

OLD ST. MELLONS COMMUNITY COUNCIL

Minutes of the Council Meeting held in the Village Hall,
Newport Road, Old St. Mellons on Thursday 18 June 2009

Present	Councillor	Mrs G Jones (Chairman)
	Councillors	Mr M Briggs
		Mrs A Davies
		Mrs P Jenkins
		Mr D Stroud
		Mrs D Rees
		Mrs J Rogers
		Mrs D Brown
		Mr L Phillips
	Clerk	Mrs C Ryan

1. APOLOGIES:

None

2. DECLARATION OF INTERESTS

Councillor A Davies – Land alongside A48

Councillor D Rees – St Edeyrn's Churchyard & Playing Fields & Grants

Councillor A Davies – St Edeyrn's Churchyard & Playing Fields & Village Hall

Councillor P Jenkins – Grants (VA) & Allotments

Councillor D Brown – Grants (VA)

Councillor J Rogers – Grants (VA)

Councillor G Jones – Village Hall

3. POLICE MATTERS

The Clerk had written to the Police sending them an invitation and also including an agenda for this meeting. The Clerk requested that if they were unable to attend, could they send a report beforehand which could be read out at the meeting. However, there had been no response received from them.

A Community Councillor queried if there had been a Half-way house set up in the areas as 3 vagrants have been seen in the village attempting to erect tents in the playing fields. Residents have expressed concerns about this. The Clerk will contact the Police and state the concerns of the Council that there was no Police presence at the meeting and also raise the issue of the Half way House.

4. MINUTES OF THE PREVIOUS COUNCIL MEETING

Before the previous minutes were discussed, Councillor Rees reported inaccurate statements on the minutes of April's meeting. Councillor Rees had detailed the inaccuracies on a list handed to the Chairman.

In April's minutes, Councillors Rees and Rogers had been referred to as County Councillors, this was incorrect and they should be referred to as Councillors.

Further discussions took place regarding Declaration of Interests and when they should be declared. Council agreed that all declaration of Interests should be detailed before the start of the meeting where it was known that there was an interest. It should also be declared at the beginning of the item under discussion.

9. Theft of County Councillors Surgery Notices.

It was agreed to amend the wording to a photo, not photos as stated in the April minutes.

11. Purchase of Land alongside A48

Councillor Rees confirmed at the meeting, that she did not have any prior knowledge of the land not being for sale.

Councillor Davies confirmed that she had an interest in this item and wished it to be minuted at this meeting, that she did not speak on this item at the April meeting. She also re-iterated that she would wish to take advice from Kate Berry, Solicitor to the County Council.

10. To receive reports from County Councillors' Rees & Rogers

3rd bullet point should state that..... This **emergency** meeting had been arranged by the County Council..

11. To receive Working Parties Reports

A1. Should read..... Village Hall Working group to look at putting together an advert not Media group.

C. 2nd para, last sentence, should read £25 per half page not quarter page.

There were no amendments to the Minutes of the Meeting held on 21st May 2009.

Both sets of minutes were then approved and signed by the Chairman.

5. MATTERS ARISING FROM THE MINUTES

Minutes 16th April 2009

5. St Edeyrn's Churchyard

Councillors Rees and Davies declared an Interest in this item.

The Chairman had spoken to the Builder who had agreed that the workmanship was poor and that he would aim to resolve the issue. Although a letter has been sent to him, the situation remains the same and the Chair will contact him again by phone. If he does not rectify the problem then the Council will be looking to him for financial compensation towards paying for the work to be completed by an alternative builder.

9. Audit Office

The fourth instalment of £500 has been paid to the Wales Audit Office. Just one payment remaining.

8. Finance

Bank Mandate is in place.

12. Tennis Courts

Both tennis nets are now up and full use is being made of the courts.

Councillor Rogers joined the meeting at this point.

11. Keyholders for the Playing Fields

A new rota has been devised for the key holders to the Playing Fields. Thanks were given to those who had volunteered to be key holders. It was decided that the Clerk's details would be displayed on the Notice Boards as the emergency contact.

12 Media update

The Chairman has met with Web Master to discuss the web site.

Councillor Stroud joined the meeting at this point.

11. Purchase of Land Alongside A48

Councillor Davies declared an Interest in this item.

