

OLD ST. MELLONS COMMUNITY COUNCIL

Minutes for meeting held in the Village Hall, Newport Rd,
Old St. Mellons at 6:30pm on Thursday 27th October 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 Rosemary James MBE (RJ)
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)

2. Declaration of interests (1 min)

Accepted annual declaration of interest – if any other interests this will be declared below.

Co-Option - Interviews had been carried out prior to this meeting and there were three candidates, Cllrs to vote for the candidates to take position of the two vacancies for a Councillor.

It was resolved: all agreed unanimously for candidates 2 and 3 – Clerk to invite them at our next meeting and to formally sign a Declaration of Acceptance.

Inspector Scott Threadgold joined the meeting, 6:40pm - noted to go straight to item 10.

3. Minutes – to approve as a correct record of the minutes of the meeting held on 29th September 2022 (5 min)

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

4. Matters arising from the minutes of 29th September 2022 (15 min)

4.1 Wi-Fi update

AB sent this report - Wi-Fi - no update, have chased Virgin twice this month but have had no reply, not sure if anyone has seen any work going on there? Will continue to chase and update accordingly.

4.2 Hybrid meetings

AB sent this report - Hybrid meetings - have emailed a couple of companies to get a price for a whole package including projector, laptop, sound system and induction loop. No prices but 2 companies would like to visit to give a quote.

4.3 Smart Meter – Gas – update

Caretaker met with the technician and supplier could not fit it as the boiler was not domestic, RFO still chasing.

4.4 Annual Report

It was noted that the annual report has been completed to approve and publish on our website.

It was resolved: all approved and agreed

4.5 Overhanging Trees – Western Power – update

JC requested contact details and will arrange a meeting.

4.6 Co-option update

It was noted that Mr Derek Stroud decided to withdraw his application, DR sent a letter of thanks for his commitment and dedication as a Councillor to OSMCC.

4.7 Licencing – Texaco Garage

It was noted that the licence application was approved.

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.

None attended

It was noted that RJ left at 7:27pm – prior engagement but will return later.

6. **Finance (15 min)**

(RFO to present financial report)

Presented to the Council 27th Oct 2022

Bank-statements have been received dated 30th September for the Main Account, Savings Account and 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: - Refund for a hall booking overpayment (wrong payment details previously given and previous cheque now voided), One Voice Wales training session, Replacement of noticeboard, Cleaning Products for Village Hall, SLCC conference booking for Clerk and RFO, Clerks Overtime for September, RFO Expenses for September, Clerks Expenses for October and Burial Fees, a payment for reimbursement of costs for Queen condolences was approved.

Income received during September totals £2980.39 and is detailed as follows: -

Burial Fees £380

Village Hall Bookings totalling £1690

Electricity credit refund £6.68

Tennis Club £903.71

A further £2714.05 is pending for receipts as follows: -

A VAT refund for Q1 April to June 2022 of £530.78, and for Q2 July to Sept 2022 of £928.14, village hall bookings at £847.50, Burial Fees of £370 and Tennis Club bookings of £37.63.

A letter has been received from EDF energy relating to the electricity contract for the Pavilion which states that the monthly direct debit charge will increase from £10 to £11 with effect from October.

Q2 July-Sept Bank Reconciliation document has been circulated to all Council members and Clerk for information.

Q2 July-Sept Actual Costs vs Budget document has been circulated to all Council members and Clerk, with some budget lines highlighted for proposed adjustments to reflect the current financial situation especially regarding income received which is higher than anticipated in some areas, and to ensure that no expenditure line is overspent. RFO kindly requests the Council to consider approving the proposed budget line adjustments,

6.1 To approve RFO, Clerk and Caretaker expenses and OT

RFO £43.85, Clerk £152.00 & Oct £17.99, Clerk OT

It was resolved: all agreed

6.2 NatWest Card – alternative product

It was noted that RFO had sent a comprehensive email outlining recommendation.

Payments can be made online and can be accessed by RFO, Clerk and Cllrs, but need to agree safeguarding measures – DR suggested RFO to contact Audit office for further advice.

