

OLD ST MELLONS COMMUNITY COUNCIL

Minutes of the meeting held in the Village Hall, Newport Rd,
Old St. Mellons at 7.00pm on Thursday 11th June 2015

Present:

Chair: Cllr Rosemary James (RJ)

Vice Chair: Cllr Sarah Johns (SJ)

Councillors: Cllr Dianne Rees (DR) Cllr Derek Stroud (DS)

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

In Attendance: Mr Paul Good RFO (PG)

1. Apologies for absence (1 min)

Cllr Jane Rogers – unwell
Cllr Suzanne Williams – work commitment
Cllr Ricky Blackmore – work commitment
Cllr Andrea Davies – no apologies sent
Cllr Len Phillips – no apologies sent

2. Declaration of interests (1 min)

DR – Ty'r Winch Playing Field, St. Edeyrn's Churchyard
RJ – St. Edeyrn's Churchyard, OSMVA

3. Police Matters (1 min)

It was noted that the next PACT meeting is currently being organised for August.

It was noted that the Clerk to contact the Police with regards to our Family Fun Day and advise them of this event and also ask for a presence.

4. Minutes – to approve as a correct record of the minutes of the meeting held on 14th May 2015 (5 min)

AGM section approved - DR proposed as read, RJ seconded

6.3 To re word.

f) Ill Fit Working Party remove names.

Minutes for meeting – approved

5. Matters arising from the minutes of 14th May 2015 (30 min)

5.1 FIT Working Party – rename and continue with this Working Party?

It was agreed to carry on with the name and RJ, SJ, DR and DS are the Working Party.

5.2 Tidal Lagoon – RJ to provide information

During the meeting that RJ attended, it was noted that this project in Swansea has yet to go through the final stages with Cardiff Bay and Newport also been looked at for this enterprise. This information has been in all the local papers and widely advertised.

It was noted that if the UK government gives planning approval, they estimated that there would be enough tidal power generated for approximately 155,000 homes. It would be the world's first, with expectations that these tidal lagoons could generate enough power for the whole of Wales, making Wales the lead with this project, reducing the need for foreign fossil fuels and helping decarbonisation.

It was noted that this would promote tourism, but there were general concerns to wildlife preservation, although there is nothing as yet to validate this.

5.3 Welsh Government – War Memorial grant – RJ to provide information

This is a continuation for the grant we had for the cenotaph, it is a one off fund. It was noted that the railings could do with a repaint. RJ will investigate this further.

6. St. Edeyrn's Church ground

6.1 Management query

It was noted that a query had arisen from St. Edeyrn's re management of the Churchyard and documentation supporting this. It was noted that ownership of the St. Edeyrn's belongs to the Church and management is by the authority. St. Edeyrn's Church warden has found the documentation reflecting this.

There are still concerns that log rolls are being used to surround graves, which is against our guidelines. It was agreed to arrange a meeting with Mr Denis Cooper, Chair, Vice Chair and RFO to discuss this and check documentation.

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.

A resident asked about the noticeboard that is still missing from The Dell.

It was confirmed that this has been ordered.

8. Family Fun Day – Sat 11th July 2015

8.1 Summer Reading Challenge

It was agreed that they will be attending at 3pm and a good addition to our activities which includes:

- Tennis Wales, Began Road Golf Centre, Penalty shootout, Bottle Wheel, Frog in a bog, Table Top activities, Smoothie bike, Fruit kebabs
- It was noted that Plantos Nursery will be attending
- Portaloo has been booked
- The Barbeque will not be able to go ahead as the person organising this will not be able to attend, but there may be a sandwich bar instead

It was agreed that any profit made will go to the OSMVA.

The programme is nearly finished.

It was noted that OSMCC and OSMVA are currently requesting for any Volunteers for parking marshalls.

It was noted that the next FIT Working Party meeting will be 29th June meeting at 7pm in the Village Hall,

9. Highways and Planning (10 min)

It was agreed that there will be a Planning Working Party report and to reinstate the Planning Working Party – proposed by SJ seconded by DS

9.1 Appeal Goitre Farm – hearing

Another appeal is to be held against Cardiff Council as the Local Planning Authority's failure to give its decision within the appropriate period on an application for permission for residential development for 450 homes on land at Goitre Farm, Newport Road. The appeal will be held in City hall over two days commencing Tuesday 23rd June at 10.00am. It is important to note that this is not an appeal against refusal but an appeal against non- determination. Any one may attend the Hearing and if you wish to speak, be present at the start of the Hearing.

