

OLD ST. MELLONS COMMUNITY COUNCIL

Minutes of meeting held in the Village Hall, Newport Rd,
Old St. Mellons at 7.00pm on Thursday 14th March 2019

Present:

Chair: Cllr Derek Stroud (DS)

Vice Chair:

Councillors: Cllr Charles Price (CP)

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

In attendance: Paul Good RFO (RFO)

1. Apologies for absence & Acceptance

Cllr Rosemary James – family illness
Cllr Dennis Matthews – holiday
Cllr Dianne Rees – work commitment
Cllr Joel Williams – work commitment
Cllr Gaynor Hassan – work commitment
Cllr Sarah Johns – work commitment
Cllr Vic Davies - unwell

All apologies accepted

It was noted that this meeting is not quorate

2. Declaration of interests

DS: OSMVA

3. Minutes – to approve as a correct record of the minutes of the meeting held on 14th February 2019 (5 min)

It was approved as a true and accurate record

4. Matters arising from the minutes of 14th February 2019 (15 min)

- Green Flag application – Deferred for DM
- Review Standing Orders & Financial Regulations – defer to April

5. 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.
None.

6. Finance (10 min)

(RFO to present financial report)

Councillors have received the bank reconciliation as at 28th February 2019 showing cheques outstanding. Cheques 4096 to 4103 require Council approval including the annual insurance premium (year 2 of 3-year agreement) and the cost of installing two new electrical distribution boards for the Hall and Pavilion. Hall income is up to date and overall the bank balance is in line with yearend projections.

6.1 Grass Maintenance Tenders

Tender applications for the grass maintenance contract 2019-20 have been advertised on the notice boards with 11th March closing date. Only one tender was received at that date from the existing contractors. However, additional information has been received raising issues as to whether the contractors will be able to honour the contract. The RFO is recommending the tender date is extended to the next meeting and will also contact several firms, who were unsuccessful last year.

6.2 Financial review

Regular financial reviews have taken place in the past two months and expenditure is in line with the budget. The RFO has had further discussions regarding dates with the Hall roof builder, while the section 106 offer letter is awaited. The RFO has also reviewed the annual financial risk assessment.

6.3 Review Insurance

The RFO has reviewed the annual insurance policy, which includes percentage increases on assets including fixtures and fittings. The policy was new last year, and the premium was fixed for 3 years

6.4 Prepare Audit - meeting arranged for Friday 15th March 2019

The RFO, Clerk and Chair are meeting the Internal Auditor, Bronwen Bermingham, tomorrow to discuss the audit.

7. Working Party Reports (10 min)

(Working Parties to present their report)

a) Village Hall Working Party

- Squirrels? still appearing to be a problem with lights tripping

b) Playing Fields Working Party

Nothing to report

c) St. Edeyrn's Church

Nothing to report

8. Annual Planner (10 min)

8.1 Tree risk assessment -Ty'r Winch Playing fields & St. Edeyrn's – deferred to next meeting

8.2 Risk Assess St. Edeyrn's wall – deferred to next meeting

8.3 Grass cutting – see 6.1

8.4 Financial Review - see 6.2

8.5 Review insurance provision – see 6.3

8.6 Prepare audit – see 6.4

9. Policies & Procedures (20 min)

9.1 See 4. Review Standing Orders & Financial Regulations

9.2 Review Code of Conduct – deferred to next meeting

9.3 Review Complaints Procedure – deferred to next meeting

9.4 Review Employers Liability Certificate – updated commences 1st April 2019

10. Police Matters (5 min)

Between the 1st of February and the 1st of March 2018 there were a total of 22 South Wales Police Occurrences.

During the above time period 9 of the above occurrences was a recorded crime.

- There was 1 incident of violence throughout this time.
- There were 6 accounts of theft within this period.
- There was 1 burglary within this period.
- There were 0 incidents involving Drugs.
- There was 1 incident relating to damage during this period.
- There were 0 fraud occurrences.
- The other 13 occurrences were for non-crime related matters.

The access point at The Coach House is every Tuesday 1130 – 1230 hours, officers are available to speak to members of the community regarding any issues they would like to discuss, or if they would like to speak to officers in confidence, they can contact them via email or mobile to arrange a meeting.

St Mellons shopping precinct remains a way-marker for our area and at the moment. There is a concerted effort from PC's and PCSO's alike to target this location with a view to reducing the number of ASB calls we have previously had.

The Neighbourhood Policing Team are available should you wish to utilise us for any particular event that may be planned in the future.

11. County Councillors Report (5 min)

(Cllr Dianne Rees and Cllr Joel Williams to present their reports)

No report received

12. St. Mellons Primary School (5 min)

No report received

13. Planning Applications (5 min)

19/00281/MNR – renewal of planning permission 14/00380/DCO - demolition of existing bungalow and erection of new dwelling house Ty Win, Druidstone Road, Old St Mellons

Noted

14. One Voice Wales – report (5 min)

No report received

15. Village Association – report (5 min)

Nothing to report

16. Correspondence (5 min)

16.1 Vision ICT – protocol re Queen's death – deferred to next meeting

16.2 SLCC Membership payment – deferred to next meeting

16.3 Public footpath just off Druidstone Road – appears closed – suggest to contact highways

16.4 Calor Rural Community Fund – deferred to next meeting

17. Items for next meeting (2 min)

- See deferred items

Meeting closed: 20:15 hrs

*Cllr Derek Stroud
Vice-Chair to the Old St. Mellons Community Council*