

## **OLD ST MELLONS COMMUNITY COUNCIL**

Minutes of the meeting held in the Village Hall, Newport Rd,  
Old St. Mellons at 7.00pm on Thursday 23<sup>rd</sup> April 2015

### **Present:**

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

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

**Councillors:** Cllr Ricky Blackmore (RB) Cllr Jane Rogers (JR)  
Cllr Sarah Johns (SJ) 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 Suzanne Williams – Work commitment  
Cllr Andrea Davies – Working Commitment  
Cllr Len Phillips – no apologies given

It was noted that again attendances are falling short – and question of their commitment to the OSMCC.

Chair to write to each member querying non-attendance.

### **2. Declaration of interests (1 min)**

DR: St. Edeyrns, Playing Fields  
RJ: OSMVA, St. Edeyrns, Full Circle

### **3. Police Matters (1 min)**

None to report.

### **4. Members from Outside Bodies (5 min)**

Denis Cooper - Summers Funeral Directors – not present  
Kayleigh Cottle - Haygrove Growing – not present

Maynard Niinenae – Football Club

Mr Maynard Niinenae has been running the football team since 1987 and had been using the Trowbridge Community Centre which has now demolished, financially the cost of pitches, running football etc, and meetings in a pub is getting too expensive. The Village Hall is an ideal place. We would like to meet every Saturday on a regular basis for a couple of hours 4 – 8pm, bringing our own alcohol and sandwiches. There would be no more than 30 people. Also would like to bring along a small fold away pool table and leave it at the premises. To commence from 1<sup>st</sup> July.

DR thanked Mr Niinenae for attending and stated that we would make a decision at the end of the meeting today.

Emma Palmer - Happy Hands and Twinkley Toes

This is a franchise company and are looking to hire the hall for 0-4 year old for a music and movement group – confidence building. Each session is 45 minutes and there would be approximately 20 children, parents would stay with the children. No storage is required. This group would run on a weekly basis on a Tuesday 9:30am as a drop in session and will continue through school holidays.

DR thanked Emily and her colleague and notified them we will be in touch in due course a decision will be made by the Committee after the meeting.

**5. Minutes – to approve as a correct record of the minutes of the meeting held on 12<sup>th</sup> March 2015 (5 min)**

AD wanted it noted that apologies were given for 12<sup>th</sup> March, Clerk noted apologies sent at 20:45 on 12/3/15

9.4 It was noted to remove “for reclaiming of VAT and reimbursed by OSMVA from their fund” in the last sentence as this was incorrect.

**All approved and agreed**

**6. Matters arising from the minutes of 12<sup>th</sup> March 2015 (30 min)**

**6.1 Goitre Farm – appeal update**

It was noted that there was still no news.

**6.2 Computer and printer equipment for purchase**

The computer currently used by the RFO is nearing 5 years old, is very slow and losing data. It was agreed to purchase a new computer and purchase a WIFI printer for the office. It was agreed to spend a maximum of £600.00 for both items.

**It was resolved: all agreed.**

**6.3 Green room refurbishment**

The room has now had all items removed and will need decorating. Working Hall Party will look into refurbishment costs.

**6.4 Noticeboard to the Dell – noticeboard situated at Arcon House**

RJ had received a quote and it was noted that the cost would be £98.00 it was agreed that the cost seems reasonable and to go ahead and purchase.

**It was resolved: all agreed**

**6.5 Cleaner – update**

To be discussed at end of meeting.

**6.6 Fire Risk Assessment – determine time line.**

DS will be keeping the documents and updating accordingly with monthly checks where appropriate.

**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.*

There was no notice indicating that the meeting had been changed to 23<sup>rd</sup> April, would like notice if meetings were to change.

Chair had noted that the information was on the website but noted comments.

There is a lot of litter along Newport Road and around Swalec site. A comment made by a resident had stated that they would be happy that part of their precept would pay for a litter picker.

It was noted that DR would like to advertise for a litter picker – to agenda this for the next meeting.

Noted that there has been a lot of dog fouling in the Ty-To-Maen – a suggestion of a sign was made and perhaps keep a note of offenders and report this to Cardiff Council.

**8. Highways and Planning (10 min)**

Cllr Dianne Rees submitted this as part of her report.

