

## **OLD ST MELLONS COMMUNITY COUNCIL**

Minutes of the meeting held in the Village Hall, Newport Rd,  
Old St. Mellons at 7.00pm on Thursday 12<sup>th</sup> March 2015

### **Present:**

**Chair:** Cllr Dianne Rees (DR)

**Vice Chair:** Cllr Rosemary James (RJ)

**Councillors:** Cllr Ricky Blackmore (RB) Cllr Derek Stroud (DS)  
Cllr Sarah Johns (SJ) Cllr Suzanne Williams (SW)

**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 – Working Commitments  
Cllr Len Phillips – Working Commitments  
Cllr Andrea Davies – no apologies given

### **2. Declaration of interests (1 min)**

DR: St. Edeyrns, Playing Fields  
RJ: OSMVA, St. Edeyrns, Full Circle

### **3. Police Matters (1 min)**

It was noted that there was an incident in Ty'r Winch Playing fields which involved a knife, the police has dealt with the matter.

It was noted Clerk to request further information from local PC and PCSO in relation to this incident.

### **4. Members from Outside Bodies (5 min)**

Kayleigh Cottle Haygrove Growing

Denis Cooper - Summers Funeral Directors sent apologies and submitted the following report.

*The churchyard we have had no burials and so that has given me time to try and speak to the families regarding the regulations. Two have responded and are removing the offending items. However one has not responded and I am endeavouring to locate them.*

*As far as the motorcycles are concerned I have asked the local constabulary to pay extra attention to the area, both by PCSO's and regular officers.*

*To date as far as we are aware no further offences have been reported.*

DR had said the PCSO has been in touch with information that they looked into it.

It was noted that the style and repair to the boundary wall has been completed. Clerk to send photo showing completed works to Mr Cooper.

### **5. Minutes – to approve as a correct record of the minutes of the meeting held on 12<sup>th</sup> February 2015 (5 min)**

**Approved - Proposer: SW, Seconder: RJ**

### **6. Matters arising from the minutes of 12<sup>th</sup> February 2015 (30 min)**

#### **6.1 Goitre Farm – update - Withdrawn 13.2.15**

An appeal has been made – **see appendix I**

It was noted that in para. 2 that this was not followed when determining the appeal for the 1050 houses Church Road.

**It was resolved: to send a letter outlining why this was not used for the 1050 houses.**  
**All agreed to send a letter**

## 6.2 Welsh Hearts – heart screening session, defibrillator and maintenance

A discussion followed with a few points noted:

- the equipment could be tampered with private hall hires
- question of training and who would administer this in the event of an emergency
- if located in the hall not all in attendance would be trained.

It was noted the cost would be £1000.00 with possibility of funding.

It was agreed to look into this in the future.

## 6.3 Ageing Well in Wales – engage local and town councils in Wales

This is a Welsh Government initiative, as the elderly population is ever increasing there is focus on neighbourhood and Community Councils becoming more involved with the elderly.

Suggestion of re-establishing a coffee morning was made and noted to put in our Newsletter requesting for volunteers.

## 6.4 Computer and printer equipment for purchase

OSMCC computer that has been passed to the RFO was noted that it is not running efficiently, slow and showing up constant error messages.

As the finance programme is currently run on this computer, RFO would like to run to financial year end with a view to purchase a new laptop after May.

It was noted to add this item to the agenda in June.

## 6.5 Future projects medium and long term - plan update

It was noted achievements since December 2013

- Disabled toilet - re-secured
- Green room - light fixed
- Bulging - boundary wall made safe
- Hedges - cut back
- Cooker cap – replaced
- Screen in small hall – fixed
- Small hall push led lamp, security light - fixed

Long term plans:

- Small area on floor under noticeboard
- Kitchen refurbishment
- Baby changing facility to disabled toilet
- Roof to small hall condensation to investigate
- Reflectors to post in car park
- Main doors to Village Hall – OMSVA are currently offering replacement
- Rear gate entrance – appears to have dropped

## 6.6 Green room refurbishment

It was suggested to utilise this space as an office and perhaps move cupboards from the original office to this area.

A number of suggestions was made including windows, installation of a radiator.

Need to obtain quotes.

## 6.7 St. Edeyrns Churchyard update – boundary wall

Completed which includes repairs to style.

## 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.*

It was suggested the defibrillator doesn't have to be in the village hall and this is a good idea. Lots of communities have them, perhaps Arcon House would be interested in having this equipment.

DR would check if Arcon House be interested in the training and having this equipment.

## 8. Highways and Planning (10 min)

### 8.1 14/01434/DCO Full application 15 units land to the north of Bridge Rd.

It was noted that this is going to appeal with the planning inspectorate.

DR attended all the LDP meetings and noted the number of developers were there, including the Old St. Mellons greenfield site developers, who were pressing the position for allowance of development.

