

# OLD ST MELLONS COMMUNITY COUNCIL

Minutes of the meeting held in the Village Hall, Newport Rd,  
Old St. Mellons at 7.00pm on Thursday 13<sup>th</sup> February 2014

**Present:**

**Chair:** Cllr D Rees (DR)

**Vice Chair:** Cllr R James (RJ)

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

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

**In Attendance :** Mrs Nicola Winstanley RFO (NW)

**1. Apologies for absence**

Cllr S Williams  
Cllr J Rogers  
Mr A Holley – St. Edeyrns  
Mr D Cooper – Summers

**2. Declaration of interests**

AD: OSMVA, St. Edeyrns, Tyr Winch Road Playing Field  
DR: Tyr Winch Road Playing Field, St. Edeyrns  
RJ: St. Mellons PCC, OSMVA, St. Edeyrns  
DS: OSMVA

**3. Police Matters**

It was noted that next PACT meeting will be on 1<sup>st</sup> March at 3pm further details can be found on the ourbobby.com website.

**4. Members from outside bodies**

Unfortunately Mr D Cooper and Mr A Holley were unable to attend deferred until March.

**5. Minutes – to approve as a correct record of the minutes of the meeting held on 9<sup>th</sup> January 2014 and the Extraordinary meeting 18<sup>th</sup> January 2014**

Minutes for 9<sup>th</sup> Jan Approved and seconded by Cllr Stroud.

Minutes for 18<sup>th</sup> Jan it was noted that there was one vote against, approved and seconded by Cllr James.

**6. Matters arising from the minutes of 9<sup>th</sup> January 2014**

**6.1 Village Hall reduction rates – set up a Hall Management Group – discuss**

OSMVA and the Village Hall Working Party had a joint meeting and were looking at funding to refurbish the hall. It was noted that there is funding available with the help from the OSMVA.

It was noted the grant applications will be easier to obtain through a Hall Management Group.

It was noted that the importance of refurbishing should be looked at soon, with this done look into setting up the Hall Management Group.

**6.2 Litter to Tyr Winch field – purchase of litter bins update**

It was noted that DR had been in contact with Cardiff County Council and they had stated that OSMCC would be responsible in removing the rubbish from the bins.

Working Hall Party to meet and discuss with Caretaker.

It was noted to ask Cardiff Council to move one of the bins from the rear of the children's play area closer to the swings.

**6.3 Crusaders Football Club – keys update**

It was noted that CFC has still not contacted Cllr James.

**6.4 Bulge in wall to rear of hall – update**

Cllr has spoken to a gentleman that owns the land. Owner did not realise that the wall was there due to dense foliage to rear of garden, we can move it, provided no expense to him.

It was noted that the wall has fallen on the village hall footpath.

**It was resolved : To ask the Caretaker to clear the stones away from the wall and put in a safe pile. DS to send Clerk address and send letter to owner of the wall.**

**6.5 Noticeboard to the Dell**

It was noted that RJ to chase.

**6.6 Health & Safety**

It was noted that this needs to be reviewed.

**It was resolved: DS to review and helped by the Clerk.**

**6.7 Set up Planning Committee**

It was noted that there were objections to naming this as a Committee.

**It was resolved: It was decided to set up a Working Party and not a Committee.**

DR, RJ, RB and AD.

**6.8 St. Edeyrns, clearing Church ground, extension, plots**

The gates are in need of repair and painted, also a lock is required. This will be done by Summers Funeral Directors who will pay for the costs.

**6.9 Review Cleaner – Notice**

It was noted that the Cleaner will not be returning. It was noted to formally advertise for cleaner for the Village Hall.

**7. Local Residents**

*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.*

It was noted that there were concerns over the volume of traffic passing through the village and speeding through Tyr Winch Road, possibly from Druidstone Road, or Bridge Road, which is being used to avoid Tredegar Park.

It was asked about the table junction which has been suggested to put in place in Tyr Winch Road, DR is still waiting to hear from this.

A resident asked about the closure of Church Road, DR had indicated that this particular application may have been premature, this is now in the hands of the Welsh Assembly.

It was noted that a hedge in Tyr Winch Road is overhanging.

It was noted that the telephone box in Newport Road outside the Coach House is in a dreadful condition, asked if this could be removed.