9.2 Edenstone Homes land north of Bridge Road

It was noted that this has been rejected by the planning inspectorate.

10. Finance (10 min)

(RFO to present financial report)

The Finance Report calculated up to today continues to show a healthy position and also includes the VAT rebate of £3,900 for 2014-15. The electric fixed price contracts for the Hall and Pavilion have been renewed at slightly cheaper rates. The level of private hall bookings is encouraging although timing issues relating to the repayment of Hall Hire Bonds is an issue if a booking is agreed at short notice. Payment by regular hall

users are up to date. Correspondence from the Pensions Regulator relating to our responsibilities come into force from 1st August 2015 and an update together with the first quarter's review of budget to Income and Expenditure will be available at the next meeting.

10.1 Internal Audit Report

The Internal Audit for 2014-15 has been completed and the Report are available for your perusal and comment. No adjustments were necessary to the books and the Auditor's comments relate to further suggestions to tighten up procedures, which have been ongoing for the last few years. Both the Auditor's invoice and my April and May timesheets show an additional 10 hours worked on the Audit require your approval.

It was resolved: all agreed for the invoice to be paid

It was resolved: all agreed the overtime

10.2 Signing and approving annual return

The Annual Return has been completed in respect of Sections 1, 2 and 4. Section 3 now requires the Council approval and certification of the accounting statements and Annual Government Statement together with the Chair's confirmation and signature and appropriate Minute reference.

It was resolved: annual return approved and signed DR proposed, seconded by DS.

10.3 Review Financial Risk Assessment

The annual review of the Financial Risk Assessment is now due. The Assessment approved last June covered every aspect of the business. Since that time, the only change involves the banking of hall bonds. These monies do not need to be banked to a separate account, but recorded separately on a spreadsheet. The recent audit recommended all private hall hires papers should now be listed and consecutively numbered as with our normal invoicing. Basically an extension of the existing Bond spreadsheet will suffice. A suitable note should be added to the Income section.

10.4 Boiler check and electrical inspection

The Annual gas boiler and service check has been carried out by Rhiwderin Plumbing and Heating on 28th May and the appropriate certificates now received. An invoice received for these checks totalling £245 again requires your approval. The annual electrical surveys of Hall and Pavilion are now scheduled for 29th June.

It was noted that the checks are to begin week commencing Monday 13th July

11. County Councillors Report (10 min)

(Cllr Dianne Rees and Cllr Georgina Phillips to present their reports)

Cllr Georgina Phillips did not present a report.

Cllr Dianne Rees presented her report:

Councillor Dianne Rees- Report to Old St Mellons Community Council June 11th 2015

It's been another busy month with planning issues again to the forefront. On May 12th the Planning Inspector heard an appeal against refusal by Cardiff Council to allow development at Bridge Road. A number of residents attended the appeal and the Inspector upheld Cardiff Council's decision. The appeal was dismissed. The reasons given by Inspector Thickett will be of assistance when other green field sites within the village are threatened with development.

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The 28 day time limit given to replace the fencing at the WPD lane has lapsed thereby opening to possible prosecution by the County Council whose land that has been damaged .I have received a letter stating the council will be putting up palisade fencing along the lane within two weeks .

Fly tipping seems to be on the increase again after a few years when it was becoming relatively rare. A bulldozer was needed to remove a huge pile of builders waste which appeared on the Rudry side of the M4 roundabout., I have made repeated calls to remove fly tipping of old sofas, armchairs and general household waste which is again appearing in the B&Q lay by in St Mellons Road near the junction with Bridge Road.

In addition, I have attended Governors meetings, Council Meeting, Scrutiny meeting and inquiries as Ward councillor as well as responding to constituent emails of concern.

The Velathon June 13th and Sunday June 14th a number of streets will be closed during this weekend.

12. Working Party Reports (10 min)

(Working Parties to present their report)

a) Village Hall Working Party

Asbestos Survey – consider quotes

HWP recommend that this is awarded to Kursten Vorland £300 + VAT.