As the Council has granted the 1050 houses, these areas are now sustainable the developers feel that the objections are no longer applicable.

Closing date for the inspectorate is Friday 13<sup>th</sup> March.

The appeal will be held in the City Hall on May 12<sup>th</sup> hearing starting at 9:30 for 10am, anyone can turn up to this appeal. Permission is required from the Inspectorates clerk for residents to speak as they live in the area.

It was noted that the agents for Bogod, behind Began Road and Druidstone Road will be putting in an application for 70 houses.

## 9. Finance (10 min)

(RFO to present financial report)

### Finance Report

*The Bank balance as at 1<sup>st</sup> March is £16,823. As usual there are a number of cheques unrepresented plus cheques requiring approval at this meeting. In all, these cheques total over £3k and with the exception of the cleaning, minor expenses claimed and repayment of 2 Hall Hire Bonds, some £1,700 relate to Annual contract and subscription renewals due shortly.. These include Pest Control, One Voice Wales, SLCC and the Insurance renewal costing £1,054. The policy is fully comprehensive and the premium can be reduced by 5% to £1,001.34 if you agree to renew with the same brokers for a further two years until March 2018. Income from Hall users is virtually up to date as reflected in the Report with £45 being overdue. The resulting current account balance is £13,262 but this figure includes £250 of returnable bonds Yesterday I received 4 invoices totalling £12,557 relating to work the Council previously authorised, including the toilet upgrade. I have copied these and will pass them around the Table as they require approval and payment at month end. The Three Nation invoices include over £2k of VAT taking the Vat claim at year end to almost £4k, which will be claimed back in April. The timing of these payments is important as is the timing of receiving both the Grant and Precept monies. Direct debits plus wages are also due at the beginning of April and it may therefore be prudent to obtain your approval to transfer £2-3k from the Deposit Account.*

### 9.1 Review hall hire charges for non-community based long term hirers

There will be a review for costs and policy for long term hirers, this will be put on the website in September 2015

### 9.2 Society of Local Council Clerks & One Voice Wales will be on the list of cheques to be approved.

Cheques approved.

### 9.3 Came & Co renewal extension to 2018 request

**It was approved: all agreed - Proposer: DS seconder: SW**

### 9.4 Toilet refurbishment update – discuss invoice and VAT element ready for audit.

It was agreed invoice for extra work of £1000.00 and VAT invoices will be paid by OSMCC.

### 9.5 Procedure for repayment of bonds.

It was suggested to add to the hire documents that bonds will be repaid within 14 days

**It was resolved: all agreed**

It was noted that a transfer from the deposit to current account is required to cover outstanding cheques – awaiting monies from OSMVA fund.

**It was resolved: all agreed**

## 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.

*County Councillor Dianne Rees report:*

*Since the last Community Council meeting on February 12th 2015, I have attended as County Councillor for Pontprennau and Old St Mellons:*

- *The LDP Examination Hearing in City Hall on 21<sup>st</sup> February, speaking as County Councillor and Chairman of the Community Council on Strategic site G. the hearing lasted a whole day.*
- *The LDP Examination hearing at City Hall addressing the Inspectors on Alternative sites in our area on Wednesday 25<sup>th</sup> and Thursday 26<sup>th</sup> February. Both hearings lasted a half day and involved consideration preparation.*
- *Two Governors' meetings, one in Old St Mellons CIW Primary and the interim governing body of Pontprennau Primary.*
- *Training on Safeguarding issues at St Mellons School.*
- *Two County Council meetings, one on the Annual Budget from 3.30pm to 10.30 pm, one on a Vote of no confidence in the Leader of Cardiff Council, lasting from 4pm until 7.30pm. Council is recorded and members of the public can watch the proceedings on the Council website. It makes for interesting viewing and you can see how the Council operates (or not). You can also see and listen to the contributions of your elected Councillors.*
- *One public monthly session of the Children and Young Peoples Scrutiny Committee (CYP). This is an important Committee which scrutinises the performance of the Council in relation to Education, Youth and Children's Services.*
- *A Task and Finish session of the CYP Scrutiny Committee examining primary and secondary schools in the "Red" and amber Zones of standards and ability to improve. Cardiff has a large number of schools in these 2 zones, schools which are judged to be in need of significant improvement or which are already in special measures. A whole day was occupied in this matter and further days are planned.*

*In addition to the above I have reported a number of local issues which are causing concern to residents:*

- *Complaints of poor footway condition outside the Coach House PH. I have today received a letter stating that the footway has been examined and permanent footway re-instatement works are to be implemented shortly.*
- *Heavy build-up of litter on Newport Road, Ty'r Winch Road, slip roads and lay-bys at Eastern Avenue, Old St Mellons, which has received attention*
- *Cleansing at repairs to The Dell fencing – Completed.*
- *Parking issues.*
- *Proliferation of unauthorised advertising banners at public houses in the village in the conservation area.*