## **8. Highways and Planning**

### **8.1** Discuss the illegal turning into Church Road.

It was noted that a suggestion of changing the Give Way signs so traffic has better visibility.

### **8.2** It was noted that a sign in Wern Fawr lane needs to move as it is in the hedge and can't be seen.

### **8.3** It was noted to ask BT to remove the telephone box by the Coach House, DR declared an interest and left the room (20:37)

It was noted to speak to BT to request removal of the telephone box. (DR returned 20:46)

### **8.2** Tyn y Gollen 19 dwellings

It was noted that this planning application had been put under Trowbridge Ward and should have been under St. Mellons Ward, Cardiff Council had been made aware of this error and will re-issue under the correct Ward.

It was noted that 6 social houses are to be built with the opening from Hazlewood Drive and 13 detached houses will have Newport Road access.

It was noted to write an objection letter.

### **8.3** Cardiff development plan – alternative sites.

See **10.2** Cllr Rees Report.

### **8.4** Tyre Company – Newport Road

It was noted that this company appears to be selling cars on the forecourt.

DR will write to the enforcement office

### **8.5** Advertising board near Star Inn.

It was noted that an advert board near the Star Inn for cleaning cars could potentially cause distraction to drivers, this board is placed near the road.

DR will look into this.

## **9. Finance**

*(RFO to present financial report)*

### **9.1** Pest control contract renewal

The Pest control contract is due for renewal, the cost for the contract is £315 plus VAT = £378 for one year to February 2015. The price has not increased for the past three years.

**It was resolved: all agreed to renew.**

### **9.2** St Edeyrns available row – quotes

We have received three quotes for clearing the area to create an extra row of graves which would run parallel with the road. The quotes include: clearing vegetation, removing some trees and limbs and removing all debris from the site. The area in question would run from the side gate next to The Unicorn Pub and approx 50metres along. Quotes received are: £420, £335 and £295.

**It was resolved: To take the cheapest quote.**

### **9.3** Authorise Clerk and RFO overtime and expenses.

**It was resolved: Approved.**

### **9.4** Local government audit and inspection fee scales 2014-15 – comments

The Auditor General for Wales is required to consult with a local Government Bodies in Wales, concerning the fees payable in respect of the external audit of accounts. Having read the information further, this can only be an advantage to us, since they are proposing to reduce the fee payable this year for our band, however they will introduce charges in

cases where the Auditor requires further information or investigation during an Audit. This is to encourage Community Councils to be more vigilant with financial matters. Our fees for 2012/13 - £285 and 2013/14 - £310, under this proposal, the fees for this year would be £295, since we have an income or expenditure between £30,001 and £60,000. (you may read out the highlighted sections on the sheet which may help with understanding the proposals).

Discuss at next meeting.

**9.5 Insurance Claim:** The insurance claim from 2010 has been re-opened since the claimant wishes to pursue the claim. Zurich have put aside an amount to cover the claim and no further action is required by the Community Council, however this could affect our Insurance premium if the claimant is successful.

**9.6 Grant Funding:** I have been reading through the information and there are many links to websites where there may be possible grants. I will continue to look in more detail and bring any findings to the next meeting.

**9.7 Monthly Finance Report:** We are now with E-on for our Gas supply and have started paying by Direct - £62 per month.

7 extra copies of 'The Voice' have been received, which can be distributed to all Cllrs. There are no outstanding payments for regular users of the Village Hall.

## **10. County Councillor Report**

*(Cllrs to present their reports)*

**10.1 Cllr Georgina Phillips** to present report.

It was noted Cllr Phillips is unable to attend.

