

OLD ST. MELLONS COMMUNITY COUNCIL

Minutes of meeting held in the Village Hall, Newport Rd,
Old St. Mellons at 7.00pm on Thursday 10th October 2019

Present:

Chair: Cllr Dianne Rees (DR)

Vice Chair: Cllr Rosemary James (RJ)

Councillors:

Cllr Gaynor Hassan (GH)
Cllr Dennis Matthews (DM)
Cllr Charles Price (CP)
Cllr Derek Stroud (DS)
Cllr Joel Williams (JW) later

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

In attendance: Mr Paul Good (RFO)

1. Apologies for absence & Acceptance

Cllr Vic Davies – illness

Cllr Sarah Johns – work commitments

It was resolved – All Agreed accepted

2. Declaration of interests

RJ: OSMVA, St. Edeyrn's

DR: St. Edeyrn's

DS: OSMVA

3. Minutes – to approve as a correct record of the minutes of the meeting held on 18th September 2019

It was approved as a true and accurate record

4. Matters arising from the minutes of 18th September 2019

4.1 Amendments to Standing orders

S05 – to insert new clause 6 – 'The Members of Council shall consist of persons from elected and holding office'.

It was resolved: all agreed

S037 – The annual amount of precept provides the major part of Council's income, there is no reference in the Standing Orders as to how this is derived – DM to propose wording – deferred to next meeting.

63e – Most tenders are sent via email – DM to propose wording – deferred to next meeting.

JW Arrived 19:52

4.2 FIT green space – St. Edeyrn's Village – Clerk update

Clerk: had a response from Persimmon – no objection to dedicating this space to FIT, they will send a letter indicating no objection once they receive a draft copy of the FIT application.

4.3 Grants for disabled access to rear of Village Hall

DR still looking into this – there is a training course in Bristol for grant application in November – DM to attend.

4.4 Drainage to rear of Village Hall and Elgar Crescent – Clerk to update

Clerk: with regards to Highways putting a drain close to the dropped kerb as discussed in the last meeting, they informed the Clerk that the drainage gullies situated on Elgar Crescent are still operating correctly upon an inspection undertaken on 04/10/19.

Highways have forwarded this issue to Drainage Client/Flood Alleviation team who will investigate further, and they will decide if any improvements can be undertaken as per the Clerk's request.

4.5 Website hits – DM
Clerk noted a monthly report is available

4.6 It was noted that the Small Hall is available at 7pm for the Gardening Club, and that the Small Hall is not locked on the days the Gardening Club use this hall for their event.

It was noted that the cupboard for the Gardening Club will be purchased through OSMCC and DS will locate this close to the existing storage area to the rear of the Main Hall - Deferred to next meeting for size and costs.

5. Presentation of In Bloom Competition

Cllr Rees presented the prizes and congratulated:

1st Prize to:

Dr Shefali Kadambande, 'Red Roses', Began Road, Old St Mellons, CF3 6XJ – Dr Kadambande received the rose bowl.

2 runners up of equal standing:

Mr Gordon Pankhurst, 'Malindi', Began Road, Old St Mellons, CF3 6XJ

and

Mr Aidan Pathy and Mrs Barbara Burrowes, 43 Hastings Crescent, Old St Mellons, CF3 5DF

There followed photographs and OSMCC congratulated the winners.

6. Local Residents

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.

Local resident noted on Welsh news there is an issue to off-road motorcycles problems, the field that runs down to Countisbury Avenue near allotments have had several off-road motorcycles seen within that area. It was noted that residents should report this to the local Police.

As this is in the Llanrumney ward, County Councillors DR and JW will write to the Llanrumney Councillors about this issue brought up by the resident.

7. Finance

(RFO to present financial report)

The RFO had forwarded the September 2019 bank reconciliation to Councillors together with the hall roof update and receipt of the Section 106 monies. The hall roof has now been completed, the guarantee received, and the final payment made to the builder. Council approved a number of cheques requiring approval including the annual website charge for £300 and £646 relating to Council building regulation fees for the pavilion improvements. Estimates are being obtained for the annual electric hall test. The RFO stated 2020/21 budget has to be produced in the next two months. RFO requires clarification regarding the availability of either Section 106 or grant monies next year as there is a need to carry out improvements at the Pavilion and Hall. It was agreed to hold a finance meeting prior to the next Council meeting.

Finance meeting - w/c 4th November 2019

7.1 Staff Salaries – approval

The staff salary review was carried out in a private session and staff informed.

It was resolved: all agreed to increase to scale point 29

7.2 External Audit

The Annual Return was not received until 28th September and the conclusion notice immediately advertised on both website and notice boards that the accounts were available for inspection by local electors. The audited accounts were presented and formally approved by Council as there were no accounting issues.

It was resolved: all approved and agreed

7.3 Internal Auditor

Internal auditor will be approached to carry on for a further year.
See minutes 18th September 2019

7.4 Annual Return -to be approved

The Annual Return was presented, and attention made that the requirement to advertise the exercise of electors' rights on the website was overlooked, although advertised on the five notice boards. It was agreed that this issue would be included in the Annual Planner diary
It was resolved: All approved and agreed the annual return document

8. Working Party Reports

(Working Parties to present their report)

a) Village Hall Working Party

- RJ had sourced magnetic back boards for all the village noticeboards, including magnetic pins – as agreed in the minutes of 13th June 2019

It was noted: all agreed to purchase

- It was noted to look to purchase razor wire for the roof surround.

