

OLD ST. MELLONS COMMUNITY COUNCIL

Minutes for the meeting to be held in the Village Hall, Newport Rd,
Old St. Mellons at 7.00pm on Thursday 13th October 2016

Present:

Chair: Cllr Rosemary James (RJ)
Vice Chair: Cllr Sarah Johns (SJ)
Councillors: Cllr Dennis Matthews (DM)
Cllr Len Phillips (LP)
Cllr Dianne Rees (DR)
Cllr Derek Stroud (DS) - late

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

In Attendance: Mr Paul Good RFO (PG)

Cllr Rosemary James welcomed Craig Williams MP (CW)

1. Apologies for absence (1 min)

Cllr Jane Rogers – work commitment
Cllr Suzanne Williams – work commitment
Cllr Ricky Blackmore - unwell

2. Declaration of interests (1 min)

RJ: OSMVA, Full Circle, B James - repair loft and ceiling.
DR: St. Johns College, Ty'r Winch Field, St. Edeyrns
DS: OSMVA

3. Police Matters (1 min)

PC Alex Reed sent this report with regards to the motorbikes concerns.

Due to the summer months the motorcycle annoyance has been more prominent and a nuisance to residents across the ward but there has not been an increase of calls regarding this in Old St Mellons. Unfortunately, we are unable to pursue the motorbikes and it is frustrating also for officers where we are unable to identify the riders, passengers on the bikes. We do gather information regarding the description of bikes and riders and any information regarding locations the bikes may gather and take appropriate action where necessary.

There have been numerous bikes seized over the summer months in the Rumney/St.Mellons area as this happens across the city. There have also been motorbike operations in the area where we work closely with the council off road team. The team on the off road motorbikes go to the areas frequented by off roaders and stop them, we are then able to speak to the riders and take appropriate action and seize their bike.

We have another operation planned in a few weeks and I will update you with any results in time for the next meeting.

The bikes do seem to be using the lanes in Old St Mellons to access Gwent and Pontprennau/Pentwyn areas.

Residents can contact 101 and report any motorbike annoyance as it's happening, any detail they can provide in relation to the description of the bike, rider, clothing will help greatly.

The crime incidents for the area are as follows:

*Eastern Business Park – Incident with a student at the location
Fox and Hounds Public House – 1 Assault and 1 Damage to the window
Druidstone Road – Burglary to the garage of the show home
Began Road – Harassment incident being dealt with*

The following incidents are being dealt with by the LLanederyn/Llanishen Sector however they do fall under Old St. Mellons.

*Church Road – New Persimmon Homes site – Theft of fencing
Burglary of storage container*

Unicorn Public House – Theft from vehicle

The access point at The Coach is every Tuesday 1100 – 1200 hours, officers are available to speak to members of the community regarding any issues they would like to discuss, or if they would like to speak to officers in confidence they can contact them via email or mobile to arrange a meeting. I have attached the team's contact details for your information.

4. **Minutes – to approve as a correct record of the minutes of the meeting held on 9th September 2016 (5 min)**
It was approved as a true and accurate record: DM approved, RJ seconded

5. **Matters arising from the minutes of 9th September 2016 (30 min)**

- 5.1 Fly the Flag for the Commonwealth – price for flag and pole
It was decided to leave this for next year.

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.

Tarmac had been laid to repair the pavement outside the Coach House, resident would like to say thank you.

On behalf of the St. Mellons School resident would like to put notices in the noticeboards for Macmillan Coffee Morning on Friday 21st October.

All agreed this was acceptable.

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

(Planning Working Party to present their report)

- 7.1 16/02224/MJR – Discharge of condition 33 – access to Persimmon development – concerns using Bridge Road for access to the new development instead of using the A4232, it had been noted that Cardiff Council and Persimmon have been in discussions of a new application to extend the use of Bridge Road for access, is in process.

It was noted that if anyone would like to make comments they can still do so within the next couple of days.

- 7.2 It was noted to write to the Police and ask to position the speed camera van on Bridge Road and Newport Road - bottom of hill outside the Village Hall. Clerk to write to the Police, cc CW

- 7.3 There is a weight restriction on Wern Fawr Lane which seems to be continually disregarded by large vehicles between 9am-5pm. Clerk to investigate.

8. **Finance (10 min)**

(RFO to present financial report)

The RFO confirmed that the October Finance Report had been sent to Councillors and shows that the movement is in line with budget. The report shows several cheques requiring approval and in addition further invoices of £30 and £136 have been received relating to OSM Defined advert and the purchase of hall hoovers/cleaner recommended by the HWP. Income included £260 in respect of a recent interment at St. Edeyrns with a further £250 recently received for hall hires. The RFO said that as the Precept needed to be agreed at the November meeting he would be giving a comprehensive report at that time. The statutory notices relating to the 2015-16 Annual Report were made available to the general public, but no requests to see/discuss were made. The external auditors invoice is still outstanding.

