

## OLD ST. MELLONS COMMUNITY COUNCIL

Minutes of the Council Meeting held in the Village Hall,  
Newport Road, Old St. Mellons on Thursday 11 March 2009

<b>Present</b>	Councillor	Mrs G Jones (Chairman)
	Councillors	Mr M Briggs
		Mrs A Davies
		Mrs P Jenkins
		Mr D Stroud
		Mrs D Rees
		Mrs J Rogers
	Clerk	Mrs C Ryan

**1. APOLOGIES:** Councillor Mrs D Brown

### **2. DECLARATION OF INTERESTS**

Councillors D Rees & A Davies – St Edeyrn's Churchyard  
Councillor A Davies – Purchase of land alongside A48  
Councillor G Jones – re Pathway at St Mellons Church

### **3. POLICE MATTERS**

PC Claire Quick attended on behalf of the Police. She reported on the crime statistics for the previous 30 days, there had been 2 thefts and 3 vehicle obstructions at Wern Fawr Lane. There had also been 1 burglary, 1 suspicious incident and 1 incident of criminal damage. There had also been reports of groups of youths in the area over weekend periods, with the onset of the nicer weather this is to be expected. In regard to the situation of motor cycle annoyance, the PCSO is working with the Parks department to get bikes away from the area. This is a rolling programme with the Parks department targeting different areas.

PC Quick also confirmed that there are now regular patrols on Ty'r Winch Road. The Chairman requested that the Police presence should be more visible. There is also lots of graffiti around the village at present.

A Councillor mentioned that in the Ty To Maen area, there is a lot of household rubbish dumped and problems are being caused by one particular resident being abusive and also being a nuisance. PC Quick confirmed that if anyone is having problems then they should ring the Police immediately and report incidents. Residents need to give a statement of events and report it under Public Order offence.

### **4. MINUTES OF THE PREVIOUS COUNCIL MEETING**

The minutes of the Council meeting held in the Village Hall, Newport Road, Old St Mellons on Thursday 26<sup>th</sup> February 2009 were approved and signed by the Chairman as a true record subject to the following amendments:

*3 - Police Matters – should read PCSO Chris Williams and the Groundsman .....*

*9. To receive Report from County Councillors – Copy of their report to be attached to the Minutes for February*

*11 – Keyholders for the Playing Field – should read could the Playing Field be closed and not the park be closed ....*

*12 – Tennis Courts – Should read Vice Chairman and not Deputy Chairman .....*

### **5. MATTERS ARISING FROM THE MINUTES**

#### **5. St Edeyrn's Churchyard**

The Chairman telephone the Builder, Mr M Horton, who confirmed that he did not do the work and that he would get back to her after speaking to the sub contractor. The Clerk had also written to the builder to confirm

that payment would not be released until the work was approved and then payment would only be made to the Builder upon receipt of his invoice and no payment would be paid to the Sub Contractor.

A Councillor had passed the churchyard recently and it was in the same state of repair. The Clerk will write again to the Builder and the Chair will ring him again.

#### 6. Alley Gating

It was agreed that a letter be sent to the County Council in order to clarify the ownership of Footpath 14.

#### 9. Audit Office

The first instalment of £500 has been paid to the Wales Audit Office. The 2007/08 Accounts are still with the Internal Auditor and awaiting finalisation.

#### 10. Calor Gas Village of the Year Competition

3 quotes have been received, but with differing specifications, for the replacement Notice Boards. A specification for the replacement boards should be agreed by the Media Group and the decision brought back to Council.

#### 7. Planning

A letter was sent by the Clerk re the salt bins and a reply had been received back from the County Council to say that the 2 new salt bins were due to be sited in the next 14 days. The Clerk to write to the residents of Wern Fawr Lane and Ty'r Winch, who had enquired, to inform them of the delivery of the bins.

#### 8. Finance

Bank Mandate is on-going. The Chairman is still liaising with the Bank.

#### 11. Archives

The Clerk had met with Archivist and identified files have been transferred to County Hall for archiving. A full history of the files will be sent to the Clerk by the Archivist. Files can be accessed from County Hall at 1 days notice with no charges being made to the Community Council. Several Councillors volunteered their help to sort out the remaining paperwork which does not need to be archived, it can be destroyed by confidential shredding, which the County Council will undertake at no cost.

