

OLD ST. MELLONS COMMUNITY COUNCIL

Minutes of meeting held in the Village Hall, Newport Rd,
Old St. Mellons at 7.00pm on Thursday 12th March 2020

Present:

Chair: Cllr Dianne Rees (DR)

Vice Chair: Cllr Rosemary James (RJ)

Councillors: Cllr Gaynor Hassan (GH)
Cllr Dennis Matthews (DM)
Cllr Charles Price (CP)
Cllr Derek Stroud (DS)
Cllr Joel Williams (JW)

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

In attendance: Mr Patrick Smalley interim RFO

1. Apologies for absence & Acceptance

None

2. Declaration of interests

DR: St. Edeyrn's, Ty'r Winch Playing Fields

RJ: St. Edeyrn's, OSMVA

DS: OSMVA

3. Minutes – to approve as a correct record of the minutes of the meeting held on 13th February 2020 (5 min)

It was approved as a true and accurate record

4. Matters arising from the minutes of 13th February 2020 (15 min)

4.1 FIT green space – St. Edeyrn's Village – JW update
No further information

4.2 Village Hall pathway bend – DS
Ongoing – DM to enquire with another builder

4.3 Tap to sink behind small hall – dripping – DS
Ongoing - CP

4.4 Grant from tennis association – DM update
Need proof to show there is community support – ongoing
Produce a leaflet to send to the community

It was resolved: all agreed

4.5 Children's Play Area – moss, upgrading – update – DR
It was noted that the play area is now open

4.6 Vision ICT – Website accessibility
Clerk had noted that OVW had been contacted and Paul Egan had sent a legal topic note explaining the effect of the Accessibility Regulations in relation to Council websites. The note gives a link to Government guidance which should guide through the requirements.

It was resolved: all agreed to ask Vision ICT to update website to the new regulations

4.7 Notice of Vacancy – Community Councillors
Noted – no interest to co-option notices as yet – ongoing

4.8 Annual Planner – roof warranty – to approve
It was resolved: all agreed with the information added to the Annual Planner

4.9 OVW consultancy fee £114 provision for advice re job description/advert for permanent RFO position.
It was resolved: all agreed to the fee of £114.00

5. 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.

Resident – Trees are very tall which runs along Eastern Avenue request for these to be cut back to include the Ivy growing around them.

Cllrs DR & JW agreed to look into this.

6. Finance (10 min)

(RFO to present financial report)

6.1 Grass cutting contract

RFO – to contact contractor to agree for a 3-year contract commencing 2020

6.2 To approve the Clerk's & RFO's expenses

It was resolved: all agreed

6.3 To approve Caretaker open/close days

It was resolved: all agreed

6.4 Electrical Inspection due on pavilion

It was noted that this would cost £90.00

It was resolved: all agreed

6.5 Approve new lock fitted to park

Noted £10 lock to be purchased

It was resolved: all agreed

6.6 Approval of Clerk continuing membership with SLCC (£109), ALCC (£40)– renewal 1/4/20

It was resolved: all agreed

6.7 Approval of OVW Membership - £509

It was resolved: all agreed

6.8 Approval and signing of the insurance invoice

It was resolved: all agreed

Noted JW – attended 19:51

7. Pavilion Project Upgrade

On hold

8. Working Party Reports (10 min)

(Working Parties to present their report)

a) Village Hall Working Party

Report 25th Feb 2020

Councillors Stroud, Hassan and James met to review Hall. On the whole both halls were in good order. Cleaning was regular and Caretaking re lettings was being undertaken. No damage to hall itself during recent storms. Gutters to be cleared in the near future.

Actions to be taken:

- Hall users to be refreshed re 'Use of Hall Guidelines' i.e. rubbish to be taken away, chairs and tables to be stored correctly, heating controls, thermostat to be used correctly etc
- Toilet roll holders needed
- Soap dispensers to be considered
- 2 lampshades to be replaced
- Light sanding of floor and appropriate 'varnishing'

- Paper towel dispenser req. in disabled toilet
- Too many chairs in stores – excess need removing
- Deep clean of hall required – cupboards, floors etc
- New cupboard for Knit and natter / Gardening Club completed

Outside: URGENT

- Back entrance needs rectifying following heavy storms
- Paths to be swept – mud covered

Suggestion to get quotes for driveway and at the same time to look at the pathway bend

- Purchase of fire extinguishers
GH awaiting company to send info.

It was resolved: all agreed to go ahead and order extinguishers

b) Playing Fields Working Party

- Tennis Courts
See 4.4
Available funds : Calor Grant Fund, Comic Relief Fund and Groundwork – DM to look into these.

c) St. Edeyrn's Church

The following report was received:

Requested the need for someone to look at the main path. As the digger appears to have dislodged the flagstones.

All of the shrubs have survived the winter and hoping for a growth spurt as soon as the weather starts to warm up.

A new Team Vicar for the post at St Edeyrn's has gone out and the closing date is 15th March. As soon as I know if we have anyone for the job I will let you know. Revd. Beverley is on sabbatical until 22nd March. She has been caretaker since Revd. Carby left almost 2 years ago.