**10.2 Cllr Dianne Rees** to present report.

- **Beechtree Park Works**

*The works at Beechtree Park ( funded by the Section 106 contribution from the Hendre Gadno development, which then Cllr Jane Rogers and I secured for Old St Mellons, when it could have been spent in Trowbridge Ward) started in the second week of January 2014.*

*The works follow the broad support received from the Beech Tree Park estate consultation carried out in early 2013. It comprises construction of a stone dust path, installation of seating and bins and an increase in the fenced off area around the pond with access through a self-closing gate.*

*Improvements to the frontage of the site will include vegetation clearance works to create a grass verge and native hedgerow is planted and fenced temporarily. Vegetation removal has been carried out adjacent to the gatehouse property to open up the existing stand of conifers and incorporate the area back into the park.*

*A level grassed area will also be created in the centre of the site to create an informal kick about area. One seat will be installed as part of the works and two concrete bays will be constructed which could be used to attach seats at a later date ( possibly funded through the Parks Memorial seat scheme) It was intended for the works to take around four weeks to complete.*

*Unfortunately due to the shocking weather conditions the contractors had to withdraw on the 31<sup>st</sup> January due to bad weather and waterlogged conditions on the site. The main pathway around the field is complete( although the stone dust will have to be laid under dry conditions), removal of vegetation, planting and fencing of the native hedgerow along Newport Road frontage is completed.*

*Remaining works will be completed under drier conditions, including seeding of all disturbed soils, construction of seat bays, installation of one seat, spreading of mound of excavated soils in the middle of the field to create the kick-about area and construct the pathway inside the fenced " Nature area". The pathway is fenced off temporarily until further notice.*

**Planning Matters: Consultation on Alternative Sites:**

*Cardiff Council published its Alternative sites Register on 11<sup>th</sup> February 2014. These are sites submitted by developers and land owners at the Deposit Plan stage. They are not proposed by the council. Community council and residents have an opportunity to comment on the alternative sites in the 6 weeks from 1<sup>st</sup> February until 25<sup>th</sup> March. The Register can be viewed at [www.cardiff.gov.uk/localdevelopmentplan](http://www.cardiff.gov.uk/localdevelopmentplan) together with a Word and PDF copy of the representation form. Hard copies can be viewed at city Hall and county Hall 9am to 4.30pm and at all local libraries.*

**Consultee conferences ( i.e public meetings including a presentation and questions- places to be booked in advance , tel 029 20871297)**

*Locally at Corpus Christi High School, Ty Draw Road, Pontprennau/Lisvane 11<sup>th</sup> March 2014 6.30pm to 7.30pm*

*Ferrier Hall, City Hall 13<sup>th</sup> March 12.30 to 13.30pm. there are other venues on the website.*

- I have written out to residents encouraging them to respond to the consultation to prevent these sites being accepted . Sites include:
- North of Bridge Road
- Ty'r Winch Road
- Pwll coch Druidstone
- AS (N) 12 Druidstone Road
- AS(N)13 Druidstone road
- AS(N) 17 North of Druidstone Road
- AS(N) Land at Bridge Road

**Other planning matters:**

**13/02441/DCO** Began bungalow proposal to demolish existing single storey bungalow and to construct 5 4 bedroomed properties **PERMISSION REFUSED**

**13/02171/DCO** - former Smiths Crisp Factory change of use to tyre replacement and fitting – **GRANT**

**13/02371/DCH** - Construct 1 bedroom annexe for dependent relative –**refused**

**14/00088/DCO** - Demolition of existing dwellings, amendment to existing and formation of new access, construction of 19 dwellings at Tyn Y Gollen , Newport Road. This was incorrectly sent to Trowbridge Ward, although it is in ours. Thanks to Cllr Stroud spotting this, it has now been sent out to us and correctly put on the website and clock restarted for comments.

**1020 houses site.** Uncertainty continues. I asked for the Welsh Minister to Call it in as it had been granted despite objections from the Welsh Agriculture Section of WG for loss of top quality land and despite it was against council's own Plan in force. Minister cannot make a decision on this until he receives all the papers from Cardiff Council and despite two months passing and repeated requests they still have not received them. Council reconsidering . Until the council has notified under Direction 2012 it **cannot grant permission, therefore there is still a chance it may not go ahead.**

**PERMANENT STOPPING UP OF CHURCH ROAD / JUNCTION WITH BRIDGE ROAD.**

No progress with this despite being on the agenda for a "delegated decision by officers". This was hasty decision by Persimmon to push on with gaining permission after the council's planning committee decision of the 11th December.

As stated at our extraordinary meeting , councils have a duty to "protect and assert the rights of the public to use the highway". No decision as yet. If the house building goes ahead closure of Bridge Road and Church Road is likely to be supported but until then I am still fighting the building of 1020 plus houses ( bigger than the total number of houses there are in Old St Mellons) and not facilitating developers , Persimmon homes to push ahead with premature applications ahead of the LDP and correct planning procedures.