#### 12. Tennis Courts

The Vice Chairman had been unable to locate a copy of the Lease.

#### 14 Eastern Business Park

No reply had been received to the letter sent by the Clerk. However, it was noted that an improvement had been seen in the number of cars parked on Wern Fawr Lane since the Business Park agreed to locate more cars into the multi story car park on site.

#### 8. Finance Matters

At the last meeting it was agreed to transfer £2000.00 from the Capital Reserve Account. However, an invoice to Gwent Fire Services was not paid last month as there is a dispute about the work being carried out. The Clerk has telephone them and also written to them but no reply received. A Special Delivery letter will be sent to them. The Chairman therefore only transferred £1000.00 from the Capital Reserve to the Current Account.

It was also agreed to re-imburse the Clerk for her use of her personnel equipment, but an amount needs to be agreed so the Working Party will look at it.

#### 9. Theft of County Councillors Surgery Notices

Notices have been vandalised and de-faced and it was suggested that perhaps the notices had been taken off the notice boards because of this. It was stated that in future the Notices would not display pictures of the Councillors on them.

#### 10. Dog Fouling

The Clerk to write to the Council to request regular cleansing of the grass verges.

#### 11. Keyholders for the Playing Fields

The Chair has 1 spare set of keys for the Playing fields so there are 2 sets in existence.

Councillor Davies confirmed that she had approached some of the residents near the playing fields and some had agreed to become keyholders for holidays etc and other had refused. Existing keyholders should be informed of the additional keyholders. The Clerk will write and confirm.

#### 12. Media Update

The Chairman had e mailed the Web Master and agree to set up a meeting with him after 16<sup>th</sup> April when he will be back in Cardiff. The Chair will e mail the Media Group with the agreed date.

#### 13. Correspondence

The Clerk had written to the County Council re Bethania Church but had not received a reply.

The Chair had passed the details of the French request for twinning, to Old St Mellons school who will contact them.

Information from the County Council – The Clerk had written to Kate Berry and had received a response from Paul Anderton Head of Legal Services asking which department had refused the information. The Clerk will respond to his letter and give him the name of the department.

### 6. LOCAL RESIDENTS

It was agreed to the adjournment of the Council meeting for 15 minutes to enable residents to express their views or ask questions on issues within the powers, duties and functions of the Council. Issues raised to be considered by the Council.

### 7. HIGHWAYS AND PLANNING

**09/00338/E** Full Planning Permission **Expected Decision Level:** DEL  
**Received:** 03/03/2009 **Ward:** PONTPRENNAU/OLD ST. MELLONS  
**Case Officer:** Daryl Jones  
**Applicant:** Mr Lewis  
**Agents** C2J Architects, 2<sup>nd</sup> Floor, 14-18 City Road, Roath, Cardiff, CF24 3DL  
**Proposal:** PROPOSED TWO STOREY AND FIRST FLOOR REAR EXTENSION  
**At:** The Headlands, Vaendre Lane, St Mellons

**09/00377/e** Variation of Conditions **Expected Decision Level:** DEL  
**Received:** 09/03/2009 **Ward:** PONTPRENNAU/OLD ST. MELLONS  
**Case Officer:** Tim Walter  
**Applicant:** Mr Malcolm Page C/O Agent  
**Agents** Harmers Limited, 39 Lambourne Crescent, Llanishen, Cardiff, CF14 5GG  
**Proposal:** TO REVISE THE DATE OF THE DECISION TO EXTEND THE TIME LIMITGS OF CONDITION 1C BY AN EXTRA 3 YEARS AND CONDITION 1D BY AN EXTRA 5 OR 2 YEARS RESPECTIVELY, OF PLANNING PERMISSION  
05/2771E  
**At:** Cefn Eurwg, Druidstone Road, Old St Mellons, Cardiff, CF3 6XD

## 8. FINANCE MATTERS AND PAYMENT OF CREDITORS

### EXPENDITURE

Payee	Service or Goods	Amount	Chq No
Nat West Bank	Charges for statements	3.25	
Mr R Kimber	Cleansing Orderly	72.00	2739
M Longman	Groundsman	155.36	2740
J Fishpool	Caretaker	40.00	2741
J Attard	Cleaner	100.00	2742
Wales Audit Office	Audit Fees – 1swt Payment	500.00	2743
C Ryan	Clerks salary	206.74	
	Postage	8.64	
	Telephone & Broadband Rental (Jan-March)	45.00	
	Additional Hours = 23 ½	138.63	2744
Total expenditure to 19.03.2009		£1269.62	

### Direct Debits

Powergen	Electricity – Village Hall	53.00	D.D.
Powergen	Electricity – Playing Fields	10.00	D.D.

