

OLD ST MELLONS COMMUNITY COUNCIL

Minutes of the meeting held in the Village Hall, Newport Rd,
Old St Mellons at 7.00pm on Thursday 14th March 2013

Present:

Chair: Cllr D Rees

Vice Chair: Cllr J Rogers

Councillors: Cllr R Blackmore (RB) Cllr L Phillips (LP)
Cllr A Davies (AD) Cllr D Stroud (DS)
Cllr R James (RJ) Cllr S Williams (SW)
Cllr S Johns (SJ)

Clerk to the Council: Mrs N Evelyn-Gauci (NG)

In Attendance : Mrs Nicola Winstanley RFO (NW)

1 Apologies for absence (1 min)

Cllr Georgina Phillips
Mr Denis Cooper – Summers Funeral Directors

2 Declaration of interests (1 min)

DR declared an interest in St. Edeyrns and Ty'r Winch Field
AD declared an interest in St. Edeyrns and Ty'r Winch Field
SW declared an interest in Old St. Mellons Defined Newsletter

3 Police Matters (5 min)

3.1 Police and Crime Reduction Plan : Alun Michael – Correspondence File

4 Members from outside bodies (10 min)

4.1 Joel Williams - Old St. Mellons Defined Newsletter.

Joel Williams presented his first edition newsletter and handed everyone a copy, he proceeded to give an overview of his brochure, which is produced bi annually and will be distributed locally in Old St. Mellons. The next publishing date is 15th August 2013.

If the OSMCC printed newsletter flyers to be inserted into the next edition, the distribution cost would be £50.00; for a double page middle spread, design and publication in the main newsletter this would cost £100.00

It was resolved : A double page middle spread in the next edition £100.00

4.2 Potter Temple Church

(The hiring period of 3 months is to end on the 31st March)

A member of the Church - Catherine Kennedy spoke – would like to carry on with the Hire but there is a problem with the moving of the equipment as there are no storage facilities. It was noted that this would not change.

The Chair thanked Ms Kennedy for her attendance and stated that Potter Temple Church will be informed by letter of the decision.

It was resolved : The Community Council decided not to extend the Hire Agreement

5 Minutes – to approve as a correct record of the minutes of the meeting held on 14th February 2013 (5 min)

Page 5 11.1 should have stated leave and not sick leave.

Page 6 11.4 should have stated Ride-on Mower.

Page 7 14.3 3rd paragraph should be Councillor and not Council.

Page 7 last paragraph should have stated DR requested LP to amend the document.

Page 8 14.13 It was resolved : overtime had been approved.

6 Matters arising from the minutes of 14th February 2013 (15 min)

6.1 It was noted that the field had a lot of moles, it was agreed to find a contractor to remove the moles humanely and if the cost is more than £250.00 then the item to be brought at the next meeting. NW to source quotes.

6.4 Guttering and downpipe quotes – Working party to obtain quotes.

6.7 Smoke detectors – still not installed

As the Pavilion is not in constant use there is not a requirement for smoke detectors to be installed. This will be reviewed again when the Pavilion has a change of use.

6.12 St. Edeyrns Trees inspection due date – Up for renewal in February

AD & DR declared an interest.

It was agreed that a quote needed to be obtained NW to obtain quotes.

14.1 Fields in Trust – update

AD & DR declared an interest.

To agree a date to have a field day, which would have to be a Saturday. It was suggested to have a sports day/fun day e.g. wellie throwing, and ask for help from outside bodies, such as Schools and Churches and invite sporting organisations. This would be a free event for the Community.

A suggestion to ask the Village Association if they would like to combine their Fete day with this sports/fun day. NG to email

14.3 Complaints Procedure to approve including appendix – LP to update

LP presented the updated Complaints Procedure and removed appendix 1 and added item 14.10 to the document.

It was resolved : This document has been adopted. – NG to add the document to the website.

14.4 Guide Dogs – Letter to council re wheelie bins and hedges – NG to write as soon as possible.

- 14.5** Leaking tap in disabled toilet, cupboard door in kitchen is off, rising damp problems in the men's and ladies toilet – update

Caretaker has been informed and work to sort tap and cupboard door has been completed.

It was noted that advice had been sourced and there are no rising damp issues.

- 14.7** Caretaker – clearing of snow for short term hirers – NG to check job description – update
The Clerk had noted that it is not in the job description.

- 14.11** Crusaders – Concerns to field, cutting grass and pavilion being used for storage.
The Clerk to invite the Crusaders to attend the next meeting.

7 Local Residents. 15 min

Under Standing Order 84 the meeting may be adjourned for up to fifteen minutes for a public session. Each member of the public may speak only once and may express observations only. Members of the Council should not enter into any discussion. The Chair may limit an individual's speech to provide equal opportunity to all members of the public.

No local residents were in attendance.

8 Highways and Planning (5 min)

- 8.1** Proposal: PROPOSED RESIDENTIAL DEVELOPMENT - 4 UNITS

Location: LAND AT CEFN EURWG, DRUIDSTONE ROAD, OLD ST MELLONS 18.2.13

It was agreed to send a letter of objection.

