

OLD ST MELLONS COMMUNITY COUNCIL

Minutes of the meeting held in the Village Hall, Newport Rd,
Old St. Mellons at 7.00pm on Thursday 14th January 2016

Present:

Chair: Cllr Rosemary James (RJ)

Vice Chair: Cllr Sarah Johns (SJ)

Councillors:

Cllr Dennis Matthews (DM)

Cllr Dianne Rees (DR)

Cllr Jane Rogers (JR)

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 commitments

Cllr Len Phillips – work commitments

Cllr Ricky Blackmore – no apologies given

2. Declaration of interests (1 min)

None.

3. Police Matters (1 min)

RJ met up with a new PCSO, new area covers Old St. Mellons and St. Mellons. Clerk will clarify this.

It was noted that there has been a couple of break-ins recently. Also noted a sign had been put on a resident's garage (similar to those that are put on wheelie bins for assistant bin collections) indicating a vulnerable person therein, this appears to be a new trend for criminals.

It was noted that there had been another police raid in the area, a question was asked if local residents could be informed of the nature of these raids or other police activity. RJ will ask about this.

It was noted to ask if we could have a Police presence at the next meeting, RJ will be speaking to PC Alexander Reed who at the moment is currently on holiday.

It was noted to thank the Police for their efficient control of the roads for Remembrance Day.

4. Minutes – to approve as a correct record of the minutes of the meeting held on 12th November 2015 (5 min)

Approved as an accurate and true record

5. Matters arising from the minutes of 12th November 2015 (30 min)

5.1 Policies and Procedures – update

- Cllrs Rogers – Employment, Contracts etc.
Deferred to next meeting, as still working on the data.

- All Cllrs to have a look at the Code of Conduct – review
Deferred to next meeting, and all Cllrs to bring any amendments they wish to be discussed.

- All Cllrs – Acceptance of reviewed Standing Orders
Defer to next meeting and all Cllrs to thoroughly look at the draft SO updated 2015

- Cllr Williams - complaints procedure
Defer to next meeting.

- Cllr Rees - ICO publication scheme
It was noted that this should be made more personal to OSMCC
With the following amendments
Page 1
Change 'model' to 'Old St. Mellons Community Council'
Remove 1st paragraph
'an authority' change to 'the authority'
Page 2
9th paragraph change 'of a' to 'of the' and 'a' to 'the' and add 'if possible'
11th paragraph remove sentence 'or in such other language.....'

It was noted to add ICO Publication Scheme to the Annual Planner.

Defer to next meeting for final review

- All Cllrs to review Freedom of Information
To add to page 4 'Arcon House' noticeboard
Remove sentence 'please note the fee payable etc..(as list of charges are already written below)
To add on page 2 contact details of Clerk, RFO and Caretaker.

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.

Pathway outside the coach house and further up on Tyr Winch Road, nothing seems to have been done.

A couple of street lights are not working along this road.

It was noted that DR will look into this.

A resident had telephoned the Clerk stating that there is a lot of litter and graffiti around the village.

It was noted there are volunteers of litter pickers, a request that was in our Newsletter. The graffiti had been noticed and DR is looking into it.

7. Highways and Planning (10 min)

(Planning Working Party to present their report)

15/03150/MNR Proposal: new dwelling & external works

Location: Danum, Druidstone Road, Old St Mellons, Cardiff, CF3 6XD

There is a concern that the entrance to the new dwelling has an impact on the road safety as the access has poor visibility for vehicles, pedestrians, cyclists and walkers.

It was resolved: agreed to send a letter.

8. Finance (10 min)

(RFO to present financial report)

The RFO stated that at the last meeting Council had approved the Precept increase to £27,600 for the year 2016/17. The Precept forms had now been received and required to be signed by the Chair, two other Councillors and the Clerk. The RFO requested completion of the forms, so it could be sent back to Cardiff Council by month end. The normal bank report had been sent to Councillors, which showed movements were in line with the current budget. As usual, the report showed a number of invoices requiring payment approval and signature by the Councillors, which the RFO requested. These payments included the third quarter PAYE. The RFO had today received a further invoice for £138.57 from the Trade Refuse, which he was querying and would report back. The RFO stated he had renewed the electricity contract for a further year with EON at a reduced price. In addition, he was in correspondence with Talk Talk regarding the monthly service charge as well as the Pension Regulator regarding the new regulations.