### INCOME

OSMVA	Lease of Tennis Court	25.00
Andrea Davies	Purchase of items following Carol service	3.43

### Hall Letting

St John's College	45.00
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TOTAL INCOME	£73.43
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Current Account at 24.02.2009	£2021.17
Capital Reserve at 24.02.2009	£6734.44

Balance carried forward – Current A/C less total exp.	£751.55
Capital Reserve	£6734.44

## 9. TO RECEIVE REPORTS FROM COUNTY COUNCILLORS, REES AND ROGERS

- Neighbourhood Renewal Scheme – the Community Council has been asked if we would submit a proposal for work under this scheme. It was agreed that the Dell and Chapel Row area be put forward.
- Pavement outside the new Flats – Due to the Builders going into administration, the work to ensure that the pavement were of an adoptable standard has not been undertaken. The County Council will not therefore, do the work. The County Councillors have submitted a request to the County Council to carry out the work and also they have requested details of the paint colours in order that work can be carried out to cover the graffiti on the buildings. There has been no reply to date.

- The work undertaken by the graffiti working party on 27<sup>th</sup> February was very successful. The Dell area needs to be cleared of rubbish and more graffiti – the date for clearing this area could be combined with the Annual Litter pick day.
- The cutting at St Mellons Churchyard is being kept under control, by the Probationary Team.
- The footpath adjacent to the graveyard has been assessed by the Gating Officer and the Community safety Officer and has been deemed unsuitable for gating.
- Runcorn Close – the issue of the planting of shrubs on the cleared land is still on-going. One resident requested that the area should be cleared and another resident was unhappy that this had been done. A land search was carried out and it appears that the land is actually owned by 2 residents and it is their responsibility for the upkeep.
- Wern Fawr Lane - The Business Park has been co-operating with requests for on-site parking as it appears that fewer cars are being parked on Wern Fawr Lane. The County Councillors will be writing to thank the Business Park for their co-operation.
- Ty'r Winch Road – There is further work planned by Amec on the gas mains, but it will be later this year and as yet no date has been given.
- Dropped kerbs – Work on these at the Ton will be undertaken next year.
- 30mph signs – These are now in use with the lights working. Road painting work still be completed.
- Pot-holes – Began Road has been temporarily repaired, but there has been a new budget set for the repairs to be carried out on a permanent basis.
- Lisvane Road to Bridge Road, the County Councillors are following this up.
- An annual sweeping programme has been set up for cleansing of St Mellons & Bridge Road. This should involve the area being cleaned up to 6 times a year.

## **10. BOUNDARIES COMMISSION**

Canopus Close is being kept in the community of Old St Mellons. Duncan Close has also now been included. Kenneth Treasure is also included along with the houses south of Old St Mellons and the new flats. This means that a further 47 residents are joining the community.

The County Councillors will write to the County Council to say thank you for the provision of the flower tubs. A request was made, that when the tubs are planted with flowers, that they are kept tidy and watered frequently.

## **11. PURCHASE OF LAND ALONGSIDE A48**

The Chairman explained that this piece of land could possibly be used as a football pitch, jogging track etc, but to purchase this, it would mean that the Community Council would need to take out a loan via funding or a grant. The views of the residents of Old St Mellons need to be taken into account before the purchase could go ahead. Concerns were raised that this purchase could have financial implications for the Community Council for the future.

The site is currently fenced and being leased to a local resident.

This purchase could mean a huge liability for the Council by way of up-keep etc. The first step forward would be to ascertain if the land is actually for sale. The clerk to write and enquire.

## **12. TRADING FOR COMMUNITIES AND TOWN COUNCILS**

The Clerk had met with a representative from the Wales Assembly Government regarding e-trading for businesses. This is an option which allows purchasing of highly priced goods such as copiers, IT equipment via a procurement system set up by the WAG. Considering the amount of purchases that the Community Council undertake, it was agreed that this system would not benefit the Council and the Council would not therefore go ahead and sign up to this.

