

OLD ST MELLONS COMMUNITY COUNCIL

Minutes of the meeting held in the Village Hall, Newport Rd,
Old St. Mellons at 7.00pm on Thursday 12th November 2015

Present:

Chair: Cllr Rosemary James (RJ)

Vice Chair: Cllr Sarah Johns (SJ)

Councillors: Cllr Ricky Blackmore (RB)
Cllr Dianne Rees (DR)
Cllr Jane Rogers (JR)
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 Dennis Matthews - holiday
Cllr Suzanne Williams – work commitments
Cllr Len Phillips – other commitment

2. Declaration of interests (1 min)

RJ – St. Edeyrn's Churchyard
DR – St. Edeyrn's Churchyard, items 7.4
JR – Items 7.4 and 7.5

3. Police Matters (1 min)

There was a heavy Police presence on 6th November noticed at 11:30pm, Cllrs would like to know that if there was an incident could OSMCC be updated what this may have been, as a matter of courtesy to concerned residents.

It was noted that there was a speed camera outside the playing fields in Ty'r Winch Road.

4. Minutes – to approve as a correct record of the minutes of the meeting held on 8th October 2015 (5 min)

Approved as an accurate and true record

5. Matters arising from the minutes of 8th October 2015 (30 min)

5.1 Policies and Procedures – update

- Cllrs Rogers – Employment, Contracts etc.
It was noted that JR is still looking into this and will be bringing this to the next meeting.
- All Cllrs to have a look at the Code of Conduct and Standing Orders and review at next meeting.
It was noted to have a smoking policy under the Code of Conduct.
- Standing Orders
- To include Clerk/RFO, he/she where applicable.
- To remove “other work which is of such extreme urgency” – 56e
- To remove “taken from the appropriate approved list” 64b
- Cllr Stroud requested for an index

It was noted for all Cllrs to continue to look at the Standing Orders and review at next meeting

It was resolved: All agreed to the amendments

- Cllr Stroud - Health and Safety
It was noted that this is up to date and to be reviewed in March 2016

- Cllr Johns – Fire Risk Assessment
It was noted to thank Cllr Stroud for a lot of hard work as he was coming in every month to ensure we are compliant with legislations.
- Cllr James and RFO - employers liability certificate
It was noted that this is up to date and displayed in the hall.
- Cllr Williams - complaints procedure
It was noted that SW will bring this to the next meeting.
- Cllr Rees - ICO publication scheme
It was noted that DR will bring this to the next meeting.

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.

The paving along Mill Lane and Ty'r Winch Road is very uneven and unsafe especially around the Coach House Pub

It was noted that DR will look into this.

It was noted that a telephone call was received by a Cllr and the Clerk raising concerns that walking to the Garden Centre, which is due to open soon, there is no pavement leading up to the Garden Centre and crossing a busy road.

It was noted that there is a pavement leading up to the St. Mellons roundabout, and at Cypress Drive there are dropped pavements. It was noted that DR will contact the resident directly.

7. Highways and Planning (10 min)

(Planning Working Party to present their report)

7.4 and 7.5 RJ declared an interest and has left the meeting during discussion of this.

7.1 15/02347/DCH New detached garage, The Cottage, Druidstone Road, Old St. Mellons CF3 6XD

It was noted, no objections

7.2 15/02419/DCH Two storey extension and alterations to existing dwelling Ty Old Barn, Church Road, CF3 6YA.

It was noted, no objections

7.3 15/01667/MJR Outline application for proposed development of up to 150 homes, Land to the south of Forester Way and Malthouse Avenue, Pontprennau

It was noted, no objections – and this is out of our area.

7.4 15/01431/MJR Residential development of up to 65 dwellings, land north of Druidstone Road

DR declared an interest

It was noted that this was due to go to planning on the 11th November, however, the applicant has withdrawn this planning application.

Community Council did send notification and it was represented at the meeting.

7.5 15/02515/MNR Demolition of existing and replacement dwelling Began Bungalow, Began Road.

It was noted, no objection.

8. Finance (10 min)

(RFO to present financial report)

- 8.1 The RFO reported that among cheques outstanding at month end there were 3 cheques each relating to the repayment of hall bonds from previous months. In addition to the two listed cheques requiring approval, there are two additional invoices requiring approval and payment. These relate to A & N Press £190 re printing the Newsletter and the reimbursement of cleaning materials costing £81.06p. No invoice has been received relating to the recent election, while all income invoices are up to date together with a donation of £500 for the Pavilion kitchen from the Village Association. The HWP have decided that only essential works to maintain our assets will be undertaken in the current year. Two HWP recommendations also require approval a) an additional table trolley for the small hall to assist ventilation and reduce condensation costing £157 + vat b) construction of a new stone stile at St Edeyrn's Churchyard to replace the vandalised wooden stile at a cost of £280.

It was noted for Health and Safety reasons that there should be a table trolley.

It was resolved: all agreed to the purchase a table trolley

It was noted that the stile at St. Edeyrn's needs to be replaced and it was suggested to replace this with a stone one.

RJ and DR declared an interest

SJ took chair

RJ and DR abstained from the resolution

It was resolved: JR proposed, DS seconded to replace stile with stone

8.2 Hall Lease – update

Acquisition of Village Hall freehold is ongoing as the current lease is due to expire in 2020. The RFO is in contact with the appropriate Council Department and will report back at the next meeting.