It was resolved: The Precept form was signed and the cheque payments approved

8.1 Hall Lease – update

The RFO has been in touch since November with the appropriate Council Dept. regarding the freehold acquisition of the Village Hall site, but is still waiting for a response. He will report back in due course.

8.2 Ground Maintenance Contract

The RFO had reported at the last meeting that the Grounds Maintenance contract was due for renewal. Councillors had agreed that they were satisfied with the existing contract and wished to extend as it was a considerable improvement on previous arrangements. The RFO required clarification and asked for instructions.

It was resolved: all agreed to continue with this contract

8.3 Tree Work St. Edeyrns & Ty'r Winch Road

The RFO had received quotes from Cardiff Treescapes relating to essential tree work at both the Playing Fields and St Edeyrns Church grounds. Although the firm had carried out work previously and prepared original site plans, the quotes are higher than budgeted. Again the RFO required clarification.

It was resolved: RFO would obtain two further quotes

9. Annual Planner (10 min)

To add ICO Publication Scheme Review – to February

For February to add:

Review Pest Control

Review the current financial year

Review Health & Safety

Review Standing Orders

Review Asset Register

Review Village Hall and Grounds Risk Assessment

It was noted on Monday 18th January there is a meeting with the OSMCC and OSMVA to discuss future projects eg, roof, painting.

10. County Councillors Report (10 min)

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

County Cllr Dianne Rees' Report

"Blocked drains, flooding in Druidstone Road

The New Year began with heavy rains. Although Cardiff was not affected as badly as other areas of the country, there were problems of localised flooding. In the week commencing New Year day, Druidstone Road's surface water drains could not cope with the volume of water. Two properties on the southern side of the road had torrents of water running down their drives almost reaching their front doors. On being informed I donned my wellingtons and waded through the flood water, and put in an urgent call to the council. The council sent out a tanker and driver within the hour of my call. He promptly cleaned the drains of built up silt and leaf debris and the water drained away.

Non collection of green garden waste bins

Residents frequently complain to me of non-collection of their bins, either green garden waste on the appropriate day or their black bins. When their bins were not collected on the right day residents called C2C. They received an answer that they would be collected but weeks later they still had not been collected. When I received an email from these residents I wrote to the senior officer explaining the history and asked for them to be collected and to ensure that it did not happen again. The officer did ensure they were collected and apologised to the residents for their inconvenience.

Planning and Building Issues

On two occasions this month I have had to call in Enforcement officers to look at problems with safety issues on a building site in our area. The possible dangers to motorists and pedestrians was dealt with quickly. Officers are also looking at an operation in which may not have the benefit of planning permission and which is causing a nuisance.

Local Development Plan

The public consultation has ended and the Inspectors have approved the LDP with some amendments. The Inspectors have not included a Green Belt. The LDP will now come to full Council for approval at the end of the month. Although many councillors are unhappy with the LDP which will see more than 13,500 houses built on green fields, it is likely to be voted in because of the number of councillors in the ruling party can out vote others.

Budget Proposals Public Consultation

The public consultation period ended on the 12th January. The budget settlement figure for Cardiff was better than anticipated. A council tax rise of just over 4% is proposed but this may change closer to the Budget meeting in February.

Litter in Ty'r Winch Road playing fields children's play area

Despite the apparently non-stop rain over the Christmas holiday period, bins in the children's play area were overflowing. Calls were made by community councillors to the council requesting a clear up of the potentially hazardous waste via C2C but the response was poor. Having visited the site and received photographs from Cllr Sarah Johns, I reported the problem on the councillor system on the Sunday and the area was cleansed on Monday. I have also requested that the surface needs thorough cleaning of algae and moss, but have not yet heard when this will take place.

