

OLD ST. MELLONS COMMUNITY COUNCIL

Minutes of virtually held meeting at 6pm on Thursday 14th May 2020

Due to COVID-19 Agenda items not essential will be deferred until next available
Community Council Meeting attended by Councillors at the Village Hall

Present:

Chair: Cllr Dianne Rees (DR) - Zoom

Vice Chair: Cllr Rosemary James (RJ) - Zoom

Councillors: Cllr Gaynor Hassan (GH) - Zoom
Cllr Dennis Matthews (DM) - Zoom
Cllr Charles Price (CP) - Zoom
Cllr Derek Stroud (DS) – via telephone

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

In attendance: Mr Patrick Smalley interim RFO - Zoom

1. **Apologies for absence & Acceptance (1 min)**
Cllr Joel Williams – work commitments.
2. **Declaration of interests (1 min)**
None.
3. **Minutes – to approve as a correct record of the minutes of the meeting held on 12th March 2020 (5 min)**
It was approved as a true and accurate record

4. **Matters arising from the minutes of 12th March 2020 (15 min)**
 - 4.1 Trees – cutting contract? – **see 7.1**
 - 4.2 Grass Cutting – contract – **see 6.1**
 - 4.3 **Other items will be deferred until further notice**

5. **Local Residents (15 min) – via web link available on request**

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.

No public requested to attend.

6. **Finance (10 min)**

(RFO to present financial report)

The year end accounts have been completed and sent to the internal Auditor for Review, we plan to have these back and ready for approval by the end of may – meaning they will be approved in the June meeting.

Due to lockdown, and Covid 19, there is no regular income from the hall or playing fields. However the full precept has been paid, and two small cheques, as occur every year were paid into the bank from way lease from Western Distribution. All HMRC payments are up to date, and payroll is still being run for the four employees. Only other expenditure if that of the standard Direct Debits, and the Garden contract, which has been agreed to be paid quarterly to help mitigate any risks due to Covid -19.

Only cheques to be approved are that of the Interim RFO and Clerks expenses.

It was noted to ask the RFO to check requirements for minimum number of signatures to be applied to cheques, with a view to utilising online BACS payments.

It was suggested that the RFO check if Business Wales Grant can apply to OSMCC for the loss of Village Hall hires.

6.1 Grass cutting contract
It was noted that this is in place from February 2020 and to be paid quarterly.

6.2 To approve the Clerk's & RFO's expenses
It was resolved: All approved

7. **Annual Planner (10 min)**

7.1 Trees Inspection

It was noted that the inspection usually runs every 3 years – Clerk to check last inspection date and email information.

7.2 PAYE months 1-3 by July 2020

It was noted that this is all paid up to date.

It was resolved: All approved

7.3 Agree Financial figures RFO Annual Return – VAT recovery review

To be deferred to June.

7.4 Electrical safety check

It was noted to continue with our existing contractor S. Jones – DS and RFO to arrange checks.

It was resolved: All agreed

7.5 Book Electrical Assessment – Hall & Pavilion

It was noted DS & RFO to make arrangements.

7.6 HMRC P35 – by 19th May

It was noted that the HMRC P35 is no longer required.

7.7 Annual VAT claim.

It was noted that this will be around £3000.00

7.8 Review Financial Risk Assessment

To be deferred to June.

7.9 Green Flag renewal

Email received from Keep Wales Tidy re: Green Flag Community Awards on 7th April 2020 - *If you already hold the Community Award for your site/sites it is likely you will **continue to be awarded for 2020** without any judging taking place. If restrictions are lifted early enough we will try to do some judging of some sites. But we need to focus our judging time/resources on the Full Award sites/parks who pay to apply.*

It was noted a new flagpole is required.

