



CROESYCEILIOG AND LLANYRAFON COMMUNITY COUNCIL
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Caring for the Community

****Report OF MEETING**
BUSINESS PLANNING COMMITTEE
Wednesday 8th July 2026 AT 6.00PM

Present:

Cllr C Crick (Chair)
Cllr S Matthews

Cllr V Crick (Via Teams)
Cllr D Williams

Sian Davies, Clerk
Kelly Lewis, Administrator
Kris Thobroe, TCBC

1. Apologies

Cllr D Dewar, Cllr M Price, Cllr N Davies, Cllr D Payton

2. Presentation/Workshop

Veronika Brannovic – TCBC Local Nature Partnership Coordinator

Kris Thobroe, TCBC, attended the meeting as Veronika was unable to attend.

Kris advised members that his team members are Ollie and Rose, and collectively they are able to liaise with groups, such as the community council, to co-design and arrange planting with the aim of supporting nature and biodiversity.

Current suggestions on Council's planting list were discussed and the following was agreed:

- Members to be reminded that any planting suggestions, including What3Words, to be identified in readiness for planting in September/October.
- Tree planting sites within Croesyceiliog and Llanyrafon primary schools to be identified.
- Cllr D Williams highlighted Llanyrafon AFC's plans to plant Willow trees to improve pitch drainage, Kris advised TCBC would be happy to support, Cllr D Williams to liaise with the club and TCBC to support progress of the planting.
- Kris advised TCBC would be supportive of the co-design of planting as part of the play park refurbishment at Woodland Road. Clerk to update Dan from the Hwb and share contact details.
- Cllr C Crick advised he has a Pillar Oak tree that is ready to be planted and suggested it could be sited on The Highway to replace a damaged tree – added to planting list.
- Members also suggested information is posted on social media and leaflets are printed to invite residents to suggest planting sites.
- TCBC to support updating the planting within the planters at Edlogan Square and North Road, and suggested support is sought to ensure they are maintained. Members to liaise with the local shops/schools and the Community Garden volunteers.
- Kris advised members that as the lock had not yet been installed on the gate on The Highway he would chase it up and ensure it is completed.

Cllr D Williams asked Kris whether there was any update on planting stakes to identify bulb planting areas to avoid grass cutting, Kris confirmed they are ready to be installed, members were pleased with the update.

Proposed by Cllr D Williams, seconded by Cllr S Matthews, **agreed** unanimously.

3. Declarations of Interest

4. **Minutes of Business Planning Committee Meeting 10th June 2026**

Minutes of the Business Planning Meeting held 10th June 2026 were approved as an accurate record.

RESOLVED: Members approved the Minutes

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

5. **Matters Arising**

- None

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

The updated plan was discussed and:

-Trees and flowers – Discussed in item 2

-Litter Bins - A new bin has been requested for consideration at Llanyrafon AFC. Clerk awaiting response.

-Traffic Survey on The Highway - David Leech has been contacted and he is to speak with the TCBC Director of Environment. It was explained to him that 20mph roundels have been used off Henllys Way to Castell-y-Bwch so there is precedent. Information was also submitted to the ward councillors, and the local MP and AM were also copied in. The email has been acknowledged by the MP and AM, and Cllr J Gauden who advised she will consult with the appropriate officers. Members will await a response from ward members following consultation with officers. Clerk to chase the Highways officer as the SID on The Highway was previously reported as not showing speeds above 25mph which is yet to be resolved.

-Riverbank erosion- Cllr S Matthews met with Mike Sweeney at the Afon Llwyd river to observe and discuss riverbank erosion. Members asked that the Clerk contact TCBC to advise that members welcome the fact an officer attended the site meeting and would like to know what plans have emerged from the site meeting within our area from Chapel Lane to the Boating Lake, and whether there has been any progress in securing funding to support the plan. Cllr S Matthews also requested a progress update on the previously suggested flood prevention equipment, and maintenance of the bunds which border the properties near the river in Croesyceiliog and Llanyrafon.

Proposed by Cllr D Williams seconded by Cllr S Matthews, **agreed** unanimously

-Christmas Tree Lights and Events - Local choirs have been asked for their availability to attend. Members were advised a date for the event needs to be agreed asap to progress. Members suggested Thursday 26th November or Thursday 3rd December, to be agreed at FC.

-Play Area Refurbishment – plans are on hold until Hwb can confirm if they are in a position to progress so a date can be set.

-Community Spaces Project - Waiting on Hedyn to return with further information.

-Heritage Phone Box – The refurbished phone box is due to be installed at Woodland Road on 9th July. Members requested the contractor is contacted to install a handle.

-Cwmbran Big Event – The event went well. A new bubble machine is needed for next year.

-Mill Wood Noticeboard – Different options and prices were considered by members, it was agreed that the options will be shared with BP members, Cllr D Williams will then discuss options with the Mill Wood Group.

7. **Items for Discussion**

7.1 **Larger Plaques Quote**

Different sizes and costs were considered by members; it was agreed to purchase 12 plaques at a size of 1500mm.

Proposed by Cllr S Matthews, seconded by Cllr V Crick, **agreed** unanimously.

7.2 **Business Cards**

Members agreed business cards would be useful to share with the public when attending events or discussing council business. It was agreed to purchase generic cards with Council's information; members can then add personal contact information to the card if they wish.

Proposed by Cllr D Williams, seconded by Cllr S Matthews, **agreed** unanimously.

7.3 **Llanyrafon AFC Community Project Grant Review**

Members considered the breakdown quote that was provided, as requested by members. It was agreed to provide financial support for £3,000 which is 50% of the requested amount, which would provide an opportunity for the club to obtain match funding. Members also reiterated their support for the Willow tree planting as a separate project, and that Cllr D Williams will liaise with the club and Kris Thobroe to progress.

Proposed by Cllr V Crick, seconded by Cllr S Matthews, **agreed** unanimously.

7.4 **Defibrillator Request for Glaslyn Court**

Information and grant form had been sent to the committee, members will consider the application once received.

7.5 **Community Garden Grant Request**

Members considered the application and agreed to support the project of the installation of a seating area and pergola for the requested amount of £400.

Proposed by Cllr V Crick, seconded by Cllr S Matthews, **agreed** unanimously.

**** 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.**