- 8.1 Fixed assets register to be reviewed – Leaflet stand still missing

The RFO reported that Cllr Rogers had queried a leaflet stand purchased in 2012, which was not on the Fixed Asset list. The RFO has been unable to trace it and is concerned that a number of items listed must now be obsolete. RFO felt the list should be checked on site and ticked off as this has not happened for some time. Items below £100 RFO would like to put these items under consumables. By February to have a decision as to what should be classed as a fixed assets and to go through in detail the fixed asset register.

RJ asked LP if he could ask Andrea Davies who was one of the previous councillors if she may know of its location.

- 8.2 Hall Users – Insurance RFO to check what applicable – private hires is are covered, there is some discrepancy with the long term hall hirers – ongoing.

The RFO said that since he attended with the Clerk the SLLC Conference, there was concerned whether the regular hall users were properly covered under the Village Association insurance. RFO had spoken to our insurers, who confirmed that providing a user was operating under their umbrella any claim will be against their insurers whereas private hirers are covered under our insurances. However, anyone carrying out a business on our premises requires their own insurances. Cllr. Stroud agreed to clarify the position with the Village Association.

- 8.3 Grass cutting contract – to keep existing contractors, agreed to tender next year.
The RFO stated the grass cutting contract started in June 2014 and was renewed for a further year in 2015. The contract review was discussed at an earlier meeting and put back. It appears there were grass cutting problems prior to 2014 and there was an intention to offer a 3 year contract with annual reviews. However, paperwork indicates an annual contract and the RFO required clarification. There have been no issues/problems with the contractor's work. It was therefore proposed and seconded that the contract continued until June 2017 subject to open tender at that time.

It was resolved: all agreed to put out to tender next year

It was resolved: DR proposed to keep same contractors, SJ seconded

- 8.4 Precept Review Meeting - fix meeting date
Enquires to the electoral office as to costings before the meeting.

The RFO requested a separate Precept meeting as he required clarification on retained bank balance, elections and 2017 HWP suggestions. It was agreed to hold the meeting in the Hall on 17th October at 10.30am with all councillors invited.

- 8.5 IRPW - Independent Remuneration Panel for Wales - Draft Annual Report
In accordance with the requirements of Section 147 of the Local Government (Wales) Measure 2011, which would have effect for the municipal year 2017/18, in order to meet the Measure's requirement to publish this report by 28th February 2017, any representations you may wish to make about this report should be received by no later than 28th November 2016

The RFO had already completed a NIL report for IRPW and had submitted the report to the Welsh Assembly and attached a copy to the main outside notice board.

- 8.6 Baby Changing unit – RFO to purchase

9. Annual Planner (10 min)

- 9.1 Remembrance Sunday 13th Nov - Service at the Cenotaph will be at 12pm
Village Hall will be open to all
Clerk to ask Police for traffic control measures.
- 9.2 Community Carol Singing 16th December 6:30pm at the Coach House.
- 9.3 Hall Hire charges review – next month.

10. County Councillors Report (10 min)

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

- Met with Planning officer and Persimmon representative on 16th Sept., re traffic in Bridge Rd, the new application is to extend period of construction of traffic. Petitions have been submitted.
- Roadworks currently in Began Road – from Marleigh Lodge to bottom of Began Road and the motorway bridge – gas works will be carried out for 12 weeks, temporary traffic lights will be in operation.
- Resurface works in Druidstone Road, this will be closed for 2 days – work carried out to water mains.
- Meeting on 14th Oct to discuss the new community facilities with St. Edeyrns, RJ and Persimmon.

- Fly tipping clearances, Began Road and Vaendre Lane, unfortunately there is nothing in place for preventing this problem, would like measures to tackle this continuing issue.
- Pot holes repairs are now being carried out.
- Planning application for St. Mellons Service Station – this has been reapplied to extend ground floor to make it larger and wider.
- There are concerns by residents over traffic using Old Hill and Chapel Row as a short cut.
- Ty to Maen planning - deferred for a site visit, there was a petition of local residents to the plans, amendments have been made, but the residents are still unhappy.
- Outside the Coach House resurfacing has been carried out and new tarmac has been laid.

Cllr Philips did not send a verbal or written report.

Chair asked Craig Williams MP if he would like to speak.

CW thanked Chair for the invitation to attend our meeting.

It was noted that CW also represents Pentyrch, used to living in an area which has a Community Council and has offered his help to address any issues OSMCC may have.

Noted that CW works closely with County Cllr DR and anything that is asked gets done.

If there is anything that is required for intervention by CW, would be more than happy to undertake the issues and try to resolve them.

Anyway to help, please just ask.

DR asked if CW could advise on the boundary commission – it was noted to the Community Council to get involved as the boundaries are changing, Pontprennau and Old St. Mellons are being removed from Lisvane and Thornhill, with the links being removed from Cardiff North and placed in the new constituency of Cardiff South East in this current boundary change.

CW is seeking to remain with the Cardiff North links and currently undergoing talks and recommending OSMCC to stay with the existing boundary.

It was noted that Old St. Mellons and Lisvane have common similarities and keen to pull Cardiff Community Councils together.

There is a month to get the representations in.

Chair thanked CW for attending.