Pot holes

Pot holes in Vaendre Lane are again an issue. I have referred the matter to the senior highways officer, reminding him of promises made last July and asking when the Lane will be resurfaced.

Attempted theft of a small "monument"

It has been reported to me that a man was seen by a resident attempting to dig out a small "monument" on land near Vaendre Lane. The man was interrupted in the process and made off. Does anyone know what it is?"

County Cllr Georgina Phillips did not attend or had sent a report.

It was noted that the tennis courts edging is covered in algae.

Suggested a notice put up on the gate to take reasonable care while playing on the court as ongoing maintenance is in place.

It was resolved: RFO to contact Full Circle.

JR will pin notice to courts.

11. Working Party Reports (10 min)

(Working Parties to present their report)

a) Village Hall Working Party

The chrome edging strip has come unglued from main entrance doorway.

There is a significant amount of water being tracked into the entrance lobby, due to the puddle in front of the door.

Guttering above small hall fire exit still faulty.

Guttering - both downpipes are blocked on the front of the main hall (left hand and right hand side of the Main Hall).

Several doors in the hall are found to have loose hinges.

Use of scout store above bar must be reviewed, the current storage space is unsuitable for the type equipment that the Scouts are currently need to store.

It was resolved: To move the heavy equipment from the storage space to the green room.

The chiller cabinet in the bar is broken. Should the Community Council buy the replacement?

It was noted the Entertainers and the Old St Mellons Village Association have purchased a chiller.

A couple of complaints about the heating have been made - the cause has found to have been the heating controller has been advanced several times by someone. This then means the controller is on the wrong day and time.

A table trolley has been bought and installed in the small hall, the store area is now tidier.

New small tables are needed for the small hall, the current ones are not fit for purpose - loose tops and rough edges.

The OSMCC sack truck is missing, it was stored in the office. Please can it be returned?

The risk assessment has been carried out and is currently being compiled.

The HWP propose to meet with hall users in the coming months to discuss use of the hall, heating, observations from the risk assessment, etc.,.

Have the Hall keys been returned by St Johns College?

It was noted that the keys still have not been returned DS to contact St. Johns College

Need hall hire check sheets for the Caretaker - he has none left.

b) Playing Fields Working Party

It was noted the play area and pathways need cleaning.

10:30 Saturday morning volunteers to bring a stiff brush.

Nordic Walking will take place at 11:00am on Saturday 16th January.

There are active moles, so will need to seek further advice, RJ will look into this.

c) Village Plan Working Party

JR would like to adopt this project and has taken an example that Lisvane Community Council has done with a questionnaire that they had sent out to residents and it was suggested that Old St Mellons could do something similar. RJ suggested a survey monkey to be incorporated with this.

12. One Voice Wales – report (5 min)

The next meeting is on the 25th January and it was noted that SJ will be attending.

13. Correspondence Received (10 min)

Welsh Government re: Local Authority mergers

On 24 November 2015 Welsh Government launched the consultation on the Draft Local Government (Wales) Bill and Explanatory Memorandum. The objective of the Draft Bill is to complete the programme of Local Authority mergers and set out a new and reformed legislative framework for Local Authority democracy, accountability, performance and elements of finance. It will also establish a statutory Public Services Staff Commission.

It was noted there are two events scheduled in February.

Omega – small hall

Would like to use the small hall for play tennis with soft ball from Saturday 16th January until the end of 29th February weekly at £6 per session.

It was resolved: all agreed

Queens 90th birthday – beacons.

Beacons are being lit for this occasion so far 255 beacons have been confirmed.

Suggestion of a street party Sat 11th June a possible date.

Discuss at next meeting.

14. Newsletter (5 min)

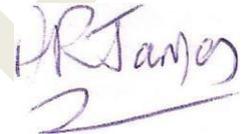
To be discussed in the March meeting, with questionnaire for Village Plan.

15. Items for next meeting (2 min)

Village Hall risk assessment

Meeting closed at 9:30pm

Date of next meeting: 11th February 2016



Handwritten signature in purple ink, appearing to read 'R James' with a flourish below it.

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