

OLD ST MELLONS COMMUNITY COUNCIL

Minutes of the meeting held in the Village Hall, Newport Rd,
Old St. Mellons at 7.00pm on Thursday 15th January 2015

Present:

Chair: Cllr Dianne Rees (DR)

Vice Chair: Cllr Rosemary James (RJ)

Councillors: Cllr Sarah Johns (SJ)
Cllr Derek Stroud (DS)

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

In Attendance: Mr Paul Good RFO (PG)

1. Apologies for absence (1 min)

Cllr Jane Rogers – work commitments
Cllr Suzanne Williams – illness
Cllr Len Phillips – work commitments
Cllr Ricky Blackmore – illness
Cllr Andrea Davies – work commitments

2. Declaration of interests (1 min)

DR: St. Edeyrns, Playing Fields
RJ: OSMVA, St. Edeyrns
DS: OSMVA

3. Police Matters (1 min)

It was noted that PACT meetings are held at Caersalem Church, Old St Mellons

4. Members from Outside Bodies (5 min)

Mr Denis Cooper – Summers Funeral Directors – was unable to attend, he asked that his report be read out.

It was noted that:

There has been a breach of the regulations as there is a problem of the misuse of masonry on the graves, the families who are in breach of the regulations were instructed to remove the offending masonry. It was explained why they are in breach, as have the funeral directors who arranged the funerals.

It was resolved: all agreed that the rules and regulations must be upheld.

5. Minutes – to approve as a correct record of the minutes of the meeting held on 13th November 2014 (5 min) extraordinary meeting 28th November 2014

Page 4 item 7 should have been added – Village Hall - task with meeting with the caretaker.

Approved.

Extraordinary Meeting 28th November 2014

Approved.

6. Matters arising from the minutes of 13th November 2014 (30 min) and Extraordinary Meeting 28th November 2014

6.1 RFO – update – new RFO in place.

It was noted that the new RFO commenced employment.

6.2 St Johns College – Hall key has been issued and signed for.

6.3 DS has tried to find the mower key to no avail, but he may have found someone to look at the mower and be able to see if the mower can be started without the key.

6.4 Christmas Carol singing went very well, with supplies of mince pies, mulled wine and selection boxes. Approximately 100 people attended. The venue was a great success and the decking decorated with lovely lighting at the Coach House car park.

Chair had expressed thanks to Cllr James and Cllr Johns for their hard work in organising this event.

6.5 The planning application re Goitre Farm ongoing. Objections from Marshfield were also made.

6.6 It was noted that the high court application re – Land East of St. Edeyrns will be held on 23rd January and will be heard in the small court.

7. 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.

A request for the use of the Village Hall for a private event which entails roller skating was made. It was noted that the skates would not damage our floor and the enquirer was a qualified skating coach.

Chair had thanked the person for attending and that this would be discussed at the end of the meeting and would be notified accordingly.

Once again the noticeboard at Arcon house is damaged, it was noted that the door to the noticeboard was missing.

It was noted that the Welsh Hearts had attended another Community Council and an expression of this was a good idea was made.

Chair had stated that the Community Council had already had correspondence regarding this and would be discussed later as per agenda.

8. Highways and Planning (10 min)

8.1 14/02890/MNR Proposed extension to Golf Centre

It was noted that the Community Council should send a letter to support this proposal.

It was resolved: all agreed

8.2 14/02953/MNR Discharge of condition 21

Noted and no comments made.

8.3 14/02746MNR Cefn Erwg, Druidstone Road – detached property

It was noted that the Community Council should send a letter of objection.

It was resolved: all agreed

8.4 14/02941/MNR Land adjacent to Tyn y Gollen – temporary construction

Noted and no comments made.

9. Finance (10 min)

(RFO to present financial report)

9.1 Clerk/RFO recommended pay scales as per SLCC – confidential –this is to be discussed at the end of the meeting.

9.2 Hall Hire – alternative payment method to cheques

It was noted that an increasing number of Hall Hire users are unable to pay by cheques as online banking is a preference.

A suggestion of depositing the bond was also made, as in one case when damaged had occurred, the bond cheque was stopped and OSMCC were unable to cash it.

It was noted that the standing orders needs to be reviewed with regards to receipt of cash.

RFO to investigate further with advice from One Voice Wales.

- 9.3 Approve change of signatory and new correspondence address for bank.
New mandate forms were submitted for signing for the new RFO signatory.

It was resolved: all agreed and approved

- 9.4 Precept – approval & signatures

It was noted that there would not be an increase, forms need to be signed and completed.

It was resolved: approved

- 9.5 Pest control contract

The contract is due to be renew at the beginning of February. At present Cardiff Council undertake this service.

It was resolved: all agreed to continue with Cardiff Council

10. County Councillor Report (10 min)

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

It was noted that Cllr Georgina Phillips did not submit a report

Cllr Dianne Rees report as follows:

It has been a very busy time with regards to planning and most of my time seems to be taking up with this. I have submitted reports with regards to the LDP and will be attending with Cllr James and the Clerk at the various sessions.

I have contacted the Council with regards to the amount of debris on Newport Road, I have noticed that the road sweeper came to the top of the hill and did not come down to clean the roadside gutters.