11. Working Party Reports (10 min)

(Working Parties to present their report)

a) Village Hall Working Party

At a meeting of the Hall Working Party on Friday 7 October 2016, the following matters/concerns were raised and discussed:

- Carpet invoice from PUMA to be sent to RFO for payment
- OSMVA to give CC donation to cover cost of carpet and fitting
- Hall side lights need replacing with appropriate shades
- External lights above doors and pathways need repairing/replacing
- VA offered to supply new external lights/security lights to give better light for hall users
- Step ladder needed for hall – approx. £100 from B & Q
- Baby changing unit £114.99 ex VAT from - HSDonline.co.uk
- Repairs to loft floor and ceiling above bar £185 - (Cllr R James declared interest)*
- Replacement Henry urgently needed
- 2nd Hoover requested for use by hall users
- Fire Exit signs etc. to be purchased
- Insurance re hall users ask RFO to investigate
- Ladies hand drier - intermittent
- CC office door and key cupboard found to be unlocked on several occasions

- Checklist for hall users' needs to be distributed
- Door mat to be purchased kitchen/fire door entrance
- Side lights to side of hall needs rewiring
- Quotes for security lighting

It was resolved: all agreed to obtain quotes for security lighting

It was resolved: all agreed to obtain an extended ladder

It was resolved: Bill James will carry out work to loft floor/bar ceiling

It was resolved: Concrete outside front door DS to sort.

b) Playing Fields Working Party

- i) Date to receive Green Flag award – discuss comments on report

It was noted that in order to achieve this award high standards are required.

DM had noted that the report had stated the playing field was effectively managed and would be reviewed every year and if successful a flag will be issued. There was one comment made and it was thought that the gate could be easily locked while someone was still inside.

A suggestion to cut the hedge lower so that people could see into the field. Another suggestion was to create a separate access point.

Noted that the benches were looking tired and an extra rubbish bin was required.

- ii) Graffiti on FIT stone, DM will be removing this.

- iii) Cardiff North Neighbourhood Partnership Fund Application

- DM noted we were successful in obtaining grant
- Suggestion that this could go towards purchasing gym equipment for Ty'r Winch Playing Fields
- It was noted the equipment would be inspected periodically by Cardiff Council

DR thanks DM through the chair for all his hard work.

DM would like to send thanks to all those that took part.

- iv) Friends of Fields in Trust - Nominate your park as the UK's Best

It was noted that the Clerk would complete the nomination form.

- v) To update the open and closure of Ty'r Winch Playing Fields gate – volunteers.

Clerk to ask for volunteers.

c) Village Plan Working Party

- i) Village Plan Survey – Results

Cllrs given documentation of the results to be reviewed and commented on by next meeting.

d) Old St. Mellons Village Association

A recent meeting with regards to Carpets for the Village Hall – it was agreed to donate to cover costs.

It was noted that the piano when being pulled out will damage the carpet and rail, a suggesting to put rubber matting down prior to moving the piano.

12. One Voice Wales – report (5 min)

12.1 Planning Aid Wales – training 8.12.16

12.2 One Voice Wales held another meeting on 1st October one of the speakers Mark Drakeford AM the Cabinet Secretary for Finance and Local Government set out the challenges facing local government brought about by the current financial climate. He sent out a very positive message that community and town councils had a very important role to play in the future of public services provision.

13. Correspondence Received (10 min)

13.1 The 2018 Review of Parliamentary Constituencies in Wales Initial Proposals -

The Commissions' Initial Proposals Report was published on 13th September 2016 and is available on the Commissions' website: www.bcomm-wales.gov.uk

13.2 Concerns over parking at St. Johns College

It was noted the residents has been having difficulty in gaining access to Hastings Crescent due to the number of vehicles parked while dropping off or picking up children from St. Johns College, the Police are aware of this situation and it was noted that the School had been provided with a letter for all their pupils before the end of the Summer term. Police officers have also spoken to the residents in Hastings Crescent and Allen Close and has provided them with the teams contact details. The situation will continue to be monitored.

DR in her capacity as County Councillor had also raised concerns with parking at St. Johns College and will be meeting with the governing body to discuss the parking polices. Cardiff Council has also been written to and there is a meeting later this month to try and find solutions to parking around schools.

13.3 Nominate your local site Fields in Trust

See 11 b) iv)

13.4 St. Edeyrns – request for additional facilities

It was noted that St. Edeyrns Church would like to improve their facilities, with the recent new development and are hoping to increase their congregation, such as new toilets and a small kitchen.

It was agreed that they could attend our next meeting in November and to bring along any plans/proposals.

13.5 Persimmon at St Edeyrns Village – fund?

There will be a meeting on 14th Oct to discuss the new community facilities with St. Edeyrns, RJ and Persimmon.

14. Newsletter (5 min)

Items for the newsletter by next meeting all to give.

- Old St. Mellons in Bloom competition
- Green flag Award
- History of St. Mellons & the Community Council
- Bat watching

15. Items for next meeting (2 min)

- Survey results
- Proof read newsletter

Meeting closed at 21:50

Date of next meeting: 10th November 2016



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