*Information about the future development of the Ty To Maen flats area was received by me on the 12<sup>th</sup> March. A developer has been procured by the Council for development of a number of Council owned sites. Our Old St Mellons site, formerly 11-22 Ty To Maen flats, before demolition, is among the first phase of development planned to be built between 2016 to 2020. As County Councillor I will be making enquiries of the proposals and doing my best to ensure the best result for the existing residents of Ty To Maen Close. Watch this space!*

*Planning and constituents personal issues continue to occupy a great deal of my time. am currently very involved in trying to ensure Cardiff Schools Section and the Consortium work quickly to improve the quality of education in some of our Cardiff Schools, some of those struggling the most with serious issues are schools in Council Ward areas which are neighbours of Old St Mellons.*

## 11. Working Party Reports (10 min)

*(Working Parties to present their report)*

### 11.1 To discuss Working Party roles

#### a) Village Hall Working Party

##### Working Party Report

1. *We are investigating replacement gate padlocks circa £200 as one padlock is failing and another is tricky to use, a new boiler room lock - difficult to use circa £60, Licenced new lock for the office cost unknown at this point.*
2. *Would it be possible for a sort out of the sink area at the rear of the small hall. W/Martin Greenwood shared Table tennis equipment and other odds and ends are stored there. We could actually use this cupboard area for storage of a kettle and a tea set for those using the small hall. This would then stop the main hall users being disturbed by a tea run when both halls are in use.*
3. *Green room upgrade to be added to the Village Hall improvement plan.*
4. *Village Hall improvement plan - HWP meeting to update within the next month.*
5. *Risk assessment completed apart from responsibilities and minor updates*

There was a risk assessment carried out to the premises along with a Health and Safety Policy. A suggestion to put the first page of this policy was made.

**It was resolved: all agreed, Health & Safety Policy to go on the website.**

It was noted that SJ & PG to attend a Health and Safety One Voice Wales training module – 15<sup>th</sup> April is the earliest session.

It was also noted that the first page of the Fire Risk assessment be added to the website.

It was noted for the railings to be checked on a monthly basis, Clerk to update Caretakers' timesheet.

It was noted to remind all hall users it is their duty to report to the Clerk equipment, furniture etc., that is broken or damaged.

It was noted to ask the Caretaker to have a look at some chairs with loose seats to re-fix.

It was noted that the only cleaning product to be put in the kitchen cupboards for hirers to use is washing up liquid.

Cleaner update to be discussed at next meeting.

#### b) Planning Working Party

As the working party has not been meeting recently and lack of support it was decided not to continue with this working party.

#### c) Playing Fields Working Party

It was noted that branches on the north side of the field are sticking through the fence.

It was agreed to send a photo of the offending branches to the owner of the property on the other side of the fence and ask if they could remove them.

SW noted that to jet wash the Tennis Court could result in damage, a sports ground company has been contacted for a quote for treating the courts and nets.

It was noted that the plaque needs attention as it has discoloured. Clerk to email Fields in Trust and ask advice on how to clean this.

It was noted the trees need attention – the next inspection is in April.

**d) FIT Working Party**

The date for our FIT day is Saturday 11<sup>th</sup> July those that have agreed so far to participate are: Cardiff Devils, Welsh Lawn Tennis Association, Active Cardiff team, Smoothie Bike, OSMVA Boules (a boules evening to follow later in the evening), Cardiff Golf Centre.

This year a suggestion that families bring along picnics.

Need volunteers for the tents.

Suggestion of Coconut Shy, Bouncy Castle and Children's races be added to this year's event.

**12. Newsletter (5 min)**

**12.1 Newsletter – update**

Articles to be submitted before next meeting in April 2015

**13. Correspondence Received (15 min)**

**13.1 Walk for Life 2015 – fundraising.**

Kidney Wales Foundation are hosting another Walk for Life campaign – noted.

**13.2 Cllrs – holiday**

Councillors to inform Clerk of their holidays.

**13.3 Tidal Lagoon Cardiff – promoting development offshore energy generating station.**

Noted.

**13.4 Tenovus Cancer Care – request for charity**

Noted.

**13.5 Consultancy Service – One Voice Wales**

An email received from OVW stating that they now have a consultancy service.

**14. Items for next meeting (2 min)**

Discuss noticeboard at the Dell

Cleaner – update.

