

OLD ST MELLONS COMMUNITY COUNCIL

Minutes of the meeting held in the Village Hall, Newport Rd,
Old St. Mellons at 7.00pm on Thursday 8th October 2015

Present:

Chair: Cllr Rosemary James (RJ)

Vice Chair: Cllr Sarah Johns (SJ)

Councillors: Cllr Ricky Blackmore (RB)
Cllr Len Phillips (LP)
Cllr Derek Stroud (DS)

RJ introduced Mr Dennis Matthews our new Councillor – DM signed the Declaration of Acceptance of Office.

Cllr Dennis Matthews (DM)

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

In Attendance: Mr Paul Good RFO (PG)

1. Apologies for absence (1 min)

Cllr Dianne Rees – family commitment
Cllr Suzanne Williams – work commitments
Cllr Jane Rogers – no apologies given

2. Declaration of interests (1 min)

RJ – St. Edeyrn's Churchyard, OSMVA

3. Police Matters (1 min)

PC Alex Reed confirmed traffic control arrangements for Remembrance Day.

Due to work commitments there are no available Police Officer to attend tonight's meeting.

At this point RJ noted that a resident was upset as had received a flyer that was promoting the nomination for the OSMCC councillor vacancy and in it stated that Eurwg Crescent was a hotspot. RJ will look into this.

4. Minutes – to approve as a correct record of the minutes of the meeting held on 10th September (5 min)

Approved as an accurate and true record – SJ proposed, DS Seconded

5. Matters arising from the minutes of 10th September 2015 (30 min)

5.1 Welsh Government – War Memorial grant – RJ to provide information, possible grant for St. Edeyrn's Churchyard memorial and the small hall memorial – covering.

- Contacted War Memorial War Grant, they will give our contact details to Cadw.
- Suggestion of perspex to cover the small hall covering.

It was resolved all agreed no need for covering of small hall memorial

5.2 National Older Person Day – update to 1st Oct.

- No information was received from Welsh Government. But the Goldies Cymru had contacted RJ and offered activities in the future when coffee mornings begin.

5.3 Attendance and commitment of councillors to the community

- RJ had noted that commitments were not made by all the Cllrs and poor attendance was again highlighted, Newsletters to be delivered soon it is hoped that Cllrs would make more of an effort to deliver these.

5.4 Policies and Procedures

- Suggested that Cllrs to look at a procedures and bring observations to the next meeting.
- Cllrs Rogers – employment, contracts etc.
- All Cllrs to have a look at the Code of Conduct and Standing Orders

- Cllr Stroud - Health and safety
- Cllr John – Fire risk assessment
- Cllr James and RFO employers liability certificate
- Cllr Williams complaints procedure
- Cllr Rees – ICO publication scheme

5.5 Remembrance Service – update

- Sunday 8th November, service at the Parish Church at 10:30am and meet with St Mellons Baptist Church at 11:45 to walk to the War Memorial for the wreath laying service at 12pm.
- The Chapel members will be providing tea/coffee at the Village Hall.

5.6 Village Plan

- To form a Working Party

It was agreed: Village Plan Working Party: RJ, SJ, DR, RFO, DM, RB, DS, and LP

5.7 Mower – sell or retain

- It had not been checked as yet, so have decided to look into this again in around 6 months' time.

5.8 Carol Singing 18th December at the Coach House

- Confirm time 6:30pm, Carol singing to be introduced by Rev'ds Kellen and Christofedes and Baptist Church musicians to prepare the music.
- Mulled wine and mince pies to be provided by OSMCC if there are no provisions at the Coach House

It was agreed to spend up to £30 DS proposed, SJ seconded.

5.9 SLCC Conference – update

- RFO and Clerk attended the meeting, RFO had said it was very interesting and informative. RFO went on to give a detailed account but key items were noted:
 - o Need to make sure that all assets are in good state of repair
 - o Auditors have now changed from Mazars to BDO
 - o Draft of Well-being of Future Generations (Wales) Act 2015 – a new act ensuring continuous improvement to the well-being of people living in Wales
 - o Salaries for Clerk and RFO – minimum wage

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.

A resident had felt it was 'unfair' that another resident had addressed the meeting outside the agenda public session.

