

OLD ST. MELLONS COMMUNITY COUNCIL

Minutes for meeting held in the Village Hall, Newport Rd,
Old St. Mellons at 7.00pm on Thursday 13th April 2017

Present:

Chair: Cllr Rosemary James (RJ)
Vice Chair: Cllr Sarah Johns (SJ) – Apologies
Councillors: Cllr Dianne Rees (DR)
Cllr Derek Stroud (DS)

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

In attendance: Mr Paul Good (RFO)

1. Apologies for absence (1 min)

Cllr Ricky Blackmore – Sickness
Cllr Sarah Johns – no apologies given
Cllr Dennis Matthews – Other engagement
Cllr Jane Rogers – no apologies given
Cllr Len Phillips – no apologies given
Cllr Suzanne Williams – no apologies given

2. Declaration of interests (1 min)

RJ: OSMVA, St Edeyrns

3. Police Matters (1 min)

PC Andrew Sweeney is unable to attend as he is away on annual leave, his colleague Chris Williams sent this report:

There has been 9 ASB calls reported in the area with a bulk of these being off road motorcycle calls. We have ongoing operations in the area which include linking in with Cardiff County Council to utilise their off-road team.

There has been 1 report of a suspicious vehicle, 1 report of a vehicle obstruction and 2 reports of abandoned vehicles.

*There has been 1 report of theft of petrol from the Texaco garage and 1 report of theft of a bag.
There has been 5 vehicles caught speeding along Tyr Winch Road.*

There has been 2 reports of burglaries and 1 theft of number plates from a vehicle.

There has also been 1 report of a disturbance outside the Poachers Arms.

In an attempt to combat the problems of off road bikes around Chapel Row a meeting was held recently with a local Councillor, residents and Police in order to look at the possibility of gating the path that leads to Greenway Road.

*A meeting is to be held with the new head at St. Johns College on their return to school due to the parking problems and reports of threats made to persons parking their vehicles there.
Officers are patrolling the area's on a regular basis and also calling in see local residents at the coffee mornings in the area.*

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.

All the licensed premises in the area are part of the Pub Watch Scheme. This means that if there are any issues within these premises with any individuals, they are placed on a ban from licensed premises within the Pub Watch Scheme in Cardiff.

If there are any further community events that we should be aware of, can you please let us know.

4. **Minutes – to approve as a correct record of the minutes of the meeting held on 9th March 2017 (5 min)**
Noted: RJ & DS (DS omitted) to volunteer to open Ty'r Winch Playing Field
It was approved as a true and accurate record DS approved DR seconded.
5. **Matters arising from the minutes of 9th March 2017 (30 min)**
 - 5.1 Review signage to Ty'r Winch Playing Field
Deferred to next meeting.
- 5a. Taff Housing – Sara Brock
Re-scheduled for May/June
- 5b. RSPB's Community Engagement Officer for the Living Levels Partnership Programme - Gavin Jones
Re- scheduled for May/June
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.
No attendance.
7. **Highways and Planning (10 min)**
(Planning Working Party to present their report)
 - 7.1 Cardiff Living' development programme, comprising eight homes in Old St Mellons?
Noted: Development in Ty-to-Maen.
8. **Finance (10 min)**
(RFO to present financial report)
The RFO confirmed that the Council precept for £27,600 has been credited direct to the bank account. The insurance premium, One Voice Wales membership and the final PAYE payment for the year end are shown on the monthly reconciliation forwarded to Councillors. The RFO has queried the monthly increase of £4 for the Talk Talk broadband service and it was agreed to renew the service on the basis of no increase. There is a slight drop of £200 in the rates for 2017-18 as the RV has dropped from £10,000 to £9,300. The hire charge for village groups will be £8 per booking w/e 1st April 2017. The bank balance at year end is slightly higher than expected, but this is due mainly to the tree work approved last month being put back by the contractors until the current month. (The Clerk mentioned that at the recent SLCC Conference it was emphasized the need for regular tree reviews by councils). The RFO confirmed that he had a meeting with Cllrs. Stroud and Matthews and they checked/inspected the fixed assets to the register covering the Village Hall and playing fields. A number of old items have been removed from the register as being obsolete / removed on H & S grounds, while additional items acquired in the current year added to the Register. The new Register has been forwarded to councillors. A considerable amount of upgrades/renovation have been carried out in recent years and it was agreed the insurances of both Village Hall and Pavilion should be increased to £400k and £75k respectively. It was also agreed an ongoing review should take place each year. The RFO has already commenced work on the Annual Audit as there are additional requirements to complete the Annual Return together with a tighter timescale.
 - 8.1 Employers Liability Certificate
New Certificate will be put on the website.
 - 8.2 Insurance renewal
This will be the last year, next year to source cheapest insurance.

9. Annual Planner (10 min)

Review Policies and Procedure

9.1 Fire Risk Assessment to be updated

Updated folder presented.

It was resolved: all agreed with the updates

9.2 Health & Safety Policy to be updated

No changes need to be made.

9.3 Review Pest control

It was resolved: all agreed to renew

10. County Councillors Report (10 min)

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

Cllr Dianne Rees submitted this report.

- Noted Cardiff County Council carrying out a pre-election clean up dates: 23rd & 24th April, noted March date written in error in the Minutes dated 9th March 2017.

11. Working Party Reports (10 min)

(Working Parties to present their report)

a) Village Hall Working Party

Back up batteries – Emergency Lighting needs replacing.

It was resolved: all agreed, Electrician to attend DS to source

b) Playing Fields Working Party

Ty'r Winch Playing Field – there are issues with the playground matting and overflowing rubbish bins. Clerk to write to Council.

Noted: Children have been seen riding their bikes in the Tennis Courts.

c) Village Plan Working Party

Nothing to report.

d) Old St. Mellons Village Association

Cardiff Council sent letter indicating illegal signage.

Noted: OSMVA to be informed – Clerk to write.

Cllr Dianne Rees left for a prior engagement – 8pm.

12. One Voice Wales – report (5 min)

12.1 SLCC Conference

Clerk & RFO both attended the SLCC Conference in Cwmbran 15th March

A couple of items were important to note:

Social Media – as these are ever more popular a few Community Councils are using Social Media as a way of communication to reach their local community, it was stressed however, that Community Councils must be mindful of the content they post.

Hedleys Solicitors – Legal Changes

- Trees: Should be inspected annually if situated close to roads or residences, otherwise every 2 years as a minimum.
- Public Liability Ins – Tree inspectors, grass cutters should have this.
- New Data Protection Regulations and FOI are coming out soon.

Discipline and grievance with a social media focus – to be mindful of what content are uploaded in and out of work which may have an effect on an employee or employers.

13. Correspondence Received (10 min)

13.1 Cleaning of guttering – Local company advertised noted.

13.2 Have a Field Day – 8th July FIT?

Agreed – Combine with the Village Fete.

13.3 Street referencing names – new development

Considering using names on St. Edeyrns Memorial – RJ to action.

13.4 Hall Hiring – Hall left untidy

Noted – this has been addressed.

14. Newsletter (5 min)

Next newsletter after May.

15. Items for next meeting (2 min)

- Review signage to Ty'r Winch Playing Field
- Review Standing Orders:
 - Attendance report for Cllrs to sign.
 - Standing Orders – review 6 consecutive absences to reduce to 3.
- Mandate to be reviewed.
- Drop curb rear entrance to Elgar Crescent.
- St. Edeyrns War Memorial – Grant/Fund.

Meeting closed at: 21:45

Date of next meeting - AGM: 11th May 2017



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

EMMA