8.3 Precept – Finalise

2015/2017 Precept & Budget - Since his October 2015 Report, the RFO has had two Finance meetings, which have resulted in small amendments to current expenditure forecasted figures for the year ending 31st March 2016 and the 2016/17 budget. It was noted that our balances had dropped in recent years by £7k as there has been no increase in the Precept during this period. Basically only maintenance work has been undertaken, while the toilets upgrade was financed mainly by the Village Association. The cost of maintaining our assets has and is continuing to rise, while it is clear the Village Hall requires a number of improvements next year. Additionally, work has been recommended on trees at St Edeyrn's Churchyard and the Playing Fields. It is therefore necessary to ensure there are appropriate budgets for these areas. Comparisons of actual expenditure this year to other budgets show little or no leeway for next year. It is apparent that there will be a significant further drop in our bank balance next year, which the RFO regards is the minimum prudent balance for future years. Therefore the RFO is recommending a Precept increase of 5% from £26,300 to £27,600 for 2016/17.

It was noted that there was a difference in the income, this was due to the Nursery no longer using the hall.

It was noted that the Clerk had been working hard to generate an income through hall bookings.

It was noted by DR to thank the RFO for all his hard work.

It was noted that DR finding it hard to make a decision to increase this precept, in view of the current austerity climate.

It was resolved: majority agreed to increase the precept to £27600.00 SJ proposed DS seconded

8.4 It was noted that DS purchased cleaning materials and RJ a Remembrance Wreath
It was resolved: payments to be made - DR proposed, SJ seconded,

9. Annual Planner (10 min)

Cllrs to review in readiness for next meeting.

It was noted that Cllrs to look at the Survey Monkey on Neighbourhood Feedback, Clerk to send link to Cllrs via email in readiness for next meeting.

10. County Councillors' Reports (10 min)

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

County Cllr Dianne Rees report

There has been reports of littering in The Ton, this was identified to a local person and it was not properly bagged up. All residents have had a leaflet on how to get rid of rubbish.

Planning meetings; Solar farm at Began Road, this was part of a larger application starting opposite Fairwater Farm approx. 17 hectares, this was approved by Newport Council, Cardiff Council received this in 2014 and very little notice was given, this was being dealt with by a delegated officer and head of planning agreed to put it to the planning committee. Cllr Rees had asked for a site visit, this was declined. Part of the application is on very wet land in Old St Mellons and two Rhymney valley sewers run right through this land, it was also noted that this is on the green belt between Cardiff and Newport, after much extensive argument against this application, the planning application has now been permitted.

Land North of Druidstone Road; there was a recommendation for refusal, this application was withdrawn at 12:40 on the 11th November.

There has been a number of complaints from residents, Newport Road has a lot of potholes, overgrown hedges and brambles on the pavement, pooling of water near the Village Hall.

The privet hedge in Ty'r Winch Road, encroaching towards the road, forcing cars to move out to avoid this.

Wern Fawr Lane; there has been reports of fly tipping.

Weeping willow outside Plantos needs to be cut back.

There is a new measures legislation where action can be taken against people who has a build-up of waste within the confines of their property, if this is causing a nuisance to neighbours, eg dog mess not cleaned up, this can now be reported.

DR left due to a prior engagement at 21:30

County Cllr Georgina Phillips did not attend or sent a report.

11. Working Party Reports (10 min)

(Working Parties to present their report)

a) Village Hall Working Party

- 1) The door wedge has been removed from site as it contravenes the Fire Regulations. Doors should not be wedged or jammed open, this is a fire risk.
- 2) Grounds contractors are due to finish cutting the hedge alongside the hall car park in the next couple of weeks.
- 3) The Village Hall Risk Assessment will be carried out in December by the HWP and a regular hall user.
- 4) Many thanks to Mrs Fishpool for her hard work in the flower beds surrounding the hall, she has clearly spent quite some time and effort on them.
- 5) The caretaker has repaired the small hall cupboard doors and has done a good job removing the leaves in the guttering and footpaths in a timely manner.
- 6) To speak to Caretaker and arrange for maintenance to be carried out.

b) Playing Fields Working Party

It was noted that DS walked around the field, everything looks fine.

It was noted that the Pavilion is ready to be painted and kitchen cupboards installed.

It was noted that there are two funding grants; Tesco grant for the playing field for groundwork – Community Green spaces and Grow Wild funding to help communities bloom.

RJ will be looking into these and provide further details at next meeting.

c) Village Plan Working Party

Defer to next meeting.

12. One Voice Wales – report (5 min)

Welsh Government had sent a Feedback questionnaire – a general feedback to see if OVW is good value.

It was resolved: brief questionnaire completed and all agreed good value

13. Correspondence Received (10 min)

13.2 Littering – The Ton

It was noted that a resident who often did litter picking in this area, but unable to continue in the short term, had requested help. It was noted another resident is helping with this. RJ will communicate with this resident.

13.3 Charter

It was noted that the Clerk had sent draft copies of the amended Charter to Cllrs, for consideration of the revised document. There will be a meeting to submit the revised Charter to the Standards and Ethics Committee meeting on 15th December 2015 for approval. It was noted that OSMCC has no concerns.

13.4 Speeding in Druidstone Rd

It was noted that a letter was received by a resident and concerned over the speeding in this area.

There has been speed cameras in Ty'r Winch Road recently.

RJ will communicate with the resident.

14. Newsletter (5 min)

It was noted that RJ thanked the Cllrs and members of the community who delivered the newsletters.

15. Items for next meeting (2 min)

It was agreed to have our next meeting on 14th January 2016

Freedom of information review

Acceptance of review Standing Orders

Meeting closed at 21:46



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