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

# Minutes of the Full Council Meeting held on Monday 26th October 2026 at 6.30pm Council Chamber, Woodland Road Sports & Social Centre, Croesyceiliog

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

Sian Davies, Clerk
Kelly Lewis, Administrator

**1. Apologies for absence**
Cllr D Williams, Cllr J Boycott, Cllr M Price

**2. Declarations of Interest**
None

**3. Approval of the Minutes of the Full Council meeting held on 28th September 2026**

3.1 Minutes of the Full Council Meeting held 28th September 2026 were approved as an accurate record.
**RESOLVED:** Members approved.
Proposed by Cllr V Williams, seconded by Cllr D Dewar: **agreed** unanimously.

3.2 **Matters Arising from the Minutes of the Full Council meeting held on 28th September 2026.**
None

3.3 **To receive draft minutes of Business Planning Committee of 14th October 2026**
Members noted minutes. Cllr C Crick advised members the minuted presentation from Hwb would be good to use as council PR and proposed it is published and utilised on the website to promote how the Community Council has supported Hwb and would also be useful to share within a One Voice Wales meeting.
Proposed by Cllr C Crick, seconded by Cllr D Dewar: **agreed** unanimously.

3.4 **To receive the notes of the recent Events Task & Finish Group**
Members noted.

**4. Financial Reports and Statements**

4.1 Bank Statements
Bank Statement and Visa Card Statements.
**RESOLVED:** Members noted and accepted the statements.
Proposed by Cllr C Crick, seconded by Cllr D Dewar: **agreed** unanimously.

4.2 Cheque and Direct Debits Payments List
**RESOLVED:** Members noted and accepted the list.
Proposed by Cllr C Crick, seconded by Cllr D Dewar: **agreed** unanimously.

4.3 To receive the Financial Report for October 26
**RESOLVED:** Members noted and accepted the report.
Proposed by Cllr C Crick, seconded by Cllr D Dewar: **agreed** unanimously.

**5. Presentations & Representations**

5.1 None

**6. Chair's Announcements**

Cllr V Crick - attended Cwmbran Community Council's Caribbean evening with Cllr C Crick – members were advised it was a fabulous evening, and it was lovely to see the communities together. Cllr C Crick advised it was a worthwhile event and extended his congratulations to Cwmbran Community Council.

- attended the Friends of Bruchsal meeting – the organisation is still pursuing work and are currently making changes to the signatories. A new Chair has been appointed, and the organisation are intending to be more proactive, including the production of a flyer to be distributed. FOB is awaiting confirmation of a meeting date with Bruchsal to discuss visit dates for 2027, which are currently difficult to determine due to the pre-election and election periods, but a political and community visit will be arranged for 2027. Members were also advised that the Friends of Cwmbran website is worth looking at as it is very informative and includes information relating to the FOB visit and a tribute to Stuart Cameron.

Members queried the purchase of conference equipment for Chambers which may be useful for meetings including FOB as previously mentioned,

**ACTION:** the Clerk to explore options.

**7. To receive the Clerk & Administrator Reports**

7.1 The Clerk advised members of the Torfaen Deal Partner meeting and information relayed regarding The Deal but advised that other than the meeting attended, Council have not received information regarding the scheme, and that further information would be requested. Members suggested any information received could be shared with Hwb who also provide leisure facilities that may be relevant.

**ACTION:** Clerk to seek further information regarding 'The Deal' and circulate to members.

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

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| AKEL/26/P/0464/TPO | Application to prune TPO Oak tree. | 75 Pettingale Road, Croesyceiliog, Cwmbran | Being Considered |

**9. Member Reports – Meetings of Outside Bodies**

9.1
- Cllr S Matthews – attended the Friends of Bruchsal meeting
- Cllr N Davies – attended the One Voice Wales Gwent Valleys Committee meeting – the main presentation was given by the biodiversity officer – Cllr Davies suggested they visit Torfaen to see the work undertaken and provide advice for future projects. Cllr Davies also shared information regarding the telephone box being repurposed.
- attended the Mic Morris Trust meeting.

- Cllr C Crick attended a CCYP meeting to discuss the HR project – a new manager has recently been appointed and is changing the availability of the centre to meet the needs of the users and overall appears to be doing what needs to be done.

- Cllr V Williams attended the Torfaen Community Transport and Torfaen Community Enterprise meetings and advised that both organisations are doing well. They have seen a reduction in disabled aid users visiting on a Saturday and Cllr Williams suggested promoting their services through leaflets, attending the pop-up market and social media however, although the workload for staff has decreased, the suggestions were considered an increase in workload.