RJ apologised and stated it would not happen again.

7. Highways and Planning (10 min)

(Planning Working Party to present their report)

7.1 15/01668/DCH Two storey side extension to side and single extension to rear, Greenroofs, Newport Road CF3 5TX

No objections were made.

It was noted that Tyn y Gollen entrance at the back of the new estate was meant to be a pedestrian entrance but it appears to be wider, which looks as if can accommodate vehicular access. RJ to look at the plans and to check this.

RB left for a prior appointment at 8:10pm

8. Finance (10 min)

(RFO to present financial report)

The Report shows considerable activity during September, which is reflected in an increase of hall bookings in both September and October totalling £1,200. Cheques issued and requiring approval during the month total almost £4k, including the repayment of 4 Hall Bonds. The cheques for approval are noted on the Report. The budget review of actuals to budget for the first 6 months to the end of September together with a forecast for the next 6 months has now been forwarded to Councillors. The £4k cost of the election for a new councillor was not anticipated and has been taken into consideration as will on-going improvements/refurbishment to the Hall and Pavilion if carried out this year. The Budget and Precept for 2016/17 will be finalised within the next two months and it may be difficult to maintain the Precept at recent levels. A Finance meeting is scheduled to take place later in the month.

- 1) No requests to inspect the Annual Return for the year ended 31 March 2015 were made by any of the electors within the notice period. The Wales Audit Office has advised us that External Auditors are being changed for the next three years. Messrs Mazars were unsuccessful in their tender and are being replaced by BDO LLP.*
- 2) Both the Clerk and RFO attended the Society of Local Council Clerks Conference in Swansea. There were 6 main speakers covering Future Generations legislation, insurance hot topics, employment issues, local government partnership policy, Wales Audit Office new audit processes and law changes and their impact on both councillors and authorities. On the accounts aspect, there is going to be a 'tightening up' on paperwork by both Internal and external auditors on the basis that 20% of Councils has qualified accounts. The presentations are available on disc and will be circulated to Councillors*

8.1 St. Edeyrn's site meeting with RFO update

An update of the old burial plan for St Edeyrn's cemetery should be available early in the New Year. The site administrators, James Summers & Co, have inspected the site to establish an additional area suitable for cremated remains. They are currently in correspondence with 2 families regarding non-compliance of conditions involving the burial plots and in addition, noticed that two graves have wooden frames, which again need to be reviewed

8.2 Hall Hire Charges – confirm amount and start date

It has been clear for some time that the level of maintaining the condition of the Village Hall is increasing. Together with on-going increases in electric and gas prices it is necessary to review Hall charges. The situation was discussed months and it was recommended that the current rate for Hall groups be increased by £1 to £6 per booking from 1st October 2015. Based upon last years' figures it will result in additional income of approx. £400 which should cover any increased costs.

- **It was agreed that the Long Term Hall Hirers will now pay £6 per session DS proposed, DM seconded, commencing 1st Oct DS proposed LP seconded.***
- Clerk to inform all long term hirers*

9. County Councillors Report (10 min)

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

Cllr Dianne Rees sent apologies for not being able to attend this meeting due to family commitments but has sent the following report:

Footpath issues: Footpath from Mill Lane to Bluebell Drive.

I received complaints from residents of Lyncroft Close about the neglected state of the footpath from Mill Lane/ Eurwg Crescent. The footpath had benefited from an improvement grant which re-metalled the surface, improved drainage, new street lighting, new street furniture and running back of overgrown hedges and vegetation. However litter and debris had accumulated despite attention when I requested it. I have now received notice that a regular maintenance contract has been set

up, street cleansing will be ongoing and a winter pruning is scheduled to begin shortly. Most works were completed on the 16th September.

Overgrown hedges overhanging footpath along Newport Road in the village.

I received complaints about the overgrown hedge from Llandaff Square to the Village Hall boundary wall and generally overhanging hedges causing a nuisance along Newport road footpaths. Hedges in County Council ownership are being cut back and where the offending hedges are in private ownership, the Council has issued notices requiring them to be cut back.

Vaendre Lane Issues.