There are a number of potholes, this has been reported.

Druidstone Road this has flooded recently and has been reported as well as the couple of trees that had been blown down after the recent bad weather.

11. Working Party Reports (10 min)

(Working Parties to present their report)

- a) **Village Hall Working Party** - Switch to green room and grant application – update.

1. *The Xpelair extractor fan in the store above the bar is not working.*
2. *Door hinges are loose on the kitchen cupboard under the sink.*
3. *Double strip fluorescent light at the rear of the stage has had its diffuser screen broken, the diffuser needs to be replaced.*
4. *2 fluorescent tubes not working in the main hall.*
5. *Small hall roof is leaking, a temporary repair has been made.*
7. *Green room light switch repair is ongoing.*
8. *A quote has been obtained for the refurbishment of the front doors.*

The issues regarding hall hires have been looked into by the Hall Working Party, we met with the Caretaker to discuss the hall hires i.e. 11th November 2014. In conclusion the Hall Working Party recommend that the Caretaker continues to use the one off hire check sheets and that for auditing purposes a time sheet is to be filled out.

Pest Control Inspections liaising with the Caretaker is working well.

Interviews for the cleaner have taken place.

Breaking news: we have been informed by the builders that there is rising damp in the Gents and Ladies toilets. The cost for injecting a damp course along all of the affected walls is £2400.

There was much deliberation with regards to the news of the rising damp, it was decided to wait for a written report from the contractors.

It was noted to speak to OSMVA to see if they are willing to cover this cost.

It was noted that a delay could put the grant at risk, there are hall hires already booked and an issue with health and safety was also a key factor.

RJ proposed that this is an emergency DS seconded.

It was resolved: all agreed that this is an emergency and must have immediate attention to resolve this issue.

b) Planning Working Party- Wildflowers – email 28.11.14

An email was sent to the Clerk from Cardiff Council with its continued initiative to plant wild flowers along grass verges, and asking for the support of Community Councils.

It was resolved: all agreed to support this initiative

c) Playing Fields Working Party

Tennis court refurbishment to be discussed next week.

d) FIT Working Party

It was noted to commence arrangements for our next FIT day.

12. Hall Management Working Party (5 min)

12.1 Discuss members

It was noted that this will be reviewed in 6 months.

13. Newsletter (5 min)

13.1 Newsletter – update

The OSMD newsletter in which OSMCC advertised in the centre pages giving informative information in both spring and autumn editions would be at a cost as last year of £75.00

It was resolved: all agreed to advertise in this newsletter.

14. Correspondence Received (15 min)

14.1 St. David's Children Society – requesting funding

It was noted that the above are looking for funding for their charity.

OSMCC do not make funding provisions.

14.2 Welsh Hearts – heart screening sessions

It was noted that the Clerk had received an email from Welsh Hearts offering free CPR and defibrillator training or screening sessions, they are a registered charity and their work depends entirely on donations.

Clerk to find out more information with regards to getting a defibrillator for the community.

14.3 Natural Resources – Urban Trees info

It was noted that the Clerk had received information - tree cover in Wales' towns and cities study – eco system. This study looks at trees that can benefit urban areas e.g. remove carbon from the atmosphere, alleviate flooding, pilot scheme currently in Wrexham.

Noted.

14.4 Making Wales A Good Place To Grow Older For Everyone – Ageing Well in Wales

A national initiative launched in October 2014 – to make Wales a Nation of Age-Friendly Communities.

Clerk to provide contact details.

14.5 Hall Keys – Brownies

It was noted that the original keys has not been returned. Clerk had informed them that DS is now the key holder and any request for keys should be made to DS. They are aware of the deposit for a new set of keys and cost of keys cut.

14.6 Community Infrastructure Levy – Consultation in Dec.

It was noted that there is still no progress.

14.7 One Voice Wales – Case studies

There was a request from OVW asking Community Councils to send in case studies of work that members are taking on, e.g. place planning, asset transfer, social enterprises.

14.8 Advert request in noticeboard

A request to advertise a private business in our noticeboards was made. It was agreed that the noticeboards would not have sufficient room to allow advertisements from outside agencies.

14.9 Resident – road safety Newport Road, Village Hall

A residents was concerned with regards to the road outside the Village Hall, feeling that the railings should continue down towards the convenience store as the pavement is quite narrow. Also requested to reduce the 30mph to 20mp. The concerns were raised with regards to walking children to school.

It was noted that the OSMCC would fully support the campaign and always in favour of campaigning for road safety taking concerns seriously particularly when it affects children and the elderly. It was noted to ask the resident if the contents of the email could be passed to the County Council Highways department.

SJ stated that she would contact the resident directly and advise of an alternative route to the School.

15. Items for next meeting (2 min)

- Receipt of cash for Hall hiring – discuss online banking
- Attendance at Community Council meetings

A discussion followed with regards to the use of the Hall for a skating event – it was agreed that uneven surface the carpet and flooring, hall floor is quite old, pillars in the hall could be a potential hazard – that this would not be a suitable place to hold this type of activity.

Meeting closed at 21:25

- The Councillors remained and had a confidential meeting with regards to the pay scales for Clerk and RFO and to discuss the employment of a cleaner.



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