

OLD ST. MELLONS COMMUNITY COUNCIL

Minutes for extraordinary meeting held in the Village Hall, Newport Rd,
Old St. Mellons at 6pm on Thursday 29th September 2022

Present:

Chair: Cllr Dianne Rees MBE (DR)

Vice Chair: Cllr Jane Croad (JC)

Councillors: Cllr Gaynor Hassan (GH)
Cllr Anne Hopewell-Ash (AH)
Cllr John Summers (JS) - Zoom

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

RFO to the Council: Mrs N Dunseath (ND)

1. **Apologies for absence & acceptance (1 min)**
Cllr Ashley Bishop (AB) – holiday
Cllr Rosemary James MBE (RJ) - holiday
2. **Declaration of interests (1 min)**
Accepted annual declaration of interest – if any other interests this will be declared below.
3. **Minutes – to approve as a correct record of the minutes of the meeting held on 8th September 2022 (5 min)**

It was approved as a true and accurate record GH proposed and JC seconded

It was noted that due to the death of Her Majesty the Queen the Chair called this extraordinary meeting to deal with matters postponed from 8th September meeting.

4. **Matters arising from the minutes of 8th September 2022 (15 min)**
 - 4.1 Wi-Fi update
AB this report:

Civil dates have been moved out to the 14th October; this is due to local authority not granting permits.
 - 4.2 Hybrid meetings – AB to update incl. hearing loop
Ongoing
 - 4.3 Smart Meter update
Appointment for gas made, technician turned up, unfortunately the technician only able to do domestic dwellings. Electric smart meter appointment for the hall is ongoing and a verbal assurance has been received from EDF that the tariff will not be affected. RFO chasing EON – ongoing.
 - 4.4 Annual Report – to do
Chair, Vice-Chair and Clerk to do and arrange meeting.
 - 4.5 Ty'r Winch Playing field – overhanging trees
Clerk wrote to SWALEC response was to contact Western Power.
 - 4.6 Local Places for nature – Rachel Carter
It was noted will look into this for a future project.
 - 4.7 Co-Option – update & expression of interest
Clerk to arrange interviews with interested parties.

5. Local Residents (15 min) – web link available on request if meeting held via Zoom

Under Standing Order 64 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.

Resident from Newport Rd, Church Inn, concerns over speeding vehicles, one in particular at 6:45 on 16th September a speeding car overturned close to the resident's home., Chair and Vice-Chair agree for Clerk to write to highways to raise concerns.

Resident concerned over licencing at the Texaco garage Newport Rd, application for 24hrs selling alcohol was submitted by garage.

Clerk to send a letter of objection.

6. Finance (15 min)

(RFO to present financial report)

Presented to the Council 29th Sept 2022

Bank-statements have been received dated 30th August for the Main Account, 29th July for the Savings Account and 1st September for the Tennis Club Savings Account. The financial report has been completed using this information.

The expenses and cheques that need to be approved and paid are as per the Bank Reconciliation and are detailed as follows: - Burial Admin Fees, and a refund for a hall booking overpayment.

Income received during September totals £1856.73 and is detailed as follows: -

Burial Fees £380

Village Hall Bookings totalling £880

Tennis Club £596.73

The above payments are yet to appear on the bank statements.

A further £1100.78 is pending for receipts as follows: -

A VAT refund for Q1 April to June 2022 of £530.78, and village hall bookings at £570.

Two letters to the bank are required to be approved and signed by three authorised signatories to request two transfers from the tennis club account to reimburse the main account for £744 for the annual charge for the electronic gate and for £49.96 for the cost of tennis net straps and balls for the social evenings.

The Annual Waste Transfer Notice has been completed and returned to Personal Hygiene Services.

Clerks' expenses for September £152.50

It was resolved: all approved the above

6.1 NatWest Card – alternative product

RFO to put together a recommendation and will forward these to the Community Councillors for consideration.