It was resolved: all agreed to purchase cost - £22.98

b) Playing Fields Working Party

- Pavilion
Architect has been to the site and drawings made this has been shown to the Councillors.
Noted: building regs. will cost around £650

- Tennis Courts
DM will ask if the work can be carried out early spring.

c) St. Edeyrn's Church

- Pillars and gate – update
It was suggested to remove the gate temporarily, until repairs carried out. Clerk to notify Church that in the interest of safety the gates will be removed and stored safely by OSMCC.

9. Annual Planner

9.1 PAYE months 7-9 by Oct 2019

Deferred to next Finance meeting – w/c 4th November 2019

9.2 Draft any Xmas events

Carol Singing – Monday 16th December – Ty'r Winch Playing Fields
Outdoor Christmas Tree lights to be sourced by JW and DM
Noted meter reading door hanging off – RJ to ask Mr B James to repair.

9.3 Set next year's precept

Deferred to next Finance meeting – w/c 4th November 2019

9.4 Hall Hire charges review

Deferred to next Finance meeting – w/c 4th November 2019

10. Policies & Procedures

10.1 Review Polices & Procedures

Deferred to next finance meeting – w/c 4th November 2019

11. Police Matters

Between the 1st September and 7th October 2019 there were a total of 4 crime occurrences. there were a total of 13 South Wales Police Occurrences for the Old St Mellon's area.

- There were 3 incident of violence throughout this time.
- There were 0 burglaries within this period.
- There were 0 incidents involving Drugs.
- There were 0 incident relating to damage during this period.
- There were 0 fraud occurrences.
- There was 1 suspicious incident.
- There was 1 road related incident.

- There was 1 incident relating to theft.
- There was 1 Anti-Social Behaviour incident reported to police.
- There were 5 occurrences that were non-crime related matters involving concern for welfare/missing people/highway disruption.

Operation Red Mana is has been running during the summer months and continues to run throughout the city. This relates to our constant battle with off road motorcycle nuisance. We are aware Old St Mellon's is a particular victim of this and as such a joint collaborative approach with the council is being undertaken which will commence soon. It is worthwhile stating that the police are limited in their approach to off road bikes, primarily from a health and safety point of view, however I have requested that the St Mellon's area is a priority location for the operation.

Clerk to write to PC Aimee Bevan to meet with the Clerk/Councillors. Invite to attend next meeting.

12. St. Mellons Primary School

Consultation with parents and other members of the community went out. Concerns amongst existing parents as they have noted that this is too far to travel to new site, asking for a minibus to be provided.

Consultation will go to the next stage, once the views have been looked at and reported.

13. Planning Applications

13.1 Land north of Ty draw Road, Lisvane

Noted: Public meeting on 25th October 2019 in Pontprennau Primary School

13.2 19/02624/MNR Proposal: 4no. dwellings, including new vehicle entrance onto the site: land off Church Road, Old St Mellons, Cardiff, CF3 6YA

Noted: location is around by St. Edeyrn's Church.

No objections.

13.3 19/02330/MJR Planning application for up to 2,500 new homes at North East Cardiff

Noted: Outline planning application can be found on the Council's website.

14. One Voice Wales – report

- JW attended AGM, it was noted that OVW was not impressed with the proposed reform over Community Councils. Audit requirements was also raised at the meeting and it was noted that the requirements by the Audit Office were far too onerous.

15. Village Association – report

15.1 OSMVA – pathway flooding at bend

Concerns over flooding at bend would OSMCC consider the reconfiguration of the pathway to allow the puddling to find its way out. Any financial assistance from the OSMVA would need to be discussed with the Members.

Clerk will write to OSMVA stating OSMCC is looking into rectifying this area.

16. Correspondence

16.1 Carol Singing

See 9.2

16.2 Remembrance Sunday 10th November – plans

Remembrance Parade on Sunday 10th November will commence at 12.00noon from the bottom of Church Lane on Ty'r Winch Road (at the Church Lych Gate) onto Newport Road and to the War Memorial opposite Village Hall where the laying of wreaths and a very short service will take place. This will be followed by refreshments for all participants in the Village Hall. The crowd will have dispersed from the War Memorial by 12.40pm


The Police have confirmed their attendance at this parade.

OSMCC will provide the refreshments

17. Items for next meeting

- Standing Orders SO37 – DM to propose wording
- Standing Orders 63e – DM to propose wording
- Cupboard – Gardening Club – size and costs DS
- PAYE months 7-9 by Oct 2019 - Finance meeting – w/c 4th November 2019
- Set next year's precept - Finance meeting – w/c 4th November 2019
- Hall Hire charges review - Finance meeting – w/c 4th November 2019
- Review Polices & Procedures -Finance meeting – w/c 4th November 2019

Meeting closed: 22:00



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