**8.1 14/02556/MJR and 15/00809/MJR**

Proposal: Application for Approval of Reserved Matters, Phase 1 of St Edeyrns Village to include 452 dwellings, village centre (comprising retail and community uses), play area, allotments, community orchard and Phase 1 of the Riverside Park and Public Open Space. All with associated landscaping, land reprofiling, access and highway works. Discharge of Planning Conditions 2, 22 and 23 (Design and Noise

Mitigation) (14/02556/MJR) and Discharge of Planning Condition 11 (Surface Water Drainage) (15/00809/MJR) following the Granting of Planning Permission ref 13/00578/DCO for 1020 New Homes, Village Centre (Comprising retails, employment and community uses), play areas and allotments, 2 form entry primary school, riverside park, including extension and improvements to Rhymney Trail, all with associated landscaping, land re- profiling, access (vehicular, cycle and pedestrian) and highway works  
Location: Land East of Church Road and North and South of, Bridge Road, Old St Mellons, Cardiff  
Applicant: Persimmon Homes (East Wales)

Plans and Maps are available to view and are on display in the Old St. Mellons Village Hall.

There are 3 phases to this development.

DR and RJ had a meeting with the developers and asked for plans and to go through proposals. It was noted that OSMCC will need to make comments before this goes to the planning committee on May 13<sup>th</sup>, DR and RJ will go back to the planning office.

It was noted that the development of the road is very wide and there are concerns over this. There are plans to close off Bridge Road and install pop up bollards for use by emergency vehicles and perhaps a bus, accessible via a fob.

It was noted that the 1<sup>st</sup> phase would take approx. 2 yrs. Cllrs concerns were would this work be continuous 7 days a week, with large amounts of HGV in the development area.

It was noted that there would be regular leaflets, which will be distributed to all the residents informing of them of commencement of works.

It was agreed to write to OVW and establish whether the new community of St. Edeyrns will still be part of the Old St. Mellons community.

It was noted that 25% of the houses in the development would be 3 storeys.

Some objections and concerns would be:

- timescale for Bridge Road closure, before commences of building works
- width of spine road is of concern
- what is the future of St Mellons Road
- concern over allotments with public toilets facility and pump house
- who will run the allotments?

**It was resolved: all agreed to write a letter raising concerns with the planning application.**

## **9. Finance (10 min)**

*(RFO to present financial report)*

The Finance Report calculated up to today shows a healthy bank position after allowing for presentation of all outstanding cheques and April monthly DDs. The DDs include an increase in the monthly rates to £482 and the quarterly waste management charge. As usual there are a number of small expense cheques for signature and approval. Three cheques relating to repayment of two hall bonds and the final PAYE payment for the year have been issued. The Toilets Upgrade invoice has been paid and the contribution from the Village Association of £9k is included in Income. Precept Monies for the year have been banked and are reflected in the bank balance. Monies received from all hall users are shown in the Report.

### **9.1 Year end internal and external Audit update**

As you are aware it is audit time. I have agreed with the Internal Auditor, Peter Morgan, to collect all the papers to complete his audit on 13<sup>th</sup> May. The ledgers are completed for the year end and bank reconciliation, PAYE and VAT returns finalised. There are a number of items to be collected for the Audit, eg copy leases, signed Minutes etc.. The Annual Return has been received direct from the external auditors, Messrs Mazars, which has to be completed, signed off at the June Meeting and forwarded by 30<sup>th</sup> June.

### **9.2 Precept monies and budget**

The Precept for 2015-16 has been received and this amount has been maintained at the same level for several years. The Budget was prepared and agreed in November and December last year. The contribution by the Village Association towards the toilet upgrade reduced the amount

allocated in the 2014-15 Budget, which is now available in the current year. There are upgrades and improvements, especially to the Hall roof, that may be necessary and this expenditure will become clearer in coming weeks.

#### **10. County Councillor Report (10 min)**

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

It was noted that Cllr Georgina Phillips did not submit a report.

DR attended the Standards and Ethics committee and a new law commencing 1<sup>st</sup> May that Community Council websites are to be brought in effect. It was noted that:

- A requirement to publish information electronically, contact details of clerks and members
- A requirement to register Community Councillors interest must be published.

DR read: *Section 81 of the 2000 Act also requires each relevant authority, including a community or town council, to make its register available for public inspection at all reasonable hours.*

It was noted that the Welsh Government will be changing the Model Code in due course.

There are also recycling changes as Cardiff Council has decided reduce the size of our black bins and will be replacing these with a small one, the Welsh Government has set a recycling target and it was noted that our ward has achieved 70% one of the highest.

