V Crick, Cllr C Crick, Cllr S O'Dobhain

2. Declarations of Interest

Cllr J Boycott – The Community Garden

Cllr M Price – Hwb, The Community Garden

3. Minutes

3.1 Minutes of the Full Council Meeting held 28th July 2025 were approved as an accurate record

RESOLVED: Members approved.

Proposed by Cllr D Williams, seconded by Cllr V Williams: **agreed** unanimously

3.2 **Matters Arising from the Minutes of the Full Council meeting held on 28th July 2025.**

No matters arising

3.3 **To receive draft minutes of Business Planning Committee of 10th September 2025**

Members noted.

3.4 **To receive draft minutes of Local Community Resilience meeting of 17th September 2025**

Draft minutes were not shared due to awaiting information from meeting attendees

4. Financial Reports and Statements

4.1 Bank Statements

Bank Statement and Visa Card Statements.

RESOLVED: Members noted the statements.

Approved by Cllr D Williams, seconded by Cllr S Matthews: **agreed** unanimously

4.2 Cheque and Direct Debits Payments List

Cheque and direct debits payments list was received & approved.

RESOLVED: Members approved

Approved by Cllr S Matthews seconded by Cllr N Davies: **agreed** unanimously

4.3 **To receive the monthly Financial Report up to 22.09.2025**

RESOLVED: Members noted.

5. Presentations & Representations

5.1 James Llewellyn PCSO and Hannah Yates PCSO, Gwent Police

PCSO James Llewellyn advised members that the latest crime report has not yet been shared but will be in due course.

Members were advised that PCSO Llewellyn now covers Llanyrafon, Ponthir and Coed Eva, and that a police surgery has been arranged with Cllr D Williams at 10am on 24th September at Llanyrafon Methodist Church, inviting members to share questions, concerns and receive crime prevention advice, and was advised the surgery is open to residents who reside both within and outside the Llanyrafon wards. Members were also advised that a speed operation has recently been conducted on Llanfrechfa Way, and stats had been shared with members.

Members queried how Gwent Police will support residents with upcoming festivities and was advised that for any residents who don't wish to celebrate Halloween, posters will be available to be delivered or can be downloaded online. An increased police presence is also expected over the Christmas period including monitoring shoplifting and providing advice on crime prevention.

Members were advised to contact PCSO Alex Rouf regarding arrangement of a police surgery within Croesyceiliog. The PCSO's were thanked for attending the Family Fun Day which was enjoyed by families, as well as the Full Council meeting, and members announced that they look forward to receiving a crime report shortly.

5.2 Mark Thomas TCBC – Neighbourhoods and Environment

Mark Thomas and Mike Sweeney introduced members to their presentation, Flood Risk in your Community. Members were advised that the purpose of the presentation was to highlight Torfaen Council's ambitions to work with the Community Council and in particular promote flood risk awareness and resilience. The local flood risk strategy outlines the council's ambitions which aim to achieve objectives to work collaboratively with communities as a shared approach to identify areas of risk, communicate risk, and provide skills to engage with the Borough Council to raise awareness and resilience to prepare and prevent flood risk within high-risk areas.

The council's actions to prepare for flooding include monitoring and maintenance of culverts, and providing a new development, flood sacks which work in the same way as sandbags but are more resilient, flat packed so easily transportable and have been trialled to be used to divert water courses, as well as creating a barrier within doorways and gateways, providing a dual use.

Members questioned the council's schedule of drain cleaning and was advised that the schedule is currently behind schedule due to several reasons, but that equipment and the maintenance team have been increased, and that areas at increased risk of flooding are prioritised.

Mark and Mike advised members that a community flood action group would provide an opportunity for community members to work with TCBC collaboratively to address the council's objectives to spread awareness, prepare for and take action during a flood event.

Cllr S Matthews raised concerns regarding the effectiveness of historical bunds, sewage leaks within the Afon Llwyd and local allotments which have flooded in previous storms. Mike Sweeney suggested arranging a site meeting to discuss the bunds within the area, and assured members that previous concerns raised by the Community Council relating to sewage and allotment flooding had been reported to the relevant officers, but that the items could also be discussed during a site meeting to discuss any areas of flood risk concern, as the information could be beneficial.

Members thanked the Torfaen Officers for their presentation and agreed the Clerk would be in contact to arrange a site visit to further discuss local flood risk.

6. Chair's Announcements

- Cllr J Boycott attended the VJ Day ceremony at St Peter's Church

7. To receive the Clerk & Administrator Reports

Members noted.