The Clerk has received a letter from Western Power stating that the land is not for sale.

The piece of land which was previously held by the Community Council under Licence was discussed. The Clerk had written to Western Power re this land and was informed that several years ago, the previous Clerk was informed that the Licence was no longer in place and that the land had reverted back to Western Power. The Community Council was not aware of this and it was agreed that the Clerk would re-contact Western Power and query why the licence was no longer in place.

7. Highways and Planning

The Council were informed that the application by Mr P Bullen for the change of use of the Old Post Office, into a hot food takeaway had been rejected, on the grounds of the noise, smells, traffic issues and kerbside parking.

11. To Receive Working Parties reports

The table tennis tables have now been repaired and were done free of charge.

B. Playing Fields

Councillors Davies and Rees declared an Interest.

The mole hills appear to be receding according to the previous groundsman's reports. This was good news as it alleviated the use of poisons. The situation will be reviewed in a few months. It was decided not to purchase a blower for playing fields, but to buy a new strong brush and try that. A new groundsman has been appointed and offer to help him cut the hedges was offered by Councillor Rees's husband and Roger Caddick. This was gratefully accepted.

13. Correspondence

The Chairman attended a LDV plan meeting and had e mailed her response to concerns re the lack of green belt area and had asked that they be re-instated on the plans.

A letter has been sent to Kate Berry asking her to attend a forthcoming meeting to provide the training requested.

A response will be sent to the organisers of the flower show to say that the Village hall will be available to them, but that charges are to be discussed.

Minutes 21st May 2009

5. Appointment of representatives to Outside Bodies:

Councillor Briggs agreed to continue as the representative.

6. LOCAL RESIDENTS

It was agreed to the adjournment of the Council meeting for 15 minutes to enable residents to express their views or ask questions on issues within the powers, duties and functions of the Council. Issues raised to be considered by the Council.

The issue of the monitoring of the security and safety of the small churchyard was discussed and it was agreed that the Council would write to the Police and highlight this.

7. HIGHWAYS AND PLANNING

09/00901/E	Full Planning Permission	Expected Decision Level:	DEL
Received:	1 June 2009	Ward:	PONTPRENAU/OLD ST. MELLONS
Case Officer:	Phil Williams		
Applicant:	Mr T Harris		
Agents	Mr R Dobbins		
Proposal:	CONSTRUCTION OF 1 ST FLOOR EXTENSION OVER EXISTING LIVING ROOM TO FORM BEDROOM AND ENSUITE AND NEW GARAGE AT GROUND FLOOR		

At: LEVEL
6 WILLIAM NICHOLLS DRIVE, OLD ST MELLONS, CARDIFF, CF3 5DE

09/00794/E Expected Decision Level: DEL
Received: Ward: PONTPRENNAU/OLD ST. MELLONS

Case Officer:
Applicant: Mr N Dasilva
Agents
Proposal: RE-DEVELOPMENT OF EXISTING DWELLING
At: Y BWYTHYN, TY'R WINCH ROAD, OLD ST MELLONS CARDIFF

No objections were raised to the 2 applications.

8. FINANCE MATTERS AND PAYMENT OF CREDITORS

EXPENDITURE

Payee	Service or Goods	Amount	Chq No
<u>DD</u>			
Cardiff C.C.	Rates	489.00	D.D
Powergen	Electricity – Village Hall	53.00	D.D.
Powergen	Electricity – Playing Fields	10.00	D.D.
<u>Cheques</u>			
Nat West	Voucher Statement Fee	3.25	
Ted Hopkins	Repairs to strimmer	38.62	2764
C Ryan	Clerks Fee	206.74	
	Postage	7.80	
	Rental Telephone & Broadband	18.00	
	Telephone calls	2.20	
Wales Audit Office	Audit Fee – 4th payment	234.74	2766
R Kimber	Cleansing orderly	500.00	2767
J Fishpool	Caretaker	72.00	2768
J Attard	Cleaner	40.00	2769
M Longman	Cleaner	100.00	2770
	Additional hours 5 @ £8 less PAYE (£8)		
	Fuel £10.63	42.63	2772
HMRC	PAYE Apr-June	183.87	2773
Welsh Water	Water charges	287.79	2774
M Longman	Additional hours for cutting playing field		
	16 hours @ £8 less PAYE (£25.60)	102.40	2775
HMRC	Additional tax for M Longman additional hours	25.60	2776
	Total expenditure	£2182.90	
	Balance remaining Current Account	£327.32	
	Capital Reserve at 28.05.2009	£18633.94	

