

OLD ST. MELLONS COMMUNITY COUNCIL

Minutes for meeting held in the Village Hall, Newport Rd,
Old St. Mellons at 6pm on Thursday 10th November 2022

Present:

Chair: Cllr Dianne Rees MBE (DR)

Vice Chair: Cllr Jane Croad (JC)

Councillors: Cllr Ashley Bishop (AB)
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 John Summers
2. **Declaration of interests (1 min) & Declaration of Acceptance for new Cllrs (1 min)**
DR welcomed Cllr Debbie Brown & Cllr Ieuan Burr ridge-Bryant – Co-opted
3. **Minutes – to approve as a correct record of the minutes of the meeting held on 27th October 2022 (5 min)**

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

4. **Matters arising from the minutes of 27th October 2022 (15 min)**
 - 4.1 Wi-Fi update
AB still waiting for civils - ongoing
 - 4.2 Hybrid meetings update
It was noted that the Clerk had further information see item 14.
AB still investigating but need to wait for 4.1 to commence.
 - 4.3 Smart Meter Gas
RFO to chase EDF as a recent change to supplier will need to recommence.
 - 4.4 Western Power – Trees
DR and JC met with Gareth Butland – National grid it was a positive meeting and hopefully the situation will be rectified with regards to overhanging trees.
 - 4.5 Village Hall trees
It was noted that the Clerk has requested a quote to cut back the lower branches – still waiting.
DR still trying to ascertain who is responsible for the trees.

Clerk to ask Caretaker to collect leaves from outside the Village Hall and the pathway clearance of leaves and to take to Lamby Way.
 - 4.6 Incident Newport Rd Highways – update
It was noted that the Clerk had written to highways and received a very ambiguous response, the letter contained no name, just signed from the department and didn't appear to have addressed the issue, the Clerk has since responded requesting a response from a named representative and clarity to the issue.

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.

GH spoke on behalf of some residents who had not agreed with the granting of the licence to Texaco garage 24hr licensing. Residents believe that there is a need for planning application but have not seen any information. OSMCC will let residents know if a planning application has been submitted.

6. County Councillors Report

It was noted that neither Cllr Peter Littlechild nor Cllr Joel Williams were able to attend, however, they have sent correspondence that they will try to attend meetings or submit a report where practicable.

7. Finance (15 min)

(RFO to present financial report)

Presented to the Council 11th Nov 2022

Bank-statements have been received dated 28th October for the Main Account, 30th September for the Savings Account and 1st November 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: - 2 x Refunded hall booking bonds, Newsletter Distributor, Refund for Burial Fees, Remembrance Wreath and Poppies, Tree works, Clerk and RFO Overtime for October, Clerk, RFO and Caretaker Expenses for October and Burial Admin Fees.

Income received during October totals £1798.77 and is detailed as follows: - Burial Fees £370

Village Hall Bookings totalling £855

Tennis Club £42.99

VAT refund for Q1 April to June 2022 of £530.78

A further £1691.94 is pending for receipts as follows: -

A VAT refund for Q2 July to Sept 2022 of £928.14, village hall bookings at £540, Burial Fees of £200 and Tennis Club bookings of £23.80.

Correspondence has been received from EDF energy to advise that the UK Government's Energy Bill Relief Scheme discounts gas and electricity prices from 1 October 2022 to 31 March 2023. EDF Energy have advised that no action is required for businesses and any discount will be automatically applied to the direct debit.

7.1 To approve RFO, Clerk and Caretaker expenses and O/T
Expenses RFO £74.80, Clerk £107.30, O/T RFO 9hrs, Clerk 13hrs

It was resolved: all agreed

7.2 NatWest Card – online banking
RFO contacted auditor to check if this is practicable – the response was favourable, can see no issue. Maximum spend for the Clerk to remain at £400 as per Financial Regulations.

It was resolved: all agreed

7.3 Defibrillator – Ty'r Winch Playing Field – update
It was noted that there is WG for funding for this, RFO has been investigating – ongoing. RJ noted that Caersalem Church has a defibrillator this could be within the required area for defibrillators, which would mean that one is not required at the playing field.

7.4 S106 monies – update
It was noted that the Clerk had requested an update from CC but has not had a response. Correspondence received this evening by email, details of the amount allocated has still not been submitted.

7.5 Gas contract
It was noted a slight change to the charges and it was cheaper, there was an estimate submitted but this was considerably more – RFO still investigating ongoing.