- Members were also advised that there is reduced lighting outside the mobility shop on The Parade.

**ACTION:** Clerk to contact M Cwmbran to highlight members concerns relating to the reduced lighting at The Parade.

**10. Items for Consideration**

10.1 **Remembrance Sunday**

- Poppy wreaths for the upcoming services were distributed to members.
- Members identified that street poppy installation has not yet been completed and has likely been paused due to poor weather.
- Cllr S Matthews visited the Army Reserve Centre regarding plans for a bugler to attend this years' service at Woodland Road, however as they are unavailable for this years' service, arrangements have been secured for their annual attendance at the Woodland Road services starting in 2027.
- The Clerk is awaiting agreement of the order of service from the Chair, once received it will be shared with Cllr V Williams and Rev Pardoe who will also be taking part in the service.
- The service advert has been shared via social media.
- Cllr S Matthews has purchased plants to be planted in the memorial area planters
- Members were advised that other arrangements relating to the service are in hand.

10.2 **Pensions Lead Officer Approval**

TCBC has requested updated information via a completed form regarding Council's pensions lead officer who was previously listed as preceding Clerk, Kim Jones.

**RESOLVED:** Members agreed to appoint the current Clerk, Sian Davies as Pensions Lead Officer. The Chair completed and signed the form to be returned to TCBC.

10.3 **Approval of Annual Grant meeting recommendations and totals**

The Clerk advised members of the agreed annual grant totals for approval:

- Small grants - £17,655
- Larger grants - £23,900

Proposed by Cllr V Williams, seconded by Cllr V Crick: **agreed** unanimously.

10.4 **Recording email correspondence circulated to Members**

Members suggested an overview of relevant email correspondence circulated to members is recorded within monthly Full Council agendas to highlight some of the unseen work and responsibilities of members.

Proposed by Cllr C Crick, seconded by Cllr N Davies: **agreed** unanimously.

10.5 **Hwb SLA Commitment & additional 12k**

Members considered the project grant application and as there were two identified projects they considered each request separately.

- Play park swings – Members considered the application valid and were keen to support it, noting the strong partnership between the Council and Hwb and the value of the park and swings to the community. Although the Council already supports Hwb financially through the SLA, Members agreed that the request should be assessed consistently with other project grant applications. They therefore awarded a grant of £2,500, representing 50% match funding for the project.

Proposed by Cllr C Crick, seconded by Cllr D Dewar: **agreed** unanimously.

- Electrical maintenance – members felt further information regarding the project were required, including what alternative funding streams had been considered to support the works needed, and therefore deferred consideration of the application until further information had been sought.

**ACTION:** Further information to be requested from Hwb.

Proposed by Cllr C Crick, seconded by Cllr D Dewar: **agreed** unanimously.

10.6 **Naming the WR Park as Shae's Park, Croesyceiliog**

Members note Hwb's proposal to name the children's play park Shae's Park.

10.7 **Extending use of Council Chambers**

Members reaffirmed the original agreement designating the chambers for exclusive Council use. Members agreed to maintain sole use of chambers and its amenities to ensure it is kept secure and

in good order, and to ensure availability of the room at any time for Council purposes.

Proposed by Cllr D Dewar, seconded by Cllr C Crick: **agreed** unanimously.

**ACTION:** The Clerk, Chair and Vice Chair to arrange to meet with Hwb to discuss the outcomes of items 10.5, 10.6 and 10.7.

10.8 **Speeding on The Highway**

A copy of Cllr C Crick's original letter sent to TCBC was circulated to members, advising that he is yet to receive a response but is hoping to determine whether TCBC consider the road a danger to residents, whether there is a plan of action to tackle speeding and if not, why not, and any costs associated with making the road safer for both road users and pedestrians. Cllr C Crick proposed members are supportive of his request, members were in agreement that action must be taken to ensure community safety, particularly with the locality of schools.

**RESOLVED:** Members agreed to support, **agreed** unanimously.

**11. Any Other Business**

11.1 **Email re: Boundary Changes from Ponthir**

Members discussed the queries noted within the email from Ponthir Community Council and agreed the Clerk to respond via email.

**ACTION:** Clerk to respond to email.

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| **12.** | **Date of Next Meetings**<br>Business Planning Meeting – Wednesday 11.11.26 commencing 6pm<br>Full Council Meeting – Monday 23.11.26 commencing at 6pm<br>Local Community Resilience Meeting – TBA commencing at 5.30pm<br>Events Task & Finish Group Meetings – on an ad-hoc basis when needed |

There being no further business to discuss, the meeting was concluded at 8.05pm.

Signed:…… (Chair) – 23.11.2026