

# OLD ST MELLONS COMMUNITY COUNCIL

Minutes of the meeting held in the Village Hall, Newport Rd,  
Old St Mellons at 7.00pm on Thursday 11<sup>th</sup> April 2013

**Present:**

**Chair:** Cllr D Rees

**Vice Chair:** None in attendance

**Councillors:** Cllr R Blackmore (RB) Cllr D Stroud (DS)  
Cllr R James (RJ) Cllr S Williams (SW)  
Cllr S Johns (SJ)

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

**In Attendance :** Mrs Nicola Winstanley RFO (NW)

**1 Apologies for absence**

Cllr J Rogers  
Cllr A Davies  
Cllr L Phillips  
Cllr Georgina Phillips  
Mr P Egan – One Voice Wales  
PC P Higgins South Wales Police

**2 Declaration of interests**

DR declared interest Tyr Winch Road playing field, St. Edeyrns  
SW declared interest Old St. Mellons Defined Newsletter

**3 Police Matters**

**3.1 Paul Higgins South Wales Police**

PC Higgins is the only officer for Old St Mellons and will not be able to attend any of our meetings as he is being resourced to doing Pact Surgery's and Cuppa with a Copper on a monthly basis.

NG to ask if the Police can assist on Friday 12<sup>th</sup> July for our field day Road to Rio free sports taster sessions, to help with traffic and crowd control from 4pm to 9pm.

**4 Members from outside bodies**

**4.1 Denis Cooper – Summers Funeral Directors**

Did not attend.

**4.2 Paul Egan – OVW – to discuss reduction of rates**

Mr Egan had sent an email with details on how to obtain information with regards to having a reduction of rates for the OSMCC Village Hall, this must first be obtained through the Cardiff Council. It was noted that DR, DS, RJ and RB will look into this together.

#### 4.3 Aled Evans – Play Aloud Project

The project is based upon community play and will run for 6 – 12 months in the area; they will provide onsite practical support, play training for ages 5 – 14 and will also link into groups that are already running, e.g. Scouts, Guides etc. Dependant of volunteers this project can run perhaps once a week, during holidays and/or evenings, it is the children's choice what they would most like to do, e.g. arts and crafts, table tennis etc.

The project is lottery funded and there is no cost to the community. All volunteers they provide are CRB checked.

Aled went on to say that they will also visit the local schools and work with the schools to let them know of this project. There is a 'hold stay and play' this is where there is an opportunity to speak to parents and to get them involved with the project.

The Community Council asked if this project could help through the summer holidays and with our fun day/sports day Road to Rio to which Aled agreed.

The Community Council thanks Aled Evans for his time and he thanked the Community Council said he will contact the Clerk and he left.

#### 4.4 Phil Barker – Cardiff Crusaders Football Club – discuss field & requirements 18.3.13 Mr Barker did not attend the meeting and Mr Gyan Ghuman represented the CCFC.

There are concerns that the grass is getting in poor condition, with the continuous use and used when the weather is poor, causing the grass to be uprooted. Gyan assured the Community Council that in poor weather conditions that the field was not in use and has not been used very much in the recent months.

The OSMCC had pointed out that members were unable to gain access to the Pavilion as the locks had been changed and no authority was given, the Clerk had not been informed that the locks had been changed by the CCFC, asked when this happened and Gyan had stated it was last Friday while he was away, and he gave permission for the lock to be broken. It was noted that the locks are licenced and the Chair pointed out that in no uncertain terms that the CCFC can make private use of the Pavilion and to change any locks without consulting the Clerk or Members of the Community Council. Gyan apologised and asked us if we would like a set of keys.

It was also noted that the Pavilion needs to be addressed and as Tyr Winch Field is now part of the QE11 Fields in Trust, the Pavilion and the field needs to be reviewed of its use. The Clerk noted to Gyan that there will be a letter sent to the owner of the CCFC with concerns to the wear and tear of the field and to let them know the outcome to the review. It was also noted that there are still concerns to the traffic.

As there will be a FIT fun/sports day on the 12<sup>th</sup> July, it was noted that the Pavilion and the field needs to be in tip top condition, as there are free taster sessions for all children in community.

It was noted that the CCFC seems to be increasing in size and asked if they have additional funding, also how many children from Old St. Mellons are in the team. Gyan stated there are quite a few children from Old St. Mellons in the team. A question was also asked as to the age group and Gyan confirmed the children were under the ages of 7 and 8.

There were also concerns that the original purpose was to have a local team and now seems to have outgrown this, there appears to be a large number of teams playing. Gyan stated that he is only running this Club for the Community.

It was noted that in the local newspaper that the CCFC looking to playing alternative sports, such as cricket and/or baseball, Gyan said he was unaware of this and stated that they had no intention of using that field for any additional sport.