6.3 NatWest Online Banking & Mandate – update

See 6.2

6.4 S106 monies – update - Business Plan

It was noted to send a letter to CC to ascertain where the monies are to be allocated.

- 6.5 Gas Contract**
RFO sourcing cheaper supplier.
EDF £88 per month for a years' contract – this is approximate and appears to be the best option.

It was resolved: all agreed to go with EDF

7. Annual Planner (10 min)

- 7.1** Review Q2 budget vs actual costs and consideration of budget lines
Adjustments to reduce some lines reserves for hand sanitisers, cleaning materials used for COVID precautions – agreed this can now be reduced.
- 7.2** Quarterly signing of Bank Reconciliation
JC has signed and dated.
- 7.3** PAYE months 4-6
It was noted that this has been paid.
- 7.4** Approve last year's annual return
RFO still waiting for the report.
- 7.5** Draft any Xmas events
Friday 16th December at 6pm – Ty'r Winch Pub – Father Christmas attending.
- 7.6** Set next year's precept
RFO sent a proposal to Cllrs - review in November
- 7.7** Hall Hire charges review
It was noted no change.

8. Autumn Newsletter 2022

- It was noted that the newsletter is at the printers.
- It was agreed to get details for a company to deliver these as these need to be posted urgently - DR to obtain the information and send to RFO

9. OSMCC Tennis Club (10 min)

- It was noted the Clerk renewed the LTA Registration on 14/10
- Potential new Head Coach - Phil James
- AGM taking place Monday 7th November 7:30pm Village Hall
- Social Sunday tennis running successfully 10-12

It was noted that DR asked all Cllrs to try and attend

10. Police Matters (5 min)

DR welcomed Insp. Scott Threadgold – (IST)

Insp. Scott Threadgold introduced himself and spoke about changes to the way that Neighbourhood Policing will be changing and there are various phases for this new approach, it was noted that there will be more PCSO's patrolling local communities, this is to try and engage with the local people and provide a continuity using the same officers.

IST also noted that OSMCC will be provided with a main contact.

DR thanks Insp. Threadgold who left at 7:05pm.

It was noted that Anne Hopewell-Ash left at 7:05pm - prior engagement.

11. Planning (5 min)

- 14/01434/DCO and subsequently dismissed on appeal on 4 June 2015
(APP/Z6815/A/2229933 - Land North of Bridge Road, Old St. Mellons
OSMCC discussed this application and decided the decision by CC will be upheld.

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

It was noted that the Clerk and RFO will be remotely attending a joint conference between SLCC and OVW on 9th Nov 2022

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

Community Council Report-St. Mellons CiW Primary School 13.10.2022

New Academic Year

Everyone was delighted to see the children return enthusiastically to school and settle in so well after their summer holiday. It was particularly pleasing to welcome Nursery children to their new surroundings. They are enjoying making friends and exploring new learning opportunities. Children and staff also welcomed new members to the teaching and learning support team.

Autumn Events

School is now able to once again welcome visitors in a way that has not been possible in recent times. With that in mind "Coffee Mornings" have begun once again. This is an opportunity for parents and carers to meet, have a chat and speak with members of staff.

It's hoped the PTA can be revived this term. "Friends" can be anyone who is a family member of a child/children in school or who more broadly supports the school. PTA support has always been valued by the school and is looking for new volunteers who will carry on the good work!

Mother Tina has been visiting school reminding everyone of the importance of giving thanks at Harvest Time. She led Whole School Collective Worship and visited Nursery children sharing stories and poems. Harvest Festival will be celebrated at St. Mellons Parish Church later this month. Donations of tinned and dried food will be distributed to the local food bank.

The school was very pleased to invite parents and carers into the classrooms for two very well attended parents' evenings.

Looking further ahead everyone is looking forward to welcoming family members to Parents Evening, the Christmas Play and Carol Service.

Whole School Value

The whole school value children are reflecting on this half term is "Friendship."

Seren yr Wythnos

Children have been nominated as "Stars of the Week" for excellent work in maths, being creative thinkers, effort, for being reflective and for being brilliant spellers!