INCOME

Ash Memorials – D Evans	165.00
Funeral Services - CR 32 (x 2 interments)	400.00
Dignity Funerals – J Jervis	200.00
Total	£765.0

Hall Letting

Trowbridge Football club	50.00
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9. TO RECEIVE REPORTS FROM COUNTY COUNCILLORS, REES AND ROGERS

- The flower tubs have arrived, with 6 extra ones being supplied. They are now all planted.
- A Head wall on Began Road has been removed. This was done within days of being reported.
- Planning has not been granted for the hot food outlet at the Old Post Office.
- A request has been made for cutting the hedges on Newport Road. This will be done some time in July, along with the cutting of the grass verges on Ty'r Winch Road.
- The hedgerow which was covering the 30 mph sign has been cut back and this will be part of the long term pruning programme.
- Dog fouling – The Dog warden visited and identified an offender and the situation has since improved.
- Eastern Business Park – still awaiting a report which was due Mid June, but will now be available end of June. The Park is looking at an alternative way of dealing with the problem and an up to date report should be available for the next Council meeting.
- Councillor Rees attended a Carillion meeting re the boarding at the bridge over Began Road. It is insufficient and could endanger residents and children in the area. A complaint was made to them regarding this.
- Met with Tidy Towns, who stated how pleased they were with the how the village looks and how little litter there is.

10 TO RECEIVE WORKING PARTIES REPORTS**Playing Fields**

A dead tree has been identified in the Playing fields. (No 150 Conifer). 2 quotes have been obtained to remove the tree.

It will be necessary to ascertain if the tree has a preservation order on it and to double check that it is totally dead before it is taken down. The Chairman will ask Cardiff Treescape to check if the tree is in fact dead. The tree surgeon for Cardiff Council, Mr Loveluck might also be able to inspect it.

Picnic tables which have been donated by the Coach House are being stored at Councillor Davies's home as they were not secured in at the playing fields. They need to be moved back to the playing fields and chained to the ground. 2 to be sited at the Tennis Courts and 1 near the Christmas tree. Councillor Phillips volunteered to look at ways of securing them and aim to have them moved within a few days.

Media Group

The group met on 24th May to discuss ideas for the newsletter. It was agreed that charges should be £50 full page, £25 half page and £15 per quarter page. Submissions were discussed and it was agreed that the Chairman would make the final decision re the articles to be included. Councillor Rogers had rung several of the advertisers in the Marshfield Mail to check if they would be interested in advertising but the response was not very good.

The Chairman thanked all those concerned in the production of the newsletter, including the advertisers, and those who had obtained the advertisers. Over £300 had been raised, which should cover the cost of the production.

Employees

This item will be dealt with at the end of the meeting.

11 CALOR MONEY

Discussion took place re use of the £500 Calor money and the possible use of the money to purchase a laptop and broadband facility, however the recommendation was not to use the money for this but to use it towards the cost of erecting the new Notice boards. The Village Association were funding the boards but there is a cost of £523.80 for them to be erected and the old ones taken down. 3 quotes will be obtained before the cost of the erection will be agreed.

The wording on the Notice Board will also reflect that fact that they were provided by the Village Association. Councillor Stroud will confirm the full details with the supplier.

Councillor Rogers raised the possibility that the purchase of a laptop could still be considered for the use of residents in the community.

All ideas will be further discussed at the next meeting. It was also suggested that if volunteers could be found to erect the notice boards then that would allow for the £500 to be used for a use other than the erection of the boards.

12 CHARGES FOR THE VILLAGE HALL

Councillor Jones declared an interest
Councillor Davies declared an interest

It is extremely important that the Village Hall is used for commercial purposes in order to raise revenue. This will ensure that for smaller groups it may be possible to review the charges.