Gyan was asked how much are the fees for joining CCFC, he said he charges a small fee to cover the cost of the kit and equipment.

The Chair thanked Gyan Ghuman for attending, and he in return thanked the Community Council and left.

#### 4.5 Potters Temple Church

Although this was not on the agenda, the Chair had given them permission for them to speak.

Alex Azu the Pastor of the Church had asked if the Community Council could allow them to stay to give them further time to look for alternative premises, as they felt they were given short notice, even though they were aware of the end of the hiring agreement.

It was noted that should an extension be granted, in addition to the previous agreement they will need to be flexible as some Sunday's were already booked for other events. They agreed to this.

The Chair thanked them for coming and stated that it will be discussed at the end of the meeting and will let them know, they thanked the Community Council and left.

**It was resolved : To grant a further 3 months extension**

#### 5 Minutes – to approve as a correct record of the minutes of the meeting held on 14<sup>th</sup> March 2013

AD declared an interest in OSMVA which had been omitted.

#### 6 Matters arising from the minutes of 14<sup>th</sup> March 2013

##### 6.1 Contractor to remove the moles humanly – update

There had been a recommendation that traps needed to be laid, not all agreed to this.

It was noted that DS to source how to remove the moles humanly – defer to next meeting

##### 6.4 Guttering and downpipe quotes – Working party to obtain quotes – update

Defer to next meeting.

##### 6.12 St. Edeyrns Trees inspection due date – update

**It was resolved : Treescape to carry out inspection RFO to process.**

##### 14.1 Fields in Trust – update

A suggestion to ask the Village Association if they would like to combine their Fete day with this sports/fun day, unfortunately they agreed to help but stated they would like to keep this separate.

The Field in Trust day is Friday 12<sup>th</sup> July from 4pm to 9pm, there will be free taster sessions, and Sports Wales and Cardiff Council and among helpers for the Road to Rio fun/sports day.

Poster will be displayed.

It was noted that DS will speak to the VA to see if they could contribute financially.

##### 14.3 Guide Dogs – Letter to council re wheelie bins and hedges – update

NG contacted Cardiff Council they have noted this and will inform the relevant crew of that area, they can't guarantee that the bins will be put back against the wall, it was suggested that the Guide Dogs Association get in touch directly with Tara King head of operations, and NG had informed the Guide Dogs Association of this.

## 7 Local Residents

*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.*

A resident asked if the moles could be eradicated by a frequency metre, which would send off signals in a 180 degree area.

A resident who observed the meeting with Gyan Ghuman had stated that the cost for each child is £10 per month, and the kit had been donated by the VA it was also noted that only 5 children are from Old St. Mellons. The resident also said that there were a lot of litter problems.

## 8 Highways and Planning

- 8.1** Beech Tree Park new proposals to the park area, cutting back trees, re planting etc. any comments to be made by 18<sup>th</sup> March 2013 - update

NG was informed that Cardiff Council no longer provide doggy waste bins, all waste to go into the standard bins.

- 8.3** Proposed dwelling on the land Pwll Coch Uchaf on Druidstone Road, Old St. Mellons.

It was noted that any objections would not hold as the dwelling is within the confines of the garden boundary.

## 9 Finance

- 9.1** Remuneration – Discuss & Vote

As this had not been considered in the budget it was suggested to discuss this for the budget in November

**It was resolved – Add this to budget discussions in November**

- 9.2** Discuss Gardening Equipment

A suggestion to sell the lawnmower, but it was agreed that it would not sell for very much.

**It was resolved : to keep the lawnmower**

- 9.3** Discuss a future project – update Village Hall & Pavilion

Pavilion - Defer to next meeting.

- 9.4** It was noted that the finance sheets need to go on the website – NG to update

Completed.

- 9.5** Managing Carbon & Energy Course in Manchester – Cllr would like to attend.

Cllr has decided not to attend.

- 9.6** MLR contract maintenance due for renewal at St Edeyrns – update

Two further quotes were obtained and it was agreed that no contract need to be in place since the cost per year should be less than £1,000

**It was resolved : Castleton Landscapes to carry out contract 10 cuts per year.**

- 9.7** Lighting needs changing around the main hall.

**It was resolved : Caretaker to change lightings ready for electrical inspection.**

- 9.8** Electricity contract with E On - The contracts and the Village Hall and Playing fields are due to end with E-On, RFO questioned whether it is acceptable for her to look around at other options and change if she feels necessary.

**It was resolved : RFO to source quotes.**

- 9.9** The electrical store room requires remedial work.

It was noted that DS to source contractor.

- 9.10** Insurance Came & Co opportunity to a 3 year contract, making a small saving.

The RFO has been offered a reduction for the annual renewal price of the Insurance cover for the Council if the Council wished to take up a Long Term Agreement of three years. Therefore the price of the insurance would only increase with inflation each year and the Council would receive a £58 reduction on the current premium. It was agreed that the RFO could sign the Long Term Agreement and request a refund of £58 for the current year.