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

MMCA/25/P/0399/HH	Proposed three storey rear extension; front entrance alterations including new gate, wall and enlarged driveway; replace garage door with bi-fold doors for gym; pergola in rear garden; and vehicular access, wall, gate and car port to rear	Wellswood, Highfield Close, Llanfrechfa	Being considered
CPULLE/25/P/0486/FUL	Construction of temporary car parking for 150 spaces using a specialist porous ground support matting with link to existing overflow car park. A low level timber knee rail is also proposed to establish a boundary and prevent cars parking outside of the designated area. The parking is require to facilitate works elsewhere on the site relating to the health boards decarbonisation programme.	Land To The South Of Existing Overflow Parking, The Grange University Hospital, Llanfrechfa	Being considered
MMCA/25/P/0499/FUL	Proposed single storey side extensions to existing bungalow under class C2 (Children's Home)	19 The Paddocks, Llanyravon, Cwmbran	Being considered
SPRI/25/P/0520/HH	Roof space conversion with dormers and ground floor extension. Additional parking space.	9 Chapel Lane, Croesyceiliog, Cwmbran	Being considered
SPRI/25/P/0530/HH	Site a single-storey, three-walled wooden garden structure	Pinewood, Crown Road, Llanfrechfa	Being considered

9. Member Reports – Meetings of Outside Bodies

- 9.1
- Cllr N Davies attended a CCYP Management Committee meeting
 - Cllr S Matthews attended a VJ Day ceremony at The TA Centre
 - Cllr V Williams, Cllr D Williams and Cllr J Boycott attended the family fun day at Woodland Road which was well attended and a lovely day

10. Items for Consideration

10.1 Remembrance Sunday (services, representatives, clergy, wreaths, cleansing)

Members discussed arrangements for Remembrance Sunday services and **agreed** the following unanimously:

- The Clerk will contact the church to arrange attendance of clergy at Woodland Road Sports and Social Centre Remembrance Service.
- The Clerk will order wreaths to be laid at the services
- Cllr S O'Dobhain will read the roll of remembrance as volunteered at Woodland Road Memorial Service
- Cllr S Matthews to maintain the memorial area at Woodland Rd prior to the service
- Cllr D Williams will attend the remembrance service at Old Cwmbran
- Cllr S Matthews will attend the remembrance service at Pontnewydd
- The Clerk will check whether Cllr V Crick will be attending Pontrhydyrun Baptist Church remembrance service

10.2 Grant Meeting and Presentation Evening

Members suggested Tuesday 9th December would be a suitable date for the Grants Evening, to be confirmed with Llanyrafon Social Centre. It was also agreed the buffet choices and budget to be the same as the previous year. Council approved of a special annual Grant Allocation meeting to sign off on the annual grant applications received. The first is to be held on 15th October at 6pm
Members **agreed** unanimously

10.3 Consideration of a nominee for TCBC's Ethics and Standards Committee

Members decided that the procedure in how the representative is determined would be queried at the partnership meeting the following day and agreed that the process should be fair and equitable. Members nominated Cllr N Davies is considered for the committee.
Proposed by Cllr D Williams, seconded by Cllr V Williams, **agreed** unanimously

11. Any Other Business

11.1 Croesyceiliog RFC Project Grant Request

The Clerk will draft a response email addressing members decision of the grant request
Members **agreed** unanimously

11.2 Hwb Report

Members thanked Hwb for their report and noted their attached invoice. Payment of the invoice was agreed
Proposed by Cllr S Matthews, seconded by Cllr N Davies, **agreed** unanimously

11.3 Minor Authority Governor Vacancy, Llanyrafon Primary School

Cllr D Williams advised members that due to the retirement of Rev. Boxall a vacancy for a minor authority governor has arisen for Llanyrafon Primary School governing body who will be contacting the Community Council, but wanted to make members aware should they wish to express an interest.
Members noted

11.4 Town Centre Board

Cllr D Williams advised members that after following up the Town Centre Board regarding the suggestion of a Deputy nominee, he was advised that the board are still debating the composition of the board but that the suggestion was still open. Members noted

12. Date of Next Meetings
Local Community Resilience Meeting – TBA Business Planning Meeting – Wednesday 08.10.2025 commencing 6pm Full Council Meeting – Monday 27.10.2025 commencing at 6pm

There being no further business to discuss, the meeting was concluded at 7.15pm

Signed:..... (Chair) – 27.10.25