6.2 NatWest Online Banking & Mandate – update

As above.

6.3 Councillors remuneration allowance

Currently OVW are formulating a guidance for this and to obtain clarity.

6.4 S106 monies – update - Business Plan

It was noted that the Community Council has not had any update as to the amount of funds available.

It was noted that JC will formulate an outline plan and present this to the Community Councillors for consideration.

6.5 Finance and Governance Toolkit for Community and Town councils – Annual Report

It was noted that DR and RFO has checked and noted contents.

6.6 HMRC query

It was noted that this had been sent in error and should have been sent to Cardiff Council.

6.7 CIA Fire & Safety statement
It was noted that this has been paid and up to date.

7. Annual Planner (10 min)

7.1 Financial review. Review income and expenditure
RFO sent information to Cllrs.
It was noted no change.

7.2 Finance meeting: setting the budget for the precept
RFO to draft a proposal - October meeting to discuss.

7.3 Christmas Events

It was noted that RJ has spoken to Andrew Ty'r Winch pub re Christmas Carol singing same as last year on 16th December 6pm.

It was noted the Remembrance Service – 13th November 2022 – 12pm at the Cenotaph – Clerk to notify Police.

It was noted this year to open the Village Hall for teas and coffee etc.

7.4 Quarterly review of fixed assets
RFO has sent the asset register to all Cllrs.
It was noted all approved.

It was noted to obtain quotes for new flagpole at the Village Hall

7.5 Covid-19 general workplace safety risk assessment
Village Hall working party to do.

7.6 Independent Remuneration Panel for Wales – Annual Return
It was noted RFO completed and sent.

8. OSMCC Tennis Club (10 min)

Liz Croad Protheroe submitted the following report.

- *social tennis is going well every Tuesday evening 6-8pm.*
- *junior tennis coaching camps ran well through the summer holidays, we are looking to start more regular coaching programmes.*
- *thanks to RFO Nadine for ordering the net hooks and balls for the club.*
- *the memberships are being renewed as of (31/08/22 - 31/08/2023) - it was decided among the committee to keep the membership prices the same for another year to avoid having to change the new signage and to encourage existing members to renew memberships as the club community is gradually developing and widening.*

9. Police Matters (5 min)

Police report – Old St Mellons Community Council meeting – 8/9/22 – St. Edeyrn's Village

Please see the below figures for the 30 days preceding 7/9/22.

Asb – 0

Violence against the person - 6 – relating to neighbour disputes and domestic assault. No risk to wider public.

Sexual offences – 0

Burglary – 1 – Industrial Burglary from building site.

Theft – 4

Criminal damage – 2

Drugs – 1 – Person stopped with cannabis

- *There have been no reported incidents of Anti-Social Behaviour within the St Edeyrn's part of Old St Mellons. This is very positive considering the usual spike that is seen during the school holidays.*

- Residents of Heol Bennett and George Crescent had contacted me regarding ongoing issues with the illegal use of electric scooters at the location. As a means to combat this, a letter was drafted by PCSO NOTLEY and was hand delivered to every address on Heol Bennett and George Crescent. The letter informed the residents there of the legislation in relation to electric scooters and the relevant offences that persons using them illegally could be summonsed for. Since then, additional patrols have been conducted with a view to take positive action on persons committing offences, however, there have not been any persons witnessed by officers using the scooters. Additionally, officers have not been contacted highlighting any continuing issues at this time.
- No other significant issues or incidents of concern to note at this time.
- Patrols in the area are still being conducted daily.

Please note that PCSO NOTLEY will no longer be covering the area as from 18th September. He will remain a PCSO, however he is transferring out of the Cardiff area to work closer to home.

PCSO Morgan THOMAS and PC Matthew JONES will continue to cover the area.

Pontprennau Neighbourhood Policing team.

Old St Mellons Police Report between 14/07/2022 – 06/09/2022
Figures are calculated specifically for the Old St Mellons area.