Awards reflecting "Friendship" have been awarded to children by the children of the "Friends of Faith Committee" for;

- Being kind and considerate
- Taking care of friends when they need it
- Showing kindness and care towards children
- Helping others with their work
- Encouraging others

These awards, once again, reflect the very positive relationships enjoyed by children and adults in the school community.

Children's Learning

School, has for some time, been preparing for the introduction of Curriculum for Wales and children's contexts for learning in the Autumn Term for the younger children include "Marvellous Me" and "All About Me and Healthy Heroes."

The older children are enjoying their context for learning - "The Blue Abyss." They were inspired by a visit to Bristol Aquarium. On their return children have been planning a journey to the Blue Abyss by designing and making submarines, investigating the creatures in our oceans while learning about the dangers to our oceans and how we can protect them.

New Build

School is in regular contact with the Local Authority and the contractors who report they remain on track for the school opening in April 2023. Governors are looking forward to visiting the site in the near future.

Stephen Ashton
Community Governor
13.10.2022

- RJ noted that the pavement by Ty'r Winch Road and just before the bridge over the bypass pavement is very narrow and dangerous for pedestrians, it was noted to contact highways.
14. **St. Edeyrn's Church Working Party (AB, AH, RJ, DR) (5 min)**
Clerk to ask Cllrs to organise a meeting.
15. **St. Edeyrn's Village (5 min)**
- Pavement issues
JS provided photographs of the areas where the pavement is of substandard, Cllrs agreed that the areas were appalling and for Clerk to write to highways sending copies of the photos.

Clerk to write to Rebus, the Managing Company - Persimmon
16. **Village Hall Working Party (AB, DR, GH, AH, RJ) (10 min)**
- Recent party at Village Hall: OSMCC186
It was noted the bond was retained as the hall was not left in a clean and tidy condition as per hire agreement and first schedule.
 - Trees outside Village Hall
Clerk to contact CC to ascertain who is responsible
17. **Playing Field Working Party (AB, DR, JC, AH, JS) (5 min)**
- Defibrillator WG funding
It was noted the RFO had received information from WG with regards to funding for a defibrillator, it was noted that there was one already at Sea View stores, RFO suggested that it may be useful to have one by Ty'r Winch Playing Fields, it was agreed for the RFO to look into this in more detail.
 - Park noise
Resident complained a lot of noise from the playing fields on a Sunday, Clerk to look into this.
18. **Training (5 min)**
It was noted that the Training Plan has been completed to approve and publish on our website.

It was resolved: all approved and agreed

19. **Correspondence (5 min)**
- Thank you to past Cllr.
It was noted to arrange a gift for the service provided by a Cllr who had been with OSMCC for a number of years.

RJ returned to the meeting at 8:32pm

- Welsh Heritage Project – MT requesting support
It was noted that OSMCC would agree to support but unable to do so financially.
- Traffic – Newport Rd

It was noted that the recent accident involving speeding vehicle, Clerk had written to highways with concerns, the response was very disappointed, it was neither signed nor gave any reassurance that the matter would be looked into. Clerk to respond.

- Coed Caerdydd - tree planting programme update Pontprennau and Old St Mellons
It was noted that Williams Nicholls Drive Park is amongst the areas that are part of this programme.
- Update - settlement of claim
It was noted that an amicable agreement has been finally reached and payment made.
- Update on data and Freedom of Information Act request
It was noted that no response has been received after sending all documents pertaining to this request.
- Flagpole quote
Clerk has received a quote of £795 for a flagpole to be sited at the Village Hall, quote from previous supplier, it was noted this is slightly more expensive as prices have increased.

It was resolved: all agreed

- Remembrance Sunday 13th November at 10:45 at Caersalem, St. Johns College attending with a brass band and bugler, light refreshments at the Village Hall.

20. Items for next meeting (2 min)

- Wi-Fi update
- Hybrid meetings update
- Smart Meter Gas
- Western Power – Trees
- Village Hall trees
- Defibrillator – Ty'r Winch Playing Field – update
- Incident Newport Rd Highways - update

Next Meeting: 10th November 2022

Meeting closed at: 9pm



Cllr Dianne Rees MBE

Chair to the Old St. Mellons Community Council