Planning – St. Edeyrn's see Highways and Planning 8.1

#### **11. Working Party Reports (10 min)**

*(Working Parties to present their report)*

##### **a) Village Hall Working Party**

- 1) HWP and RFO met with the cleaner to discuss the contract and time sheet.
- 2) Fire door quotes are ongoing, one is in, we are waiting on two others. We would like this to be on next months agenda.
- 3) Asbestos Consultation quotes are also ongoing. We would like this to be on next month's agenda.
- 4) The HWP met up with OSMVA about the kitchen and front door refurbishments.
- 5) HWP/OSMVA joint recommendations are that Full circle are to carry out the kitchen refurbishment.
- 6) HWP/OSMVA joint recommendations to OSMCC is that Mattel Builders are asked to refurbish the front entrance doors.

**It was resolved: all agreed**

##### **b) Playing Fields Working Party**

Application for an upgrade to the pavilion needs to be made.

Tennis courts to be jet washed, a quote by Full Circle of £150.00 to clean the perimeter of the courts and remove moss.

**It was resolved: all agreed**

##### **c) FIT Working Party**

Update: Family Fun day – OSMVA will be supporting and offered to do a Barbeque. Families to bring picnic. Need to contact St. Johns Ambulance, Ice Cream Van – contact the one who came to our FIT day in 2013.

Cardiff Libraries – Summer Reading Challenge; to invite them to attend.

Next meeting for FIT party – 27<sup>th</sup> April at 7pm

RJ reported a meeting from One Voice Wales – regarding Swansea and Cardiff tidal lagoon project – currently the Cardiff tidal lagoon project has been submitted to the UK Planning Inspectorate an Environmental Impact Assessment (EIA) scoping report looking at Tidal Lagoon development in the area of Cardiff and Newport.

It was noted that the Development manager – would like to come to the Community Council and give information.

## 12. Newsletter (5 min)

- 12.1 Newsletter – update  
Newsletter completed ready for printing.
- 12.2 Advert – enquiry  
Unfortunately we will not be advertising businesses.

## 13. Correspondence Received (15 min)

- 13.1 Wales In Bloom – competition  
Correspondence received - Community groups may be interested to enter the It's Your Neighbourhood Scheme. Entry is free  
SJ to send to local school information.
- 13.2 Resident enquiry re – loss of connectivity  
Correspondence received from a resident concerns over the loss of the no. 56 bus  
DR to respond.
- 13.3 Fields in Trust - New campaign to find the UK's lost playing fields  
Correspondence received - *Carnegie UK Trust and Fields in Trust have launched a new campaign to find the missing playing fields and ensure that they remain protected for local communities to enjoy today and in the future.*  
Noted.
- 13.4 National Plant monitoring scheme – request for volunteers  
Correspondence received - *The National Plant Monitoring Scheme which was launched at the beginning of this month. The scheme is the first of its kind and asks **for volunteers across the United Kingdom** to visit a kilometre square local to them and **record the plants** they find there in several different plots. The scheme will enable us to explore how plants in different habitats are responding to changes in the environment.*  
Add to website.
- 13.5 Cardiff Libraries – Summer Reading for FIT day?  
Correspondence received - *Cardiff Libraries - regarding this year's children's Summer Reading Challenge. This is a scheme run by literacy charity The Reading Agency in conjunction with libraries over the school summer holidays. Schoolchildren across the country take part and you may have come across the Challenge in previous years. 2015's theme is Record Breakers.*  
See 11c – this is a good idea.
- 13.6 Cardiff Neighbourhood Fund  
Correspondence received – email 27<sup>th</sup> March 2015 - Health & Wellbeing fund  
There was some discussion to reinstate the lunchtime club and perhaps have a facility to teach the elder generation basic computing.  
  
DR asked JR to looking into this
- 13.7 Request for hall for weekend  
A request to use the Village Hall from Friday to Sunday was made – for a Wedding Reception, an enquiry as to the costs.  
**It was resolved: all agreed to 10% discount**

Residents were asked to leave to discuss the members from outside bodies.

Mr Maynard Niinenae

There followed a discussion with regards to the hall not being available for hire on a Saturday. As this is our busiest time for hall hires it did not seem practicable and would be unfair for the community not to have this opportunity.

**It was resolved: all agreed that this was not possible.**

Emma Palmer - Happy Hands and Twinkley Toes

As this is a community based event, this was received favourably. A one months review to be made.

**It was resolved: all agreed to one months review**


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

Advertise for a litter picker  
Fire door quotes  
Asbestos consultation

**Clerk left at 10:22pm**

There followed a meeting with regards to the Cleaner appointment – SJ to take minutes.

Next meeting - Thursday 14<sup>th</sup> May - AGM



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