Noted – the path has been made level and flagstones put back, email has gone to the digger with regards to the dislodged flagstone.

- Pillars and gate – update
Ongoing
- Provision of land for toilet facility – need to establish exact area and size
Still awaiting architect to provide a date for completed drawings. The temporary toilet is in place but not an ideal location.
- Land for toilet – peppercorn rent?
Awaiting plans

9. Annual Planner (10 min)

9.1 Risk assessment Village Hall – see 8a

10. Policies & Procedures (10 min)

10.1 Review Freedom of Information Act
Noted – updated March 2020

10.2 Review OSMCC Publication Scheme
Noted – no change

10.3 Review Standing Orders
Noted – updated and approved in January 2020

10.4 Review Financial Regulations
Noted – updated and approved in January 2020 along with the SO

10.5 Review Fire Risk Assessment
Noted – updated and approved in February 2020

10.6 Review Health & Safety Policy
Noted – updated March 2020

10.7 Review Code of Conduct
Standards and Ethics Committee will be first point of contact – noted complaints have decreased.

10.8 Review Complaints Procedure
No Change

10.9 Review Employers Liability Certificate
Noted – will be renewed 1st April 2020

11. Police Matters (5 min)

The Clerk had reported the vandalism of the noticeboard at St. Edeyrn's where the door had been taken off and left on the floor.

It was noted that Bill James has taken the door to see if it can be repaired.

Police Report

Between the 16th January and 12th March there were a total of 8 crime occurrences. 16th January and 12th March there were a total of 19 South Wales Police Occurrences for the Old St Mellon's area.

- *There were 4 incidents of violence throughout this time.*
- *There were 0 burglaries within this period.*
- *There were 0 incidents involving Drugs.*
- *There were 3 incidents relating to damage during this period.*
- *There was 1 fraud occurrence.*
- *There were 5 suspicious incidents.*
- *There was 1 road related incident.*
- *There were 2 Anti-Social Behaviour incidents reported to police.*
- *There were 4 occurrences that were non-crime related matters involving concern for welfare/missing people/highway disruption.*

We are aware that damage has been caused to St Edeyrns Village notice board. This was not reported to us via 101. I would encourage all incidents to be reported via 101 so that we are able to monitor incidents and resources will be then be allocated accordingly. I will make sure that the team are aware of this incident and we will patrol the area when possible.

Operation Red Mana has been running during the summer months and continues to run throughout the city. This relates to our constant battle with off road motorcycle nuisance. We are aware Old St Mellon's is a particular victim of this and as such a joint collaborative approach with the council is being undertaken which will commence soon. It is worthwhile stating that the police are limited in their approach to off road bikes, primarily from a health and safety point of view, however I have requested that the St Mellon's area is a priority location for the operation.

The access point at The Coach House is every Tuesday 1130 – 1230 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.

St Mellon's shopping precinct remains a way-marker for our area and at the moment. There is a concerted effort from PC's and PCSO's alike to target this location with a view to reducing the number of ASB calls we have previously had.

12. St. Mellons Primary CiW School (5 min)

RJ presented points of issues raised by OSMCC – will provide details to be forwarded to CC.

13. Planning Applications (5 min)

- Application No. 20/00441/DCH – construction of single storey porch to front elevation to White Acre, Bridge Road
Noted

- Application No. 20/00373/MNR - partial demolition of existing flat roof structures to the rear and proposed new flat roof rear extension and terraced area with the formation of a new front entrance porch at: Unicorn Inn.
Noted – Clerk to write to planning in support to this application.
- 20/00374/MNR - landscaping works and internal redecoration Unicorn Inn
Noted – Clerk to write to planning in support to this application.
- 20/00543/DCH - erection of two storey side and rear extensions with upper extension to existing second floor at: Derwen House, Druidstone Road
Noted
- PRAP/20/00014/MPN - a 20 metre monopole, accommodating 6no. antennas, 2no. microwave dishes, the installation of 1no. equipment cabinet, along with ancillary works at: opposite Garden Centre Adj, Newport Road
Noted

14. One Voice Wales – report (5 min)

Nothing to report

15. Village Association – report (5 min)

Nothing to report

16. Correspondence (10 min)

16.1 Local Places for Nature – Keep Wales Tidy – WG email 26/2
Noted Clerk to write and express an interest

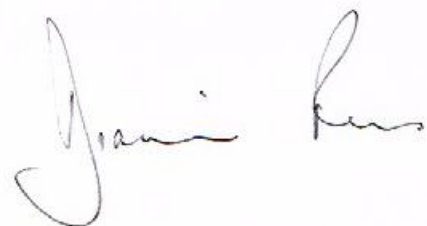
16.2 Noticeboard for Village Hall
DM to obtain quotes

17. Items for next meeting (2 min)

- Trees
- Caretaker & Cleaner – review
- Village Hall pathway bend – DS
- Tap to sink behind small hall – dripping – DS
- Notice of Vacancy – Community Councillors
- Grass Cutting – contract
- Pillars & Gate
- Noticeboards

It was noted that due to the Coronavirus to postpone the next meeting to 14th May 2020

Meeting closed: 21:30



*Cllr Dianne Rees
Chair to the Old St. Mellons Community Council*