For months residents of Vaendre Lane have complained about the potholes in the road surface causing damage to their wheels and tyres. Although the Council acknowledged the need for resurfacing, Vaendre Lane has not been prioritised for this work, other areas are considered to be more in need. This is unsatisfactory and I will contribute to press for the work to be done.

Wern Fawr Lane pot holes have been repaired.

Road Closure of Druidstone Road 15th October to the 19th.

Residents of Druidstone Road were written to by me advising them that Druidstone Road will be closed to traffic from the 15th to the 19th to allow drainage works to be completed. The work is part of pre building works necessitated for the planned three new houses at Pwll Coch Farm. The part of the road affected is from the junction with Pwll Coch Farm North eastwards along Druidstone Road.

Residents' Worries about proposed bin store on junction of Pwll Coch Farm access lane with Druidstone Road.

Permission was granted by delegated officer powers for a large bin store for the three proposed dwellings planned for Pwll Coch Farm. Because the bin lorries would be unable to access the narrow single lane access road, planners permitted a bin store to be built on the southern corner of the access lane facing onto Druidstone Road. Permission was granted in July 2012. I think it is unsuitable for the site and an investigating whether other alternatives may be acceptable.

Finally, The LDP inspectors held further meetings at City Hall to examine the issue of Greenbelt. My representations went forward for the hearing.

Cllr Georgina Phillips – has not submitted a written or verbal report.

10. Working Party Reports (10 min)

(Working Parties to present their report)

a) Village Hall Working Party

RJ has had the roof looked at, the main issue is the condensation. RJ spoke to the architect and it was noted that the fan in the small hall when working, does help with the ventilation. Offered to meet with DS and RFO along with the HWP to advise on the condensation issue.

The Village Association has offered to paint the main hall

It was resolved: all agreed that this is acceptable

It was noted that a meeting with the Caretaker to be arranged to discuss maintenance of the Hall and surrounding area.

b) Playing Fields Working Party

The metal storage cabinet that contains the mower, this has now been repaired and another lock added.

Litter pick carried out in the field, bins had been turned over so there was a lot of rubbish around.

RJ stated that the litter picking in the village was very successful, approximately 15 bags were collected.

Pavilion has received funding for the kitchen refurbishment from OSMVA who made a donation of £500, the work will be done by volunteers.

It was noted that there has been someone using the area behind the pavilion and storage cabinet. Evidence of cigarette packets and beer cans and bottles. - Clerk to inform Police.

Hedges near this area are overgrown and needs attention. RFO to obtain quotes from our contractors.

RJ reminded that bulb planting at the Coach House 10am on 10th October.
The cost will be £12.50 for 300 bulbs.

It was resolved: all agreed to the cost of the bulbs

It was noted that the central reservation outside Blooms which has the wild flowers was planted by Cardiff Council.

It was noted that write a letter of thanks to go to Rob Jones to the Parks department.

11. One Voice Wales – report

LDP – A recent hearing attended by RJ - discussion was green belt or green wedges, green wedges can be overridden far easier than green belt. As it stands, the only green belt in Wales is between Cardiff and Newport.

A question was asked about who determines green belt or wedge, LP stated that this was decided at time of consultation.

12. Correspondence Received (15 min)

12.1 WI – craft day Sat or Sun – query hire charge

It was agreed to charge the £8 per hour and no bond charges - DM proposed DS seconded

12.2 FIT nominate a volunteer – who made a difference to their community

It was noted the age is 16 – 24 and anyone could be nominated within this age group. Clerk had noted that if anyone within this age group had achieved something that made a difference within their community they could be nominated for this award from the Fields in Trust.

13. Newsletter

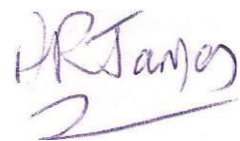
The draft copy was sent around the Cllrs to check. RJ had sought 3 quotes and received 2, one at £356.00 and another for £190.00 this is for printing of 4 sides on A4.

It was agreed to accept the quote of £190.00 for A&N Press, RB proposed, DS seconded

14. Items for next meeting (2 min)

Review policies and procedures.
Good Councillors guide – request for booklet – Clerk
Hall lease – update from RFO
Budget and precept update of meeting
Village Plan Working Party update

Meeting closed at 21:20



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