

OLD ST MELLONS COMMUNITY COUNCIL

Minutes of the meeting held in the Village Hall, Newport Rd,
Old St. Mellons at 7.00pm on Thursday 10th March 2016

Present:

Chair: Cllr Rosemary James (RJ)

Vice Chair: Cllr Sarah Johns (SJ)

Councillors: Cllr Dennis Matthews (DM)
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 Rick Blackmore – unwell
Cllr Len Phillips – no apologies given
Cllr Suzanne Williams – work commitment

2. Declaration of interests (1 min)

RJ: St. Edeyrns, OSMVA

3. Police Matters (1 min)

RJ spoke to PC Reed and Inspector Paul Crawley with regards to reports sent to OSMCC on a regular basis, for inclusion in our monthly meetings – RJ to meet with Insp Crawley mid March.

4. Minutes – to approve as a correct record of the minutes of the meeting held on 11th February 2016 (5 min)

Approved as an accurate and true record DM approved JR seconded.

5. Matters arising from the minutes of 11th February 2016 (30 min)

5.1 Policies and Procedures – update

- Cllrs Rogers – Employment, Contracts etc.
(To be discussed at the end of the meeting)
It was resolved: Contracts reviewed and will be amended accordingly.
- Code of Conduct – review
It was resolved: reviewed and accepted – update website with new date – all agreed
- Complaints Procedure – review
To change the wording '*member of the public*' to '*customer*'
It was resolved: all agreed

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.

Noticeboard at Arcon House still needs repair.

7. Highways and Planning (10 min)

(Planning Working Party to present their report)

7.1 It was noted that a second request with regards to the Solar panels at Fairwater Farm, still no response – RJ to update

There has been works in the area, development is ongoing.

7.2 St. Edeyrns 1020 houses - update

DR made enquiries, planning department spoke to the developers no definite proposals as yet.

Church Road – possible closure – no proposals as yet, there will be a public meeting, but no dates given.

7.3 M4 new road proposals, there will be a meeting in Castleton Village Hall – 23rd and 24th March 2016 11am – 7:30 pm, drop in session.

8. Finance (10 min)

(RFO to present financial report)

The RFO stated that the report has been sent in the normal format showing several annual subscriptions due reflecting the approach of the year end. In addition, RFO was expecting invoices from our Insurance Company representing the annual premium together with one reflecting the cost of recent tree work at St Edeyrns Church and the Ty Winch playing fields. Each amount will be in excess of £1k and payment will be made prior to year-end and in line with cash flow projections. Four small income receipts have been received in the past 2 days, including the waste management refund of £54

It was resolved: all agreed for payment

The RFO stated he had attended a meeting at Atlantic Wharf with Cllrs James and Rees regarding the possibility of acquiring either the freehold of the Village Hall or the long term extension of the current lease. It appears that the Estates Department have to liaise with the Parks Department, so any decision could be several months away. RFO continued by advising that moles were active at the Playing Fields and has employed a mole catcher to resolve the problem. Redecoration estimates for the Village Hall will be available next month.

8.1 Review Charges, bond for Hall Hire, hall hire for reward, long term hirers main/small hall, (To be discussed at the end of the meeting).

8.2 Report from St. Edeyrns - Only one interment of cremated remains in an existing plot.

9. Annual Planner (10 min)

Tree Assessment to St. Edeyrns and Playing Fields, it was noted that the trees in the Village Hall has not been included, RFO will enquire and will look at the lease documentation.

It was noted to arrange a meeting to review the Annual planner and to update its contents.

10. County Councillors Report (10 min)

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

Potholes

The Eastern Avenue has been reported, a schedule of pothole refilling has been started with £300,000 in the budget for these repairs, unfortunately residential small roads get pushed back, along with rural roads.

Litter

Bags to be collected in the Ton, still not done, contacted Chief office who gave assurance to have this looked at.

Endless reports with regards to litter, noted surrounding areas are particularly awful.

Llandaff Square

Still ongoing, the area has not been cleared up.

St Mellons School

£250,000 grant for extension, office space, meeting rooms.

Eastern High School

Grant awarded to improve the school.

Litter pick

It was noted that a date is to be organised to litter pick for the Queen's 90 birthday.

It was resolved: Saturday 4th June to meet at Coach House car park at 10:30am

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

11. Working Party Reports (10 min)

(Working Parties to present their report)

a) Village Hall Working Party

Village Hall Risk Assessment report – review

1. Met with OSMVA
2. Cleaning stock cupboard topped up
3. Unauthorised cleaning materials removed from the kitchen
4. Toilet brushes are now installed in all of the toilets incl. the Pavilion
5. Hot water boiler tripped a few times, reset all ok now
6. Quote for plastering the ceiling in the green room obtained
7. A lockable box to be fitted to secure DB5 and DB6 distribution boards on the stage

VHWP recommendations on work arising from the Hall Risk Assessment 10th March 2016

Electrician

1. Fit hand dryers (OSMCC to supply) in the small hall toilet and disabled toilet
2. Fit PIR sensor to the small hall fan and service fan
3. Repair/replace Scout store fan, in main hall loft, currently not working
4. Repair ladies hand dryer – intermittent fault

Carpenter

1. Green room, box in pipes, box in electrical box and switch

Other

1. Patch repair concrete in main entrance
2. Green room, remove carpet tiles, paint floor, paint walls and ceiling varnish door

b) Playing Fields Working Party

Mole report given by RFO (see item 8.)

It was noted the application for a grant for play area was unsuccessful. RJ, DR thanked DM for all the hard work for completing the paperwork and presenting the application.

c) Village Plan Working Party

Cllr Jane Rogers questionnaire sent to Cllrs – update

JR suggested to enable this questionnaire to progress is to ask OSMVA to be involved and for them to nominate a representative.

It was agreed that this working party to be led by Cllrs Rogers.

It was resolved: all agreed.

Cllrs Rogers to update for next meeting.

d) Old St. Mellons Village Association

Discussed the Queen's 90th Birthday it was noted that 11th June in the afternoon is the date for the celebration, ideas are still being discussed.

To be held in Ty'r Winch playing fields.

To put up marquees and bunting.

Suggestions of a children's tea party.

It was agreed to discuss further in the April meeting.

12. One Voice Wales – report (5 min)

DM will be attending a training course.

Nothing further to report.

13. Correspondence Received (10 min)

13.1 Review of Community Boundaries, booklet

Booklet received by the Clerk showing amendments to boundaries within the Cardiff area, Cllrs had an opportunity to look at this during the meeting.

It was noted that DR will ask if Hendre Gadno and Ty'n y Gollen are paying a precept.

Clerk to request for an updated Electoral register and send to Cllrs.

13.2 HM Queen Elizabeth 90th Birthday coins for Schools and Colleges to purchase

It was decided we will not purchase these coins.

13.3 Tenovus request for support

Noted, Community Council does not provide financial support.

14. Newsletter (5 min)

To add small section from RFO and Community Council information.

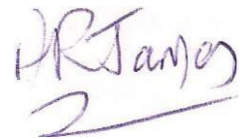
Once added will be sent to printers next week.

15. Items for next meeting (2 min)

Welsh Government Planning Committee Report – JR to source.

Meeting closed at 10:20pm

Date of next meeting: 14th April 2016



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