8. **Police Matters (5 min)**

Following report submitted by email:

Old St Mellons Police Report for the month of April 2020

Figures are calculated for the ward Pontprennau/Old St Mellons which is policed by Rumney/St Mellons (for Old St Mellons)

Call Volume

- Public Safety & Welfare - 2
- Transport Related - 0
- Crime Related - 3
- Administration & Information - 0
- Anti-Social Behaviour - 4

Crime Volume

The ward has experienced 42 recorded crimes in line with Home Office Crime Recording statistics, 5 of which relate to addresses in Old St Mellons

Crime categories

- All Other Theft - 1
- Criminal Damage & Arson - 0
- Vehicle Crime - 0
- Violence Without Injury - 2
- Violence With Injury - 0
- Public Order Offences - 2
- Burglary – Dwelling - 0
- Other Sexual Offences - 0
- Miscellaneous crimes - 0
- Drug Offences - 0
- Shoplifting – 0

Ward Priority

The priorities identified by the local community are:
Off road motorcycle annoyance Inconsiderate parking

Actions / Activities by the local Neighbourhood Policing Team
Covid-19 incidents across the South Wales Police area have been addressed by the local Neighbourhood Policing Team by Engaging, Educating, Encouraging & Enforcing guidelines to improve community safety in light of the ongoing Pandemic throughout the South Wales Police force area.

Patrols have been conducted around the Old St Mellons area in relation to off road motorbike annoyance. On the 1st April, an off-road quad was subject of an incident being driven in a dangerous manner across the east side of Cardiff and witnessed in Old St Mellons by local councillors . After a police pursuit lasting close to 3 hours and utilising the police helicopter a 23 year old male was arrested on suspicion of theft of a motor vehicle, possession of a class B drug, dangerous driving and other road offences and has been issued bail for further enquiries.

The local Neighbourhood Policing Team have also taken part in a joint policing operation with Gwent Police targeting criminality cross border crime and anti-social behaviour (Operation Litus) which has targeted issues such as fly-tipping, road traffic offences , rogue traders, public order and rural related crime utilising partner agencies such as National Resources Wales , Trading Standards and others.

South Wales Police Roads Policing Unit has also conducted a policing operation in conjunction with 'Go Safe' and the local Neighbourhood Policing Team (Operation Surbiton) targeting speeding and anti-social vehicular use with the Covid-19 restrictions on travel, and the resulting increase in reported and perceived incidents of ASB.

Emerging Trends

Off-road motorbikes continue to be an issue for the community and the local Neighbourhood Policing would encourage reports to be made via ' 101' whereby intelligence can be gathered to target offenders. South Wales Police are addressing the issue via Operation Red Mana in conjunction with the local authority and other stakeholders.

9. Correspondence (10 min)

9.1 Padlocks for Village Hall and Ty'r Winch Playing Fields

RJ noted that padlocks to be purchased for Village Hall and Ty'r Winch Playing Fields to make both places more secure during this pandemic, the locks would be no more than £15.

It was resolved: All agreed

It was also noted for the playing field to remain closed and to discuss at next meeting.

It was resolved: All agreed

9.2 Hand sanitisers

Clerk to source sanitisers to put in place prior to the Village Hall opening, and to ask JW to source.

9.3 RFO appointment

It was noted for the Clerk to write to the Auditor for guidance, as our existing interim RFO is only available until August.

9.4 DM noted that a builder will be attending the Village Hall to look at the car park and drainage with a view to provide quotes.

9.5 CP had noted he had a new hand dryer and was happy to donate this for the Village Hall, subject to PAT testing prior to installation.

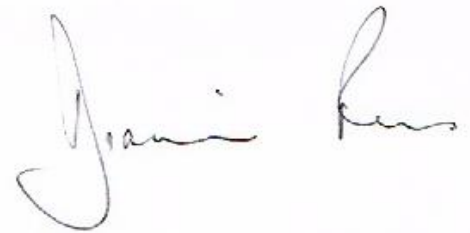
It was resolved: All agreed to accept and a thank you to CP

10. Items for next meeting (5 min)

- Tree inspection – renewal last inspection 2017
- Agree Financial figures RFO Annual Return – VAT recovery review
- Review Financial Risk Assessment
- Purchase new flagpole
- Sanding, polishing Village Hall hardwood floor RJ to find quotes
- Email with regards to land release 2020 to discuss
- Hand sanitisers – purchase
- RFO appointment
- Builder – Village Hall Car Park and drainage - DM

Zoom Meeting closed at 6:50pm

Next meeting: Thursday 11th June 2020



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