A Welsh play group has expressed an interest in leasing the Hall. They have visited and are very interested as they urgently need new premises starting September. They would require use of the hall for 5 mornings a week and 4 afternoons. They only have 1 concern and that is the availability of an outside play area. They consider the area around the hall would be good for them and the Chairman and Clerk have both inspected the Lease and there is nothing contained in the Lease which states that this area cannot be used for such purposes. Councillor Jenkins will get back to them to discuss further.

13 GRANTS

Councillor Davies declared an Interest
Councillor Jenkins declared an Interest
Councillor Rees declared an Interest
Councillor Rogers declared an Interest
Councillor Brown declared an Interest

The Village Association are intending to make an application to the County Council for a grant to cover extra lighting outside the village hall, new pathway, handrails and new fire doors. They require the consent of the Community Council to go ahead with this application. Councillors Briggs and Phillips agreed to this request.

A vote of thanks was given to the Village Association for them thinking of the Community Council for this grant.

It was also suggested that the Working Party look at any items that need to be repaired in the Village Hall.

14 ALLOTMENTS

Councillor Jenkins declared an Interest

Residents have been asking Councillors about the possibility of having allotments and perhaps using part of the land alongside the A48. Welsh Assembly Government is encouraging the allotments scheme and there is funding available from the County Council. It was agreed that residents should send in written requests for applications for the allotments.

Allotment Society – use of Village Hall.

It was agreed that in line with other users of the Hall, that a charge of £20 be made.

15 CORRESPONDENCE

Web site design. Rhys Gregory has been advertising for people to suggest a format for the web. The Chairman to contact him and clarify what is happening.

Consultation – re changes to Audit procedures. Clerk to respond.

RNIB request for donation – Declined

One Voice Wales – AGM. Agreed that the Council would not send a representative due to costs.

2 Code of Conduct letters received from the Ombudsman, receipt acknowledged by the Clerk.

Big Lottery Funds available from £300 to £500

All Wales Consortium – Question Time at City Hall on 25th June between 6.30 – 8.30p.m.

Model Charter Meeting – Chairman attended. Setting up a Charter for all Community Councils and the County Council.

Councillor Davies declared an Interest.

Old St Mellons Village Association – request for fete to go ahead. Clerk to write and give approval.

16 ITEMS FOR NEXT MEETING

Calor Funds

17 EMPLOYEES SALARIES

Residents left meeting, due to the confidential nature of the discussion re employee remunerations. Clerk also left the meeting.

Councillor Briggs reported that the Staffing Working Party had met to discuss review posts :

1. Cleaner
2. Groundsman
3. Clerk

1. The remuneration was considered appropriate. Councillors Stroud and Jenkins (Village Hall Working Party representatives) reported that there had been a large number of verbal complaints from hall users as to the standard of cleaning at the Village Hall. A meeting with the Cleaner, Ms J. Attard had been held, attended by Councillors Stroud and Jenkins. At this meeting the Councillors stated that many complaints had been received and made reference to a poor standard of cleaning, including window sills being filthy, cobwebs remaining for many weeks, floor not being adequately cleaned. The Cleaner made reference to the vacuum cleaner not working and stated she had reported the matter over a number of weeks. Councillor Stroud had examined the vacuum prior to the meeting, which was not working due to not having been emptied, the over full bag causing a cut-out in the power and this

was pointed out to the Cleaner. The Councillors stated that the cleaning needing to be of an appropriate standard.

It was agreed that a letter is to be written to the Cleaner, Ms J. Attard formally informing of the deficiencies in the standard of cleaning of the Village Hall, to be sent together with a copy of the Job Description.

2. Following the resignation of Mr. M. Longman from the post of Groundsman, a previous applicant - Mr. S. Hull, who had been asked at interview, if he would be agreeable to his name being kept on record, was approached and appointed at a rate of £160 per month for 10 months, (total £1,600.00), to maintain the Playing Fields, Village Hall grounds and the War Memorial.

It was agreed that St Edeyrn's Churchyard should be put out to Tender.

3. It was proposed by Councillor Len Phillips and seconded by Councillor Andrea Davies that the Clerk's remuneration be increased to £3,500 per annum with effect from 1st July, 2009 – agreed by a Majority decision of 7.

18 DATE OF NEXT MEETING OF THE COUNCIL

Thursday 16th July 2009