**Meeting closed at 21.56pm next meeting TBC**

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

## **APPENDIX I**

Clerk - Old St.Mellons Community Council

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From: <[dcconsultations@cardiff.gov.uk](mailto:dcconsultations@cardiff.gov.uk)>  
Date: 09 March 2015 17:00  
To: <[clerk@oldstmellonscommunitycouncil.org.uk](mailto:clerk@oldstmellonscommunitycouncil.org.uk)>; <[GCONNELLY@CARDIFF.GOV.UK](mailto:GCONNELLY@CARDIFF.GOV.UK)>  
Subject: 14/02207/MJR, GOITRE FARM, NEWPORT ROAD, OLD ST MELLONS, CARDIFF, CF3 2WH

Application Nos. 14/02207/MJR Date / Dyddiad: 09/03/2015  
Please ask for/Gofynwch am: Richard Cole Telephone / Ffon: 029223 30826

Mrs N Evelyn-Gauci

Clerk to Old St Mellons Community Council Lakeside  
393 Coed Y Gores Llanedeyrn Cardiff  
CF23 9NR

Dear Sir/Madam

Town and Country Planning Act 1990 (As Amended)

Town and Country Planning (Development Management Procedure) (Wales) Order 2012

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Proposal: **OUTLINE APPLICATION FOR RESIDENTIAL DEVELOPMENT (INCLUDING AFFORDABLE HOUSING), A SMALL ELEMENT OF RETAIL PROVISION, AND ASSOCIATED WORKS (INCLUDING THE DEMOLITION OF EXISTING STRUCTURES ON SITE)**

Location: GOITRE FARM, NEWPORT ROAD, OLD ST MELLONS, CARDIFF, CF3 2WH

Appellant: Edenstone Homes and the Evans family

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An appeal has been made by Edenstone Homes and the Evans family against the failure of the Local Planning Authority to give notice of its decision within the appropriate period on an application for permission or approval.

The appeal was due to be determined by an Inspector in accordance with the Town and Country Planning (Determination of Appeals by Appointed Persons) (Prescribed Classes) Regulations 1997, however, in exercise of the powers under Section 79 and Paragraph 3(1) of Schedule 6 of the Town and Country Planning Act 1990, the Welsh Ministers consider that the appeal should be determined by themselves.

Accordingly, under the authority of the Welsh Ministers, the appeal shall be determined by the Welsh Ministers. This means that instead of writing a decision the Inspector will prepare a report, which will be forwarded to the Welsh Minister for a decision. The reason for this direction is that the proposal is for residential development of more than 150 houses or more on more than 6 hectares of land.

Previous comments made on the application will be sent to the Planning Inspectorate, and the appellant and will be taken into account by the Inspector in deciding the appeal.

The Inspectorate has produced a guide to appeals, which is available free of charge from our reception or from the Inspectorate (Tel. No. 029 2082 3889).

Please write to the WELSH GOVERNMENT, PLANNING INSPECTORATE, CROWN BUILDINGS, CATHAYS PARK, CARDIFF, CF10 3NQ by 07/04/2015 quoting the Appeal Reference Number APP/Z6815/A/14/2229940 if you wish to :

\* change or withdraw previous comments

\* make comments if none were submitted before (please note the Welsh Assembly require 3 copies of any such correspondence)

\* receive a copy of the appeal decision letter.

Please Note : All representations made on an appeal will be published on the Portal. In order for representations to be taken into account a name and address must be provided. However, comments can be submitted in a form that allows only the representations to be published, for example the name and address of the interested person submitted on a separate sheet of paper or a document attached to an e-mail.

Yours faithfully

Phil Williams

HEAD OF PLANNING

PLEASE REPLY TO: Development Management, Room 201, County Hall, Cardiff, CF10 4UW  
7

(email : [developmentmanagement@cardiff.gov.uk](mailto:developmentmanagement@cardiff.gov.uk)) Comment : via the Council Web Page  
<http://planning.cardiff.gov.uk/online-applications/>

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*Mae'n bosibl bod gwybodaeth gyfrinachol yn y neges hon. Os na chyfeirir y neges atoch chi'n benodol (neu os nad ydych chi'n gyfrifol am drosglwyddo'r neges i'r person a enwir), yna ni chewch gopio na throsglwyddo'r neges. Mewn achos o'r fath, dylech ddinistrio'r neges a hysbysu'r anfonwr drwy e-bost ar unwaith. Rhwch wybod i'r anfonnydd ar unwaith os nad ydych chi neu eich cyflogydd yn caniatáu e-bost y Rhyngwrwd am negeseuon fel hon. Rhaid deall nad yw'r safbwyntiau, y casgliadau a'r wybodaeth arall yn y neges hon nad ydynt yn cyfeirio at fusnes swyddogol Cyngor Dinas a Sir Caerdydd yn cynrychioli barn y Cyngor Sir nad yn cael sel ei fendith. Caiff unrhyw negeseuon a anfonir at, neu o'r cyfeiriad e-bost hwn eu prosesu gan system E-bost Gorfforaethol Cyngor Sir Caerdydd a gallant gael eu harchwilio gan rywun heb! law'r person a enwir.*

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