**It was resolved : To have a 3 year contract.**

- 9.11** Monthly Report - The Monthly Finance report was e-mailed to all Cllrs for viewing on 8<sup>th</sup> April. The Clerk's overtime and expenses and RFO expenses were agreed at the meeting. Invoices have been sent for March and reminders for any outstanding invoices.

- 9.12** Electrical Assessment – This has not yet been done since the Caretaker has taken down 5 fluorescent lights in the main hall in the Village Hall due to flickering. The Caretaker stated the cost of the 5 bulbs would be approximately £70.

**It was resolved : Caretaker may purchase bulbs and replace ASAP.**

Once replaced RFO can arrange for the Electrical Assessment to be carried out. DS to purchase a hand dryer in the meantime and this can also be replaced when the Electrical Assessment is performed.

- 9.13** HMRC – The RFO has completed all Employee End of Year Tax Returns and printed and sent P60s to all staff. Since a new payroll process has been enforced by HMRC, the RFO has been required to set up a new system on her computer and register all staff payments online each month.

## **10 County Councillor Report**

- 10.1** Licencing reports to send directly to the clerks email address - update

The Clerk spoke to the licencing department and has arranged for these reports to be emailed to the OSMCC email address.

- 10.2** Application No. / Rhif Cais: 13/00578/DCO Proposal: new community comprising to 1020 new homes, village centre (comprising retail, employment and community uses), play areas and allotments; 2 form entry primary school, riverside park including extension and improvements to Rhymney Trail. all with associated landscaping, land re-profiling, access (vehicular, cycle and pedestrian) and highway works Location: land east of Church Road and north and south of Bridge Road, Pontprennau, Cardiff.

This not will be heard until after Christmas. DR will be writing personally, as this is a massive application and will require Ministers in the Welsh Assembly to approve or not. This could potentially be a Sat Nav nightmare with wrong turns from articulated lorries. Last they are going to do is the drainage. With a possibility of another 4000 houses on the other side of Pontprennau, traffic on Eastern Avenue will become gridlocked. DR is to

send principal objections, but has asked that the Community Council look into this in depth.

## 11 Working Party Reports

- 11.1** Noticeboard to Bluebell drive – update  
Pre-application enquiry form is required, emailed form to Cllr Davies for completion and a payment is needed to proceed.  
As AD was not available defer to next meeting.
- 11.2** Hand dryer replacement – update  
DS to order hand dryer prior to electrical inspections.
- 11.3** Thermostat control lock – update  
Lock has been purchased.
- 11.4** The grass starting to cover pathway in the field – update  
Clerk contact contractors and ask them to trim back, not yet done. DR will contact CC as it could be their responsibility.
- 11.5** The ivy may need to be cut away from the pavilion – update  
Work has already started on this.
- 11.6** Working Party Hall inspection  
The working party has done an extensive inspection. With various work that needs to be doing.  
There is a boundary wall that appears to be leaning DR said she will look into this.  
DS to seek estimates to carry out most of the work.

## 12 Newsletter

- 12.1** Article about guide dog training in the next newsletter – update  
Clerk asked Old St. Mellons Defined to put this in their newsletter  
Also asked Old St. Mellons Defined to go ahead with double page advert.
- 12.2** Website – Change of Hall Hire information.  
Hall Booking information has now been updated.  
**It was resolved that SW will update website.**

## 13 Correspondence Received

- 13.1** Community Review – First Stage- update  
The Chair suggested that everyone complete the 'form for submission of comments or proposals' be completed. This has to be submitted by 31<sup>st</sup> May 2013  
DR & NG to complete form.
- 13.2** Charter – Code of Conduct update  
NG to find next available course for those that have not yet attended this training.
- 13.3** FIT Plaque ordering - ground or wall mounted : approve and Vote  
**It was resolved : ground**
- 13.4** Order a royal Oak Sapling? Complimentary  
**It was resolved : order sapling.**
- 13.5** Have a Field Day register online – registered 20.3.13  
**NG to contact FIT to change the date to Friday 12<sup>th</sup> July**

13.6 Become a member of FIT – Vote

**It was resolved to become a member.**

13.7 Caldicot and Wentlooge Levels Internal Drainage board

A request was made to arrange a meeting with local community councils – noted.

13.8 Membership OVW – approve and vote

**It was resolved : Continue membership.**

13.9 Caretaker to appoint

Send out notice and put in noticeboard – NW to source.

13.10 Cleaner – concerned about water coming in the back door – exit next to the boiler room door.

The working party are aware of this.

13.11 Cardiff Partnership letter

Noted.

#### 14 Items for next meeting

14.1 Paint Steps

14.2 Electrical Working Party

14.3 Cylch Storage

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