Call Categories

All other Theft	2
Criminal Damage & Arson	1
Vehicle Crime	2
Violence without Injury	1
Violence with Injury	0
Public order offences	0
Burglary - Dwelling	0
Other Sexual offences	0
Miscellaneous crimes	0
Drug offences	0
Shoplifting	0
Anti – Social behaviour	4
Transport	2
Public Welfare / Concern calls	3
Suspicious incident	3

Ward Priority

The priorities identified by the local community are:

- Off Road motorcycle annoyance
- Auto-crime

Actions / Activities by the local Neighbourhood Policing Team.

Off road motorcycle annoyance is a still a priority for the neighbourhood team. We continue to work with the council in relation to running operations that target those responsible.

The neighbourhood team have been engaging with local residents regarding our new 'street safe' scheme with the hope to create a nicer environment for the community to feel safe within. This will allow individuals to report areas they feel unsafe which will then be noted by South Wales Police and other agencies to change. Please report any concerns in regard to location via www.police.uk/streetsafe

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. All issues should also be reported to your local councillors to make them aware to facilitate the use of the council off road team. South Wales police are introducing new methods of intelligence gathering within the force in an aim to tackle this issue. Any information provided to the police in relation to off road bikes will be used within this new system.

Auto-crime/opportunists has been on the rise therefore the neighbourhood team have been dealing with the incidents by reassuring residents and doing what is necessary to identify the individuals responsible, this will continue as long as needed. Since the neighbourhood have been taking action, we have seen a decrease in the amount of calls in relation to Auto crime incidents.

PCSO JO Pritchard

10. Planning (5 min)

- 22/01466/MNR, Land at St Julian's House, Bridge Road
It was noted – no objection
- 22/01740/MNR change of use Eastern Business Park
It was noted – no objection

11. One Voice Wales (RJ) (5 min)

- An online conference Thursday 27th October- the importance of Community & Town councils in building resilient spaces for nature. Clerk asked if anyone would like to attend.
- SLCC Conference – Clerk & RFO 45 + VAT 9th November 2022 – training
It was resolved: all agreed

12. St. Mellons Primary CiW School (5 min)

Nothing to report.

13. St. Edeyrn's Church Working Party (AB, AH, RJ, DR) (5 min)

- Paving slabs & gates – email 1/8
Clerk to respond – ongoing.

14. St. Edeyrn's Village (5 min)

- JS noted there has been a lot of complaints from residents with regards to the pavements in the area. It was noted that the Clerk to send letter to developers.

15. Village Hall Working Party (AB, DR, GH, AH, RJ) (10 min)

It was noted to arrange a meeting.

16. Playing Field Working Party (AB, DR, JC, AH, JS) (5 min)

- Benches – email quote 25/7
Suggestion for memorial bench by residents – add this request to the newsletter.
- Green Flag award website to be updated
It was noted that Clerk still awaiting correspondence to update the website.

17. Training (5 min)

It was noted that OVW submitted a template training plan – to be reviewed.

18. Correspondence (5 min)

- Poppy appeal – DR
It was noted that DR will request a box
- Funding opportunities – Energy – email 3/8
It was noted
- Flower arranging – email 29/7
A suggestion made by a resident, if flower arranging can be set up at the Village Hall. It was noted all agreed this was a good idea.
- Little Fizz
It was noted they no longer use the hall due to relocation
- Yoga
It was noted they no longer using the hall due to lack of demand.

19. Items for next meeting (2 min)

- Wi-Fi update
- Hybrid meetings
- Smart Meter – Gas – update
- Annual Report
- Overhanging Trees – Western Power – update
- Co-option update
- Licencing – Texaco Garage
- NatWest Card
- S106 monies

Next Meeting: Thursday 27th October 2022 at 6pm – Village Hall

Meeting closed at: 20:31



Dianne Rees

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