Finally I have been notified of Transport Projects Investigations 2013 for the Ward. The only success out of 14 submitted traffic and transport schemes this year is for Bridge Road Reference 59930 where I requested action on the speed and volume of traffic as there is no footpath. A road signage scheme to warn motorists that pedestrians may be in the carriageway has been added to the future programme for implementation when funding is available !

## **11. Working Party Reports**

(Village Hall Working Party to present their report)

### **11.1** Pathway to field re: 106 funding – update (email)

It was noted that this funding would not cover pathway repairs.

**11.2** It is with some disappointment that we have to report back to Council that Hall hirer's long term or one off we do not know which, have mixed up the chairs, brown for main hall, black for small hall. Maybe the Caretaker can shed light on this after the hall hire on 25<sup>th</sup> January 2014

**11.3** Outside - all footpaths need sweeping.

**11.4** Rear gate gully is full of chippings, this needs to be emptied.

**11.5** The front boundary wall may need attention.

**11.6** Main hall - 3 fluorescent tubes need replacing in the main hall.

**11.7** The door to the left of the stage leading through to the lobby is sticking – monitor.

**11.8** Disabled access the door frame has started to come loose.

**11.9** Disabled toilet - the cistern is leaking and the pan is not bolted to the floor.

**11.10** Green room - light switch work – ongoing

- 11.11 Small Hall - Chair left across the lobby door, unsafe practice.
- 11.12 Fire Extinguisher has no pin in it or a tag. Now fixed by Cllr Stroud
- 11.13 The Kitchen - this had a mouldy smell, possibly due to the wet and dirty dishcloth found in the cupboard under the sink, this has been removed.
- 11.14 For health and hygiene reasons the corridor by the bar/kitchen is not really the place to leave mops and brooms. Could the mops and brooms be relocated to the green room
- 11.15 Ask the current gardeners to give the hedges a good prune.

## 12. Newsletter

### 12.1 Newsletter – advertisement update

It was noted the Newsletter has been delivered to 900 homes.

Chair thanked Joel Williams for production and deliveries.

### 12.2 Newsletter – discuss OSMCC own.

It was agreed to produce an A4 double sided sheet, twice a year. Summer newsletter and winter newsletter.

It was noted to discuss contents at next meeting.

## 13. Correspondence Received

### 13.1 The 40th UKFJB – Jazz Band – Hall hire

It was noted to ask them to attend next meeting to discuss details.

### 13.2 OVW – Planning System – have your say

Noted. DR to respond.

### 13.3 OVW – First World War – Event

As the Remembrance Sunday event was successful a similar event could take place.

It was noted that DR will complete this form.

*(Cllr Davies gave apologies and left the meeting at 21:54)*

It was noted to look at Glamorgan archives and see what impacts this had on rural community.

It was agreed DR to follow up.

### 13.4 St. Edeyrns – Wales This Week: burial plot survey

The survey was asking Community Councils if they would be expanding burial grounds, would we consider to re-use old graves as there is a shortage of available spaces.

It was noted that OSMCC would not consider the re-use of graves.

Form completed and sent.

### 13.5 FIT Inclusion Fund

This fund is for inclusive play equipment such as swings, rainmaker etc.

DR has completed form and sent.

### 13.6 Insurance claim – Zurich

Noted. Insurance company will be handling this.

### 13.7 FC – small hall hire long term

It was noted that this was for Saturday late afternoon on a weekly basis, this was for a meeting so the small hall will be only used.

It was agreed that Cllr Stroud would contact the enquirers to ascertain their requirements.

### 13.8 Traffic flow concerns – email

See item 7.

**13.9** Art & Craft toddlers – small/main hall long term

It was noted to ask them to come to our next meeting to discuss and provide any documents, business plan etc. and what would they provide to protect the floor.

**13.10** Fridge re: lock

**It was resolved: To apply a stick on child lock.**

**14. Items for next meeting**

**14.1** Standing Order review

**14.2** Review amount for emergency expenditure

**The meeting closed at 22:30**

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