- 8.2** Beech Tree Park new proposals to the park area, cutting back trees, re planting etc. any comments to be made by 18th March 2013

It was approved with a suggestion of having dog waste bins provided. NG to email suggestion.

- 8.3** Erection of Polytunnels

It was noted that there were no concerns to this proposal.

9 Finance (10 min)

- 9.1** Remuneration – Discuss

Defer to next meeting and vote.

- 9.2** Check if insurance would be affected by an ajar window

It was noted that this would not affect insurance cover.

The RFO obtained a few quotes as our insurance is up for renewal.

It was resolved : Came & Co Insurance will be our next provider.

- 9.3** Website

One voice wales will let local community councils know how this will be allocated.

The incorrect telephone number on the website has been causing a few problems, the Clerk has been trying to get this resolved.

It was agreed that SW will look into this and try and get the website updated.

- 9.4** Clerk to be on a separate budget – discuss

It was noted that a review and an appraisal were due for the RFO, this will be take place in April. The Clerk's appraisal will take place in July/August

9.5 It was noted that the finance sheets need to go on the website – NG to update.

9.6 British Gas update

The RFO discussed with chair and decided to accept the offer of £500 reduction. RFO has sent one quarter payment to British Gas and requested to send another before 31st March, then the final amount after 1st April. This was agreed.

9.7 Grass cutting at St. Edeyrns

The current company has decided there is a need for them to increase the cost of cutting the churchyard at St Edeyrns. The company were very competitive at the time. The RFO contacted the previous company whom cut the grass to see if they were willing to meet the cost which they were unable to do so. It was agreed that the RFO would look into another quote for the cutting of St Edeyrns Churchyard.

10 County Councillor Report (5 min)

10.1 It was asked if Licencing reports could be sent directly to the clerks email address NG to check.

10.2 The appeal against refusal of permission by Cardiff council was held last May in a 5 day hearing. The Minister had taken back the appeal for determination and had after an interval of 10 months issued a letter saying he was “ minded to approve”, indicating that he was likely to overturn the decision of Cardiff council and grant permission for the 150 houses.

10.3 There is work to be carried out on Bridge Road.

11 Working Party Reports (15 min)

11.1 Noticeboard to Bluebell drive – update

It has been noted to proceed with planning application – NW/NG to look into this.

11.2 Hand dryer replacement – update

It was noted to obtain a hand dryer. There is an electrical inspection to the hall due in April and it was suggested to have this dryer installed at the same time. NW to book inspection

11.3 Thermostat control lock – update

It was noted that the control lock are £34.00 for 2; Working Party to purchase.

11.4 The grass starting to cover pathway in the field

It was noted to ask the existing contractor to strim – NG to sort

11.5 The ivy may need to be cut away from the pavilion – comments on this.

The Working party will be having a meeting soon, and they agreed to look into this.

11.6 New signs have been put up in the tennis courts.

12 Newsletter (10 min)

12.1 To agree to put an article about guide dog training in the next newsletter

It was agreed to ask Old St. Mellons Defined to put this in the newsletter – NG to sort.

13 Correspondence Received (30 min)

13.1 Telephone call from the Cardiff School of Journalism enquiring if the OSMCC will be taking the £100.00 allowance.

The Clerk had spoken to them and stated that nothing has been decided yet until the next meeting.

13.2 Wales Air Ambulance appeal requiring donations.

OSMCC has decided they are unable to give a donation.

13.3 Community Review – First Stage

The Chair suggested that everyone complete the 'form for submission of comments or proposals' be completed. This has to be submitted by 31st May 2013

13.4 Walk for Life – request to organise event to take place Sunday 24th March

Unfortunately no-one is available to be able to do this.

13.5 Aber Valley Heritage Group – funding for paviers

OSMCC are unable to provide funding.

13.6 MLR contract maintenance due for renewal at St Edeyrns

DR declared and interest

It was agreed to another quote – NW/NG to sort.

13.7 Date for Open Field In day is required

It was suggested Saturday 13th July 2013 see item 6 14.1

13.8 Play Aloud Project – update

RJ informed the Community Council that the project are primarily looking for deprived areas and approve funding for ages 5 – 13 they had asked about facilities and what provisions are made available for this age group.

The Play Aloud Project supports members of the after school clubs and they are there to help people and organise volunteers, they do this for a 6 month period.

It was suggested to ask them to attend the next meeting.

13.9 LDP invitation to attend stakeholder forum.

It was noted Monday 11th March is the final day.

14 **Items for next meeting** (2 min)

14.1 To discuss the gardening equipment.

14.2 Financial regulations – remunerations – vote.

14.3 Discuss a future project – update village hall & pavilion.

14.4 Invite Paul Egan OVW – ways of reduction rates.

14.5 Community Review Plan update.

15 **Date of next meeting** (1 min)

11th April 2013

Closed at 22:30

*Cllr D Rees
Chair to the Old St. Mellons Community Council*