County Councillors D Rees and J Rogers arrived at this point in the meeting.

## **13 TO RECEIVE WORKING PARTIES REPORTS**

### **A1 Village Hall**

The letter received from the WI has been dealt with and a reply sent by the Clerk. Work has also been completed on the list of key holders.

### **A2 Village Hall Fees**

A letter had been received from Rhiwderin Free Presbyterian Church stating that they would like to make use of the village hall on a regular basis, possibly once a month, but that the fees were too high. It was agreed that the Working Party would look at the charges amount, the types of lettings and discuss varying the rates, especially if a regular letting could be agreed. Possibly agree £20 for 2 hours letting plus £15 Caretaker fee. Also consider putting an advert in the Rumney Newsletter to advertise the availability of the hall.

It was agreed by vote to charge regular users of the Village hall £5 per session towards the charges for electricity and heating. The Clerk will write to users with an implementation date.

### **B Playing Fields**

The Playing Fields Working Party had met with the Groundsman and walked around the playing fields. They had discussed the problems with the access for disabled users and the pathway. An area was identified that could be concreted and the groundsman will carry out the remedial works and the entrance will then be wide enough for disabled access.

A new notice is also required for gate at the entrance to the playing fields, to state that closure will be at either dusk or at latest 8p.m.

An issue with moles has also been identified by the groundsman. The Chairman has obtained 2 quotes for disposing of them by either setting traps to catch them and then release them away from the area – at a cost of £60 + VAT or poisoning them at a cost of £67. It was agreed to go for the option of catching them as poison was not appropriate to use in the playing fields.

There is an Oak tree overhanging the tennis court which needs trimming and also the hedge around the tennis courts and playing fields at the front and back to be trimmed.

It was also agreed that thick hawthorn bushes should be planted near the sub station at a cost of £50 for 30 bushes. The cost for 8 foot security fencing would be just over £200. The groundsman will carry out the work of planting the bushes, as this is a cheaper option than arranging for outside contractors.

The issue with the manhole cover has been dealt with by the groundsman.

The siting of the picnic tables was discussed and a Councillor requested that 1 or 2 of them be sited at the front of the playing fields alongside the roadside hedge. It was decided that the Working Party would look at this again.

The condition of the fencing around the tennis courts was also discussed. It is not in a bad a condition as originally thought, if no 106 Money is forthcoming to cover the replacement, then perhaps tension wires would improve the fencing and the re-erection of the nets.

It was agreed that the Groundsman should receive additional remuneration to carry out the work for the path and planting the hawthorns.

A Councillor also requested if the canopy of the tree over the sub station could be raised, in order that the area receives more sunlight.

Items 9 & 10 were discussed at this stage as County Councillors were present for these items.

## **14 CORRESPONDENCE**

- Letter from Rev. David Kellen – Vicar – re the purchase of the footpath to deter anti-social behaviour. The Clerk will respond to say that he should take up the issue with the County Council directly. The Community Council should only respond when we are consulted by the County Council.
- Invitation to Public Consultation event – Tuesday 24 March from 5.30 – 7.30p.m.
- Letter from Severn Estuary re Shoreline Management.
- Have Your say – Consultation deadline of 20<sup>th</sup> March 2009 re Wales Assembly Government and the use of the Welsh Language. Clerk to respond to say that this would have financial implications for the Community Council.
- Letter from James Summers requesting burial plot for someone who is a member of All Saints Church. Clerk to speak to Reverend Willson to ascertain the position with St Edeyrn's in the group of churches and burial plots for deceased who did not live in Old St Mellons or were not member of St Edeyrn's church.
- One Voice Wales – membership fees due £242 – to be paid.

## **15 ITEMS FOR NEXT MEETING**

Newsletter – May

Litter pick day – Saturday 18<sup>th</sup> April at 10.00a.m. Advert – Notice Boards, web site, Londis Store.

Budget Forecast

Clerk's job description

Notice Boards

## **16 DATE OF NEXT MEETING OF THE COUNCIL**

Thursday 16<sup>th</sup> April 2009

The meeting closed at 9.50p.m.