



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

**MINUTES OF MEETING  
BUSINESS PLANNING COMMITTEE  
Wednesday 11<sup>th</sup> February 2026 AT 6.00PM**

**Present:**

Cllr C Crick (Chair)

Cllr D Dewar

Cllr S Matthews

Cllr J Boycott (Ex Officio)

Cllr D Williams

Cllr N Davies

Sian Davies, Clerk

Kelly Lewis, Administrator

Becky Lewis, Torfaen Museum Trust

**1. Apologies**

Cllr V Crick, Cllr M Price

**2. Presentation/Workshop**

**Torfaen Museum Trust**

Members were presented with an overview of the projects undertaken to date and future projects within the community. Becky advised members that works are continuing with Torfaen schools conducting workshops, and outreach visits working in partnership with the library as a base and sharing resources. Workshops have also been arranged further afield.

Members were advised that the museum is currently working on a large project with the mathematics department at Croesyceiliog School, which involves exploring Cwmbran in the 1950's, comparing costs and exploring inflation. As part of the project, Years 8 and 9 will be presented with a video prepared by the museum, with an opportunity to peruse documents, images and handling collections from the library and archive for students to look at. Becky advised they are hoping it will provide an opportunity to connect with more of the teachers at the school to explore opportunities to support other subject areas within the curriculum.

The museum is continuing to support community groups and events including the Christmas Cavalcade in Pontypool Town Centre, Cwmbran Nursing Homes, Warm hubs and dementia groups at Age Connects

Within the next month the museum will be supporting the National Literacy Trust with 'The Voices of the Future project' which involves connecting people with their heritage with powerful stories of social change relating to the Chartism movement. The project will lead a workshop based on what life was like during this time.

Projects have also involved supporting different organisations and Cwmbran heritage sites including Llanyrafon Mill who were very supportive offering time, stories, objects, photographs and documents of the mill's history, and Llantarnam Grange who are celebrating their 60<sup>th</sup> birthday this year. Images and information from the museums library and archive have also been shared for their birthday exhibition. Llanyrafon manor has also benefited from accessing the museum's manor photographs and ephemera which will be used for open days and exhibitions in the future. The museum is also currently involved in collecting oral histories based on the industries of Cwmbran such as Burtons, Girling's, Saunders Valve and Alfa Lava Limited.

Going forward the museum are planning to continue to collect oral histories, memories and stories by approaching the community such as church halls, community centres and libraries. Their aim is to support these sessions with items from the museum's library and archive, whilst continuing to build relationships with schools and community groups.

Members shared ideas of local groups who may benefit from liaising with the museum as well as local groups who may hold valuable local history knowledge to support the museum's projects

Members were pleased with the progress and found the presentation very interesting and thanked Becky for her attendance.

**3. Declarations of Interest**

Cllr J Boycott – Community Garden

**4. Minutes of Business Planning Committee Meeting 14<sup>th</sup> January 2025**

Minutes of the Business Planning Meeting held 14<sup>th</sup> January 2025 were approved as an accurate record

**RESOLVED:** Members approved the Minutes

Proposed by Cllr N Davies seconded by Cllr D Williams, **agreed** unanimously

**5. Matters Arising**

None

**6. Review of Project Plan & Planting Suggestion List**

The updated plan was discussed and:

**-Trees and flowers** – Submitted and agreed locations of Cherry Trees have been sent to Kris Thobroe of TCBC. Waiting on approval by him. Still no word regarding the maintenance of the planters at the Co-op, The Clerk has sent a reminder and is awaiting an update

**-Riverbank Erosion** –members advised that in recent weeks there has been a lot of rain and Llanyrafon Golf Club has had some flooding. Mike Sweeney provided an update regarding the riverbank erosion advising the site visit with Cllr S Matthews is not yet completed and will therefore contact Cllr Matthews to arrange a further site visit

**-Telephone box** – discussed in item 7.2

**-Outdoor exercise equipment** – Cllr D Williams advised members the exercise equipment installed near the skate park has been completed and suggested Council email's TCBC to determine the future of the existing equipment – Cllr D Williams to share contact information with the Clerk

**-Planting list** – Site suggestions shared with TCBC following previous meeting have been completed

-Cllr S Matthews advised members that a resident suggested renewal of bins at the boating lake car park - Clerk will contact TCBC