It was resolved: all agreed

- Faulty lighting lens in the main hall reported to Clerk on 8th June 2015
- Cleaner Contract drawn up
- Caretaker Annual Review arranged and a Schedule of Work has been drafted for the Caretaker role
- Fire Door Quotes, the HWP recommend A Richley Carpentry £584.60 inc VAT.
It was resolved: all agreed
- We propose that WI might like to care for the new flower border lining the entrance path the Village Hall

b) Playing Fields Working Party

Green Flag Award Scheme:

Lucy Prisk - Keep Wales Tidy and runs the Green Flag Award scheme. The scheme awards green spaces and parks for reaching a good standard and has been running for 20 years. For more information, take a look at our website – www.keepwalestidy.org/greenflag

It was agreed that this is a good idea and it was noted that RJ will contact Lucy Prisk

- It was noted that an Electrician needs to attend playing fields
- It was noted that the tree stumps in fencing has been made safe
- Check when the jet washing is to take place
- Pavilion needs repair urgently DS to source welder as the pavilion is now open for a potential break-in.

It was agreed: DS to look at getting this repaired

13. Correspondence Received (15 min)

13.1 Crowdfunding – Cardiff Council information for fund raising.

Cardiff has recently launched a Cardiff specific crowdfunding platform called [Make the 'Diff](#). Crowdfunding is a way to raise funds for a project or an initiative that has proved extremely successful across the world. [Make the 'Diff](#), is aimed at raising money for projects that benefit communities in Cardiff or the city as a whole and is open to individuals, community groups or organisations.

It was agreed to forward this information to OSMVA for their consideration.

13.2 One Voice Wales – clarification of members' electronic information.

The Statutory Guidance states that the website of the Council should state the names of individual members, whether they are co-opted, the community ward, their political party affiliation (if appropriate), any offices they hold on the Council and information about how they can be contacted. It does not specifically state that address, telephone number and e-mail address of Councillors should be included although as they should be contactable by electors this will probably be expected. However, it must include information about how they can be contacted which could be via the Clerk if there is a specific reason for not including the member's contact details. The guidance states that it is not obligatory for Councillors to have e-mail addresses.

It was agreed to put the Clerks' email address for those Councillors who do not wish to be contacted directly.

13.3 Clarification on register of interest

In summary, the requirements of the code of conduct, as it applies to community and town councils, are as follows:-

- a) Councillors are required to declare a personal and, if appropriate, prejudicial interest in relation to pertinent matters when they are present at meetings.

- b) *When Councillors disclose a personal interest for the first time, they must give written confirmation of the interest to the Proper Officer, before or immediately after the close of the meeting.*
- c) *The Proper Officer should record interests disclosed at meetings for the first time in the register of interests required under section 81 of the Local Government Act 2000. The register must be available for public inspection at all reasonable hours and, following commencement of the 2013 Act, must be made available on the council's website.*
- d) *The register should be updated as soon as reasonably practicable after each and every meeting when new interests are disclosed.*

It was noted that this recommendation is already in place.

13.4 Kitchen refurbishment – when to start

It was noted that RJ will be contact OSMVA with dates when the hall will be available.

It was noted that the refurbishment will consist of new doors and replacement of sink.

13.5 Older People Conference – ideas of amenities

Suggestions to have a luncheon club or coffee morning.

It was noted that One Voice Wales are hosting a seminar with – Older People Conference, RJ will ask for a feedback. To be deferred.

There is a SWALEC conference on 1st July

13.6 Consultation re Protecting Community Assets

It was noted that the RFO to have a look at this.

13.7 Aviva Community Fund Result

Total amount of votes 501.

13.8 St. Mellons Church in Wales School – hire letter

It was noted that a request to hire the hall for their leaving party for their head teacher and if they could have a reduction.

It was resolved: All agreed

14. Items for next meeting (2 min)

Green Flag Scheme

Bulb Planting

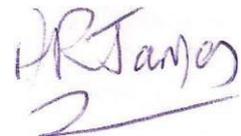
Attendance of Councillors

Lunch club/coffee morning for older people.

Meeting closed at 10:45pm to the public

Private meeting to commence to discuss staff contracts

Next meeting: 9th July 2015



*Cllr Rosemary James MBE
Chair to the Old St. Mellons Community Council*