

## OLD ST MELLONS COMMUNITY COUNCIL

Minutes of meeting held in the Village Hall at 7.00pm on Thursday 11<sup>th</sup> January 2018

In attendance: Cllr Rosemary James MBE (Chair), Cllrs Dianne Rees (DR), Derek Stroud (D,S) Dennis Matthews(DM), Joel Williams (JW), Sarah Johns (SJ), Gaynor Hassan(GH)

Also in attendance – Paul Good, RFO & Acting Clerk for meeting

1. **Apologies** – Cllr Vic Davies, Cllr Charles Price & Clerk, Neried Evelyn-Gauci, who are unwell
2. **Declaration of Interests** – Cllr R James – St Edeyrns Church burial grounds
3. **Minutes** of previous Meeting on 9<sup>th</sup> November 2017 had been circulated and were approved as a true record – Proposed DR & seconded by JW

#### **4. Matters arising**

4.1 RJ & JW together with the RFO attended a meeting with the Committee of St Edeyrns Church on 9<sup>th</sup> January 2018. Updated plans were produced showing the Church's requirements of toilets, kitchen and meeting area, which the Council had decided in November in principle to assist if possible. At the outset, RJ stated the Council's position regarding the obligations to maximise income from assets for the benefit all OSM residents. Further the transfer of any land resulting in the loss of burial plots income in addition to ongoing obligations regarding the maintenance of grounds, boundary walls and trees have to be taken into consideration. The committee explained their position and after further discussion, it was agreed that they would have more detailed plans prepared of the smaller unit for consideration by Council at the next meeting.

#### **5. Police Matters**

DR & JW have met with the local Inspector and PC Sweeney as Chapel Row residents were concerned regarding the use of motor bikes and off road vehicles in the area. It is not SW Police policy to chase vehicles and the residents should report incidents to 101 as there have been positive results. The waste manager has suggested the use of 9 filled planters, which could be used to block off Chapel Row.

#### **6. Local Resident**

A local resident from Ty - To - Maen complained about considerable rubbish on the road and the lack of bins both there and in Wern Fawr Lane. Both DR/JW would contact the Council and ensure bins were delivered. If the residents filled the bins and contacted JW, he would arrange for them to be collected by the Council. Another resident complained that the signage to Ty-To-Maen Close was faded/worn and only on one corner. DR said that they had raised the issue with the Council previously as the problem applied to most roads in the area. New signs were promised 6 months ago and DR will chase up the matter. Concerns were also expressed over the disgusting, overgrown and dangerous state of the Play Area. DR agreed that the play area was unacceptable, but stated that there was nothing the Council could do if rubbish was just dumped in the front gardens of privately owned properties

#### **7. Finance**

There are 4 additions to the December 2017 bank reconciliation and January 2018 movements forwarded to Councillors earlier. The quarterly PAYE cheque for £509.20p and £81 for Cardiff Council re waste clearance also require approval. The RFO also banked cheques for £275 in respect of burial fees and £40 for hire fees. Both bank and budget are in line with expected projections.

**7.1 Budget & Precept.** The summary spreadsheet showing actual I & E to date and anticipated movements to 31<sup>st</sup> March 2018 is running very much in line with the budget for 2017/18 with an anticipated bank balance of around £10k at year end. During the year, Council approved expenditure and budget changes in a number of areas, where grants / donations were received eg Playing Fields additions.

The RFO has compared final anticipated 2017/18 figures to the 2017/18 budget and made assumptions of possible changes /increases for the 2018/19 Budget. Projected 2018/19 income does not include any grants/ donations, although it is hoped additional funds may be obtained from these sources. With expenditure, both Admin and Hall sections are consistent, although the RFO anticipates higher hall maintenance and improvements next year. Improvements at Playing Fields and Burial Grounds are expected to be ongoing in 2018/19 and reflect budget adjustments discussed at recent finance meetings. There is currently £2k + unallocated for Burial Ground improvements, but it may be carried over to next year. In the discussions regarding the Burial Grounds, the RFO was requested to undertake a complete review of o/s work and plot charges for the next meeting.

Based upon the calculations for 2018/19. It will be necessary to increase the Precept by an amount of £2,300 to ensure a reasonable bank balance is retained. The RFO considers a complete review of future requirements for our assets are undertaken during 2018/19 and finally recommended the Precept for 2018/19 should be £29,900.

The accepted recommendation was proposed by RJ and seconded by DM. It was agreed the RFO will sign the Precept form on behalf of the Clerk (unwell)

**7.2 Internal Auditor** JW knew of a suitably qualified person recently retired, who may well be interested in the position. It was agreed that JW would contact the person.

**8. Annual Planner** A review of the Annual Planner showed all items for the next 2 months are already being actioned. DM requested that the Green Flag review is added to January in future as the organisation has brought forward their timescale.

**9. Policies and Procedures.** The Chair asked all councillors to review/update the papers covering both P& P in order to adopt them at the next meeting. Financial Risk policy to be reviewed in February.

**10. County Councillors Report.** DR reported that there had been a series of burglaries in the Llanishen area and is concerned that it may shift to this side of the city. JW said there is ongoing travel congestion throughout the area and the problems will continue with the level of ongoing construction. DR has met with Christine Salter (Finance) and it is clear with ongoing budget cuts, the situation is unlikely to improve. The Park & Ride is to close on Sundays and is open at the wrong hours and together with reduced bus services, no light rail and Cardiff Bus losses, the position will continue.

**11. St Mellons Primary School.** No report

**12. Planning Applications.**

12.1 Droke House – Planning Permission granted for 33 flats comprising 30 one bedroom & 3 two bedroom with 8 car parking spaces

12.2 Doric House – Application for further 3 houses on the left hand side of garden. Object to planning on usual grounds.

12.3 Little Began House – Application for 2 5B detached houses and flat over garage. Strong objection to planning as part of area is outside the Settlement Area – Countryside

12.4 Public Art condition of Persimmon PP in 2013 - £50K is due to be spent to discharge this condition and the Clerk will request further information.

### 13. Working Party Reports

a) **Village Hall** - DS reported that a bush at the rear of the Hall had come down. Damage to the hall floor was repaired at short notice to avoid H&S /Insurance issues as a hall hirer wished to proceed with the hire. A discussion followed and the RFO was asked to review the position when small jobs within the Chair/Clerk's mandate were required at short notice.

b) **Playing Fields** - £1500 balance of the Tesco grant for the play equipment is shortly due.

**Boule court** – Funding of £1k is now available.

**Signage** - The new signage for Tyr Winch Playing Fields has been put on the back burner until next month.

**St Edeyrn's** – A single notice board will be put up in the development, when planning permission to site the board has been agreed

**Green Flag 2018** An updated report & photographs relating to Tyr Winch Road & Playing Fields has been submitted to the Green Flag administration in time to be considered for the 2018 renewal review.

c) **Village Plan** - No Report

14. **One Voice Wales** – Meeting next Monday will be attended by Chair RJ.

15. **Village Association** – A meeting with the Association to be arranged

16. **Correspondence** – OVW have responded to queries regarding pension. However further contract information is required and the Clerk will chase up the issue.

### 17 Items for next meeting

Meeting closed : 21:10



Cllr Rosemary James MBE

Chair to Old St.Mellons Community Council