-Cllr D Williams advised members that TCBC have arranged an open day on 21<sup>st</sup> February at Millwood regarding a volunteering opportunity for local residents to maintain the area- Cllr Williams suggested it would be beneficial to install a bin at either end of the words and a noticeboard. Clerk to obtain costs for bins and signage for members to consider as an ongoing project

- The Clerk suggested purchasing a microphone and speaker system to be used by council at events – members agreed to the Clerk obtaining quotes to consider

- Cllr S Matthews – suggested the council purchase equipment to better facilitate virtual meetings in chambers – members agreed to the Clerk to obtain costs and report back to meeting

- Cllr C Crick reminded members any project suggestions are welcomed

-Cllr J Boycott suggested considering a community project to support residents' health and wellbeing, noting that resilience meetings have highlighted cardiac concerns, and suggested it may be an opportunity to work collaboratively with Hwb to offer opportunities. Cllr D Williams suggested inviting Richard Davies a resident within the community who currently offers mindfulness sessions and may be interested in supporting the project idea

## **7. Items for Discussion**

### **7.1 Support for the Urdd Eisteddfod 2027**

When giving apologies, Cllr V Crick suggested supporting the request if schools within the local community were participating. The Clerk will respond to the email asking whether the schools within the community are participating.

### **7.2 Red Telephone Box Project Update**

The Clerk reported an update on the phone box, advising members that BT advised the telephone box was decommissioned, and therefore contractors were instructed and began dismantling side panels and door. The contractors found the electricity was still live and left the site for approx. 20mins to gather additional tools. During this time the dismantled parts were removed from the site by a scrap merchant, and on their return the contractors reported the missing parts to council and the police. A resident within the community shared a photograph of the car and person who removed the panels which was shared with the police, but the police advised there was insufficient evidence to investigate. The Clerk contacted the Sergeant regarding council's disappointment at the lack of support. Councillors canvassed the local area, and a Facebook post was added by Council and Ben Black, Cwmbran Life. The Clerk later received a phone call from the person who removed the panels who advised they were told the panels were scrap and offered to return them. The panels were returned to the contractors yesterday and a Facebook post was added to give thanks to residents for sharing the Facebook post and the person who contacted Council and returned the panels.

The Clerk liaised with BT regarding the live electricity feed who initially advised the box was decommissioned. The Clerk requested the electricity feed is removed but was advised it must be undertaken by a BT contractor. Therefore, the Clerk contacted BT's contractor, National Grid, and a request was sent to complete the works. National Grid have since inspected the phone box and switched off the electricity to make it safe. The Clerk was advised that payment is required to remove electrics and is awaiting a quote but has been given a ballpark figure of approx. £1,000 and has requested permission from members to move the project forward. Members were pleased the site is safe, and suggested the Clerk proceed with a sensible quote and report back to members to move the project forward

Members reiterated the fault lies with BT, as council were advised the box was unlocked, decommissioned and all goods removed and will therefore consider escalating their concerns further after seeking advice through the council's insurers, but will move the project forward firstly.

Members thanked the Clerk for the works undertaken regarding the phone box project and Ben Black, Cwmbran Life for raising awareness thus supporting the council in retrieving the panels. Members suggested the Sergeant is invited to future meetings to discuss member's questions and concerns relating to the community.

It was suggested approval to move the project forward by instructing National Grid to remove the electricity feed from the phone box provided a sensible quote is obtained:  
Proposed by Cllr S Matthews, seconded by Cllr N Davies, **agreed** unanimously

### **7.3 Torfaen Playscheme Update**

An email from Torfaen Play was shared with members, Cllr S Matthews reiterated council's decision to support the previous financial year, and the upcoming financial year would be dependent on the grant form received, with the inclusion of additional information required to consider the application. Members to send any additional questions they feel would be beneficial to include within the application form to the Clerk to be collated and agreed by members

7.4 **Cwmbran Council – Town of Culture**

An email from Cwmbran Community Council was shared with members, noting the initial discussion to be held on 17<sup>th</sup> Feb at 3pm at Cwmbran Community Council. Council leader and Chair to attend the meeting and report back at FC the following week, members agreed they are open to the idea

8. **Next Meeting – Wednesday 11<sup>th</sup> March 2026**

There being no further business to discuss, the meeting was closed at 7.40pm

Signed:.....(Business Planning Committee Chair) – 11.03.26