



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

****Report OF MEETING**
BUSINESS PLANNING COMMITTEE
Wednesday 10th September 2025 AT 6.00PM

Present:

Cllr C Crick (Chair)
Cllr D Dewar
Cllr S Matthews
Cllr M Price

Cllr V Crick
Cllr D Williams
Cllr J Boycott

Kelly Lewis, Administrator

1. Apologies

Cllr D Payton, Sian Davies, Clerk

2. Presentation/Workshop

Donna Edwards-John, TCBC Officer

As Donna Edwards-John was unable to attend, members **agreed** to send an invite for a future BP meeting where all members will be invited to attend.

3. Declarations of Interest

Cllr J Boycott – Community Garden

Cllr M Price – Community Garden, Hwb

4. Minutes of Business Planning Committee Meeting 9th July 2025

Minutes of the Business Planning Meeting held 9th July 2025 were approved as an accurate record

RESOLVED: Members approved the Minutes

Proposed by Cllr S Matthews, seconded by Cllr M Price: **agreed** unanimously

5. Matters Arising

- Cllr D Williams advised members that no response had been received to date regarding a second Community Council representative on the town board but that an update will be requested – members noted.
- Members also **agreed** an email should be sent to Louise Jones-Williams and Richard Selby from both the Chair and Clerk to request minutes from the board's previous meetings as they have not been shared with the Community Council
- Cllr M Price advised members that provided landlord consent is granted, Hwb would welcome the installation of the red phone box at Woodland Road. Cllr Price suggested Dan Oliver, Hwb to be the point of contact for the restoration and relocation of the phone box in order to make enquiries for landlord consent and costs required to complete the project as Hwb are leaseholders. Members confirmed their support for the project.
Moved by Cllr S Matthews, seconded by Cllr M Price. Members **agreed** unanimously

6. Review of Project Plan & Planting Suggestion List

The updated plan was discussed and:

- Tree and Flower Planting – Details for the suggested areas for planting have been sent to TCBC's Veronika Brannovic who is to review as soon as practicable. Cllr S Matthews advised members that during discussions, Bron Afon's tree maintenance employees had advised they were pleased with the partnership between BA and the Community Council, and also that they had recently purchased equipment which will support watering trees. Cllr V Crick suggested any trees that are noticeably struggling should be reported. Cllr D Williams also advised members that during a recent meeting with the Woodland Trust it was apparent they were impressed with the work conducted across Torfaen and a case study was suggested for the area. Members were asked if they would support including Croesyceiliog and Llanyrafon within the case study, members were supportive of the case study. The Chair advised members that any additional planting suggestions should be shared with the Clerk.
- Traffic Survey on The Highway - speed data has again been requested for the latest monitoring. No response has been received to date. An alternative contact is being sought regarding discussions over 20MPH repeater signs. There will hopefully be an opportunity to speak with TCBC Officer Donna Edwards-John if she is able to attend a forthcoming BP meeting. Members reiterated that an email should be sent to the police inspector, with a copy to the Police Crime Commissioner, highlighting the Council's concerns and the implications for its work, and if no response has been received, enquiries should be made to a higher rank regarding the continuing failure of the officers to provide important information to the Council. Cllr D Williams also advised members that a police surgery has been arranged in Llanyrafon Methodist Church on 24th September, members noted
- Riverbank Erosion - No response to the TCBC email regarding the above. The Clerk has chased a response through Members Enquiries as suggested. Members have noticed works being undertaken along the riverbank and agreed to await an update on the works
- Memorial Area - The benches are now in place and the Clerk wrote to Ben Black to ask if he would like to report on the area in Cwmbran Life. Information and photographs were published on Cwmbran Life's social media on 21st August
- Education Project - Plans to ask TCBC to plant some small bushes and bulbs in this and other areas are being addressed.
- Heritage Telephone Box - Still no update on the expected quote. This has been chased and a response was hoped to discuss at the September meeting. Discussions relating to the phone box were discussed in item 5
- Street poppies – members agreed to arrange installation and removal of the poppies for this year for similar dates to previous years. As a result of resident feedback members agreed to extend the street poppies within Llanfrechfa up to Crown Road.
- Cllr D Williams advised members that the Croesyceiliog and Llanyrafon Fun Day was well attended and the attractions were well received. A similar event is hoped to be arranged for next year for approximately 7th August. Cllr Williams thanked Hwb for their support and the Community Council for their financial contribution. Members noted the success
- Cllr J Boycott advised members that the Community Garden's open day went well, and that they have recently applied for a grant to purchase a new lawnmower. Members noted the success.

7. Items for discussion

7.1 Croesyceiliog RFC Project Grant Application

Members had noted that the project has been completed, and suggested the Clerk send a response to advise that it appears their request was superseded

Grants Application Process

The Administrator shared the Clerk's suggestion which will be included within the Full Council's September meeting that a separate special Grant Approval meeting is held approximately 15th October to consider all the larger applications and the schedule for

the smaller applications. The separate meeting would be beneficial to the grants process as it would provide the opportunity to properly discuss any concerns that crop up, approve levels of funding and then ratify the decision for the total cost at the October meeting. Members noted and welcomed the Clerk's suggestion.

8. **Next Meeting – Wednesday 8th October 2025**

**** This report is NOT a set of authorised meeting minutes, but a reflection of the meeting held. The minutes of the meeting this report refers to will reviewed and discussed at the next Business Planning meeting and authorised accordingly.**