

# **OLD ST MELLONS COMMUNITY COUNCIL**

Minutes of the meeting held in the Village Hall, Newport Rd,  
Old St. Mellons at 7.00pm on Thursday 9<sup>th</sup> July 2015

**Present:**

**Chair:** Cllr Rosemary James (RJ)  
**Vice Chair:** Cllr Sarah Johns (SJ)  
**Councillors:** Cllr Dianne Rees (DR)  
Cllr Jane Rogers (JR)

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

**1. Apologies for absence (1 min)**

Cllr Derek Stroud – holiday  
Cllr Suzanne Williams – work commitment  
Cllr Andrea Davies – work commitment  
Cllr Len Phillips – work commitment  
Cllr Ricky Blackmore – work commitment

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

DR – Ty'r Winch Playing Field, St. Edeyrn's Churchyard  
RJ – St. Edeyrn's Churchyard, OSMVA  
JR – 8.2 Highways and planning re: 15/01431

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

New PCSO'S need to update website, noticeboards has been updated with the new information.  
It was noted that they will be attending our Family Fun day.

**4. Minutes – to approve as a correct record of the minutes of the meeting held on 11<sup>th</sup> June 2015 (5 min)**

Page 3 11. – to make clear whether Councillors are in attendance.  
Approved as a true and accurate record.

**Approved: DR proposed; JR seconded.**

**5. Matters arising from the minutes of 11<sup>th</sup> June 2015 (30 min)**

**5.1** Welsh Government – War Memorial grant – RJ to provide information  
Clerk to send info to RJ to check regarding St. Edeyrn's Churchyard memorial and the small hall memorial to consider a covering of sorts.

**5.2** Pavilion repair  
Welding to rear of building and window covers need repairing. DS investigating defer to next meeting.

**5.3** Kitchen units repair  
OSMVA will be paying for the cost of the kitchen. RFO to get full specifications for auditing purposes.

Work to be carried out during the summer holidays.

It was noted that the front doors will be refurbished during this time as well, paid for by the OSMVA.

**5.4** Older People – suggestions - coffee morning etc.  
To obtain firm proposals for the autumn.  
Ideas to be discussed for OSMCC meeting in September.

**5.5** Green Flag Scheme

Lucy Prisk - [www.keepwalestidy.org/greenflag](http://www.keepwalestidy.org/greenflag)

RJ had spoken to Lucy Prisk and entry for the Green Flag Scheme is January 2016. Litter picking – request for volunteers for Wednesday 16<sup>th</sup> September 6:30pm -7:30pm

- 5.6 Bulb planting  
Volunteers - to be done on 10<sup>th</sup> October 10am – 12 noon.
- 5.7 Attendance and commitment of councillors to the community  
Defer to next meeting.
- 5.8 DR met with Denis Cooper from Summers Funeral Directors and confirmed all paperwork in place. RFO will have sight of file and make copies for the next audit as and when required.

It was noted that the existing plan of burial plots would be updated. The existing register is very old and dates back to the 18<sup>th</sup> century; suggestion was made to put this old register in the Glamorgan Archives and to create a new register. There have been quite a few requests to see the old register for people locating relatives.

It was noted that Summers Funeral Directors has a copy of the Deed dated 1928 stating that OSMCC has a duty to maintain the graveyard; St Edeyrn's Church also has a copy of the Deed.

It was noted that there are graves which contravene burial ground Regulations. Denis Cooper will be putting up a notice at the Church giving 6 months for the removal of items that are not permissible as per the agreement that the purchaser signs. It was noted that after 6 months if items has still not been removed that Denis would make arrangements to have the offending objects taken away.

It was noted to have another site meeting in early autumn.

## 6. 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.*

Enquiry if the noticeboard is up in Acorn way, confirmed that it was.

Resident requested to have a copy of the final minutes. It was noted that this can be purchased at a fee.

It was agreed that at the next meeting a copy of the final minutes will be made available to purchase.

## 7. Family Fun Day – Sat 11<sup>th</sup> July 2015

Refreshments and teas until 4pm then Boules competition and bar.

In attendance: St. Johns Ambulance, Library Story Time, BBQ, Wales Athletics, Parking Marshalls, Ice Cream Van, French Platters, Tennis Wales, Cardiff Wales, Began Road Golf, Penalty Shoot-out, Coconut Shy, Street Games – Channel View Leisure, Smoothie Bike, Play Corner – Plantos, Bottle stall, Frog in a Bog, Hook a Duck, Splat the Rat, Wire Buzzer, Ping Pong Maze, Slide. Sack races.

## 8. Highways and Planning (10 min)

*(Planning Working Party to present their report)*

8.1 15/01408/DCH Extensions to side and rear Derwen House, Druidstone Road.  
Noted.

8.2 15/01431/MJR residential development of up to 65 dwellings land north of Druidstone Rd  
JR declared and interest.

**It was agreed to send an objection letter.**

**It was resolved: SJ proposed, RJ seconded.**

## 9. Finance (10 min)

*(RFO to present financial report)*

*RFO has sent apologies and asked the Clerk to submit the following report.*

July 2015 Monthly Finance Report

The Report for this month continues to show consistent income and expenditure movements in line with previous months.

