

OLD ST. MELLONS COMMUNITY COUNCIL

Minutes of the Council meeting held in the Village Hall, Newport Rd,
Old St. Mellons on Thursday 14 April 2011.

Present: Councillors: Mr M Briggs (chair)
Mrs D Brown
Mrs A Davies
Mr L Phillips
Mrs G Jones
Mrs P Jenkins
Mrs D Rees

Clerk: Mr P Twyman

1 Apologies for absence. Councillors Mrs J Rogers, Mr D Stroud.

2 Declaration of interests.

Councillor M Briggs - Ty'r Winch Playing Fields

Councillor D Rees - Ty'r Winch Playing Fields, St. Edeyrn's Church

Councillor A Davies - St. Edeyrn's Church, Old St. Mellons Village
Association, T'yr Winch Playing Fields, Village Hall Nursery

3 Community Safety & Security.

There was no police presence.

The Chair invited a PACT representative to speak. The next PACT meeting is due on 9 May. Ringmaster alerts have been sent out alerting residents to recent burglaries and car break-ins.

4 Minutes of the meeting of 17 March 2011.

Amendments to the minutes:

The date of the meeting should read 17 March 2011

Paragraph 3, the date of the next PACT meeting is 9 May 2011.

Paragraphs 5(i) and 5(iv) St Edeyrn's should read St. Edeyrn's.

Subject to the above amendments the minutes were unanimously approved and signed by the Chair as a true record

5 Matters arising from the minutes.

Paragraph 5(v). Interviews held and Mr Paul Twyman has been appointed. Training and handover, including access to the correspondence email address and to a mobile 'phone, will be arranged as soon as possible.

6 Local Residents.

If appropriate, to consider adjourning the meeting to allow residents in attendance to make observations to the Council. Note Standing Order 84 *“Standing Order: 84. The meeting to be adjourned for **up to** a maximum of fifteen minutes by the **Chairman** for the purpose of a public session. Each member of the public may speak only once and may express observations only. The **Chairman** has the discretion to limit the speeches of an individual during the session to provide equal opportunity to all members of the public present. Members of the Council should not enter into any discussion. The public session will follow the statutory business of the Council.”*

7 St. Edeyrn’s – discussion around management of burial plots.

It appears that the main burial plot may be full. Before any further plots are pre-sold the Working Party comprising Councillors Jenkins, Jones and Brown will visit St. Edeyrn’s to check the space available and amend the current map of plots as required. Any plots already pre-sold to be shown on the revised map.

The Council also needs to be clear on who is responsible for maintaining the boundary walls and gates. Further tenders are also needed for maintenance work including crowning the buddleia, grass-cutting and wall maintenance.

Councillors Jenkins, Jones and Brown to review pre-sold plots and the space actually available, including potential use of the land to the North of the church, and update the map as appropriate.

8 Highways and Planning - as received.

Planning:

- (i) Application to build 3 six-bed houses adjacent to Swallow Cottage and Pwll Coch Farm on Druidstone Road. The application is considered not in keeping with nearby listed buildings, likely to disturb dormice which are a European protected species, and is outside the settlement area for Old St Mellons, Clerk to respond with objections by 28 March.
- (ii) Councillor Rees to circulate planning limits for the new fish & chip shop.
- (iii) Email received from Bill Jones regarding the Local Development Plan. Public meetings will be held during May. The meeting for Old St Mellons and area will be held in the Powerhouse, Roundwood, Pentwyn from 1200 – 1400 and 1800 – 2000 on 10 May.

- (iv) Proposed Llanedeyrn development considered not in keeping with nearby listed buildings, likely to disturb dormice which are a European protected species, and is outside the settlement area for current and proposed Local Development Plans. The developers have been asked to provide more information. Councillor Davies asked that the Clerk write objecting to the proposals.

Highways:

Druidstone and Began Roads are being resurfaced.

9 Insurance, risk assessments and inspections – review and scheduling.

Fire insurance:

Three quotes have been received and the cheapest approved. The Chair has contacted other Community Councils with a view to saving via collective insurance in future.

Risk assessments:

New fire risk assessment for the hall is due in April. Councillor Stroud has information on suitable companies.

Gas safety check completed and passed 2 weeks ago.

Electricity safety check to be carried out on 15 April.

Councillor Rees thanked the Chair for his work on insurance and the risk assessments.

10 Finance matters and budget discussions. Proposal for financial review.

The 2009/10 return has been completed and returned to Mazars.