As usual, several payments included in the Report require approval together with additional invoices from Ministry of Grounds and Three Nations Ltd for £109 and £180 respectively for emergency repairs and jet washing of the tennis courts at the Playing Fields. Last year's Vat rebate of £3,900 has boosted receipts as it is twice the estimated budget, while other income is running in line with budgets. Expenditure for administration, village hall and the playing fields are again in line with budgets. However the insurance and training/membership budgets totalling £2,600 will not be required this year due to an early annual payments in March 2015.

No further correspondence has been received from the Pension Regulator, although Staff have to make a decision as to whether they wish to have a pension by 1<sup>st</sup> August, but the Council do not have to make any contributions.

The annual electricity safety surveys of the Village Hall and Pavilion are now scheduled to be carried out on 13/14<sup>th</sup> July, so that Councillor Stroud can be present for the Hall emergency tests.

The asbestos survey has been completed by Kusten Vorland. Their report will be available next week, but I am pleased to report that I have received verbal confirmation that all samples taken have returned negative results. Therefore all scheduled works can be carried out without any concerns.

#### 9.1 Protecting Community Assets – info

There was a conference with OVW unfortunately the RFO could not attend. However, it was noted that we need to look into our lease and check renewal dates.

#### 9.2 Asbestos survey

Verbal report stated that the asbestos will be all clear.

### 10. County Councillors Report (10 min)

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

It was noted that Cllr Phillips did not attend or submit a written report.

Cllr Dianne Rees submitted the following report:

- *Local Development Plans*  
We are digesting County Council response with the issues raised with the inspector.
- *Pot Holes*  
Vaendre Lane, Wern Fawr Lane, there has been a few complaints, it has been noted to the Council but the pot holes has still not been filled in.
- *Parking Issues*  
There has been a number of telephone complaints from Cefn Mably Country House, as people are parking across the driveways, they have asked if we could send a support letter. They have also asked if they could be part of the Old St.Mellons Community.
- *Ty'r Winch Road lane access to WPD*  
Extensive involvement with ongoing issues in terms of ownership, cleared Cardiff Council land promised to reinstate it, but there are still gaps in the palisade fencing that was replaced after the original fencing was taken down by the resident. Dispute of who owns the land is ongoing.
- *Fires at Bridge Road Farm*  
Residents of Bridge Road has complained that fires at Bridge Road farm last for several hours, thick smoke heading towards residents. Pollution control has been made aware and has asked residents to keep a diary.
- *Fly Tipping*  
Two large rubbish dumps has now been removed.
- *Double yellow lines at Ewrg Crescent has been painted to improve the parking situation.*
- *Flower boxes outside Coach House and Bluebell has been filled by Parks.*
- *Objection will be sent with regards to the 65 houses application North of Druidstone Rd.*
- *There is going to be a substantial shortfall in the budgets of Cardiff Council.*

## 11. Working Party Reports (10 min)

*(Working Parties to present their report)*

### a) Village Hall Working Party

- 1) We met with the Caretaker on 15/6/15 to review his "Tour of Duty" requirements around the building and to review ladder safety. No issues were raised by the HWP or Caretaker.
- 2) Health and Safety concerns about light lenses in the main hall were resolved with the Caretaker.
- 3) A Richley fire door work to be completed in the summer holidays.
- 4) Small hall roof investigations and quotes are underway.
- 5) A lot of time was taken up, of HWP members time, attending joint OSMCC/OSMVA meetings and preparations for the fun day - RJ,DS,SJ (&DR).

### b) Playing Fields Working Party

The padlock to the gates of the playing field had been removed and another one put in its place, this had been done in error by Cardiff Council. They have since replaced this lock with a new one and have provided a set of keys.

### c) FIT Working Party

The fit day working party recommends the hire of a bouncy slide for £245, for the family fun day. The ride can have a charge of £1 for 3 slides.

**It was agreed: SJ proposed, JR seconded.**

## 12. Correspondence Received (15 min)

### 12.1 WPD Ty'r Winch Field – fence issues

See DR report.

### 12.2 Sit on mower- third party interest

Defer to next meeting.

### 12.3 Public Access Defibrillation Scheme

*A Public Access Defibrillation Scheme (PADs) is any location that has an Automated External Defibrillator (AED) available for use by members of the public and/or staff in the event of a Sudden Cardiac Arrest (SCA).*

It was noted that we may look into this in the future, as the Village Hall is not continuously in use, we would need to put into place a provision of maintenance.

### 12.4 Ty'r Winch Field – Car parking BBQ

An enquiry was made that the field was in use and it was thought the Family Fun Day had been brought forward. This was a Scout event for fund raising.

## 13. Items for next meeting (2 min)

### 13.1 Older People – suggestions - coffee morning etc.

To obtain firm proposals for the autumn.

Ideas to be discussed for meeting in September.

### 13.2 Keep Wales Tidy, litter pick, bulb planting, leaflets.

### 13.3 Lease to be discussed and to include an opportunity to extend our land.

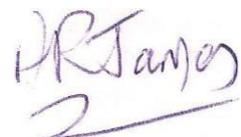
### 13.4 Newsletter.

### 13.5 Roof quotes.

### 13.6 St. Edeyrns site meeting.

**Meeting closed at 9:10pm**

**Next meeting 10<sup>th</sup> Sept**



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