Bills to be paid: £168 for playing field tree survey
 £186 for the audit

Income reported: £22,770 precept
 £55 from table tennis club
 £60 and £35-60 from Western Power for playing fields
 £50 from Councillor Jones for advert in Winter magazine
 £25 from the Village Association

Financial review carried out 3 months ago produced some savings and increases in income. The Chair has contacted other Community Councils with a view to saving

via collective insurance in future (see 9 above). Clerk to schedule quarterly financial reviews and contact the Village Association and the Nursery about possible grants for double-glazing or insulation.

Councillor Jones to pursue outstanding payments for the Newsletter. Councillors to approach local businesses to encourage future adverts.

11 To receive reports from County Councillors Rees and Rogers.

- Junction 29 work has been completed.
- There is to be consultation on waiting times on Wern Fawr Lane.
- There will soon be a further meeting with St. John's College, police and council officers about parking in Beechtree Park.
- Beechtree park hedge laying is due to be completed on 16 April.
- The City Council is pursuing dog fouling and has been called out to areas of concern including Beechtree Park, Chapel Row and Bethania Row. A bin has been provided on Mill Lane.
- An application has been made to upgrade lighting on Mill Lane.
- The Began Road hedgerow has been cut back. Western Power is to return to clear creeper from the power line.

12 Asset management and Working Party feedback – authorise actions, maintenance or remedial work.

Village Hall:

Working Party meeting with the Hall Users' Group resolved issues around access to the hall. More such meetings may be useful in future. The nursery is working with the Community Council regarding equipment and storage. Additional shed storage would be helpful if this can be located unobtrusively at the rear of the Hall, and recently planted fruit trees can be safely moved. Keys are needed for the bar and the Clerk's room, and a set for the new Clerk. The Chair reported that several spot visits by him had found that cleaning had been carried out well. The Chair offered to move benches from the small hall to the Pavilion to save space and avoid damage to the folding doors.

Working Party noted need to repair and maintain guttering, bargeboards, and parts of the boundary wall. Also need to clarify responsibility for all boundary walls and fences. Councillor Jones to chase the installation of front-facing posts and chainlink fence quoted at £230. Councillor Rees to contact the Probation Service about possible repair work.

Playing Fields:

A burst cold water pipe in the pavilion is to be repaired. The stopcock should be turned off after use to prevent future problems with water freezing in the pipes.

A previous report by a tree surgeon had suggested work on three trees. A new report by an arborist assesses the risk from any of these trees as “unlikely”. The report also notes that fire damaged trees also need watching only, no work needs to be done.

Chair to copy the report to Council members.

The groundsman is starting to cut the grass and trim hedges etc around paths.

13 Village Plan.

It was agreed to defer development of a new Plan but to use and update the existing plan as required. The existing plan to be circulated to Council members by Councillor Jenkins.

14 Correspondence – review and agree responses to correspondence.

- Blackwood – letter about risk assessment (of what, outcome/actions?)
- One Voice Wales conference October – Chair suggested attendance not necessary, cost approx £65 per delegate. Quarterly meeting in Cowbridge on 18 April, Chair suggested attendance not necessary.
- Bank returned cheques for reconciliation.
- Funeral directors - letter regarding St. Edeyrn's. No response needed.
- Cardiff Council – letter regarding controlled waste. Chair to reply.
- Pest control – red bill received, Chair to arrange payment.
- Western Power and Mazars as above.
- Martin Greenwood – email from Table Tennis Club. Council agreed to use of small hall from 0730 – 0900 or 16 – 1730 with minimum of 24 hours notice and with only 2 keyholders allowed.
- Mrs Blake – email request for copy of Playing Field deeds. Chair to arrange.
- Arborist – tree survey as Para. 12 above.
- Newsletter - ??????
- Bill James – request for information about gratuity payments to retired Community Council clerks. One Voice Wales advise this is at the discretion of the Community Council. Clerk to seek information on guidelines or precedents from One Voice Wales.
- Cardiff County Council – informed that Councillor Briggs intends to resign as Chair. A notice to this effect is on display. Applications to Peter Woodward by 22 April.

Councillor Rees expressed her regret at Councillor Briggs' intended resignation and thanked him for his hard work as Chair.

15 Items for next meeting.

The next meeting is the Annual General Meeting.

16 Date of next meeting.

Thursday 19 May 2011.

The meeting closed at 2130.

DRAFT