8. Annual Planner (10 min)

- 8.1** Review Q2 budget vs actual costs and consideration of budget lines
Completed.
- 8.2** Risk assessment Village Hall
It was noted to meet on Thursday 12th January at 5pm
- 8.3** Financial review. Review income and expenditure
Completed.

9. Policies & Procedures (10 min)

- 9.1** Review Standing Orders
Clerk to send to all and any changes to be noted in the January 2023 meeting.
- 9.2** Review Financial Regulations
RFO to review – any changes to be noted in the January 2023 meeting.

10. Autumn Newsletter 2022

It was noted that the newsletters have been given to a distribution company and have started deliveries.

The cost to deliver £288.00 for 4000 leaflets.

11. OSMCC Tennis Club (10 min)

IBB declared an interest

- AGM has taken place on Monday 7th November and elections had taken place to form the committee.
- Full details can be found in the minutes which are on the OSMCCTC website and OSMCC website
- Head Coach – meeting organised 11th November 2022
- Floodlights – looking to for funding from possibly LTA
- Court maintenance – Clerk to ask Caretaker to attend twice weekly.

12. Police Matters (5 min)

No report received

13. Planning (5 min)

- 14/01434/DCO - Land North of Bridge Road, Old St. Mellons
An email received with regards to this application is to *offer the majority of the site for community use as meadowland to improve and enhance the environmental and sustainability credentials of the village. It would be accompanied by a scheme for up to 3 residential plots to develop the road frontage on Bridge Road opposite existing properties, thereby disabling any future vehicular access into the majority of the site.*

DR noted that this is under review by CC

It was noted that the Community Councillors considered the proposal but decided that what is proposed is not within the settlement area, would be development on a green field site on the eastern side of the river, where Cardiff Council and Planning Inspectors have previously refused permission. The Community Council has decided it will oppose it.

It was resolved: all agreed

- 22/02392/HSE - Proposal Single storey rear extension with associated roof works
Location 4 Bethania Row, Old St Mellons

Noted – no comment.

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

It was noted that both the Clerk and the RFO attending the joint conference of SLCC and OVW.

There were a couple of points of interest:

- Hybrid meetings – CloudyIT – have teamed up with Logitech and noted new equipment and software making it easier for hybrid meetings – Clerk looking into this further with regards to costs.
- Climate Change:
WG – net zero by 2050 it was noted that any new buildings will need to be net zero standard and areas of land – carbon sequestration and habitat improvements e.g., planting trees and what effect these trees would make to the environment.
- Biodiversity – Local Places of Nature
To try and encourage areas owned by Community Councils to:
 - Objective 1: engage and support participation and understanding biodiversity
 - Objective 2: safeguard species and habitats
 - Objective 3: increase the resilience of our natural environment by restoring degraded habitats
 - Objective 4: tackle key pressures on species and habitats
 - Objective 5: improve our evidence understand and monitoring
 - Objective 6: to put in place objectives and goals
- Finance and Governance Toolkit
This is a very complex document and OVW suggested a committee/working party to oversee this – updated version on SLCC and OVW website.

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

DB declared an interest

Old St. Mellons Community Council Report 10.11.2022-St Mellons CIW Primary

Welcome Back!

Children enthusiastically returned to school after the half term break and are looking forward to this term's learning, events and activities.

Harvest Festival

Before half term children enjoyed a Harvest Festival celebration-their first with Father Anthony. Children participated through hymns, stories, prayers and poems. It was lovely to see so many parents and family members in church celebrating with the children. Donations of food were passed on to the Cardiff Foodbank. Bryn Ivor Lodge Care Home also kindly made a contribution.

Wrap Up Cardiff

Many children and families have kindly contributed to "Wrap Up Cardiff." The project is run by the Rotary Clubs across Cardiff. Winter coats and jackets were collected and will be distributed to those who are homeless or in dire need. Over 1000 coats have been collected across the city. Many thanks to everyone for their donations.

Black History Month

As part of their learning, children have been celebrating "Black History Month," exploring a variety of themes. These have included dance performance and discovering new artwork. They have found out about heroes from Black History including Rosa Parks and Martin Luther King. Children also researched the contribution of local heroes and those who have been an inspiration to others. As part of their broader context for learning "The Deep Abyss," older children specifically found out about scientists who have contributed to our understanding and conservation of the oceans.

Seren Yr Wythnos

Recently, children have been rewarded for their work in maths-shorter/taller than and telling the time. Others have been acknowledged for challenging themselves and for having a fantastic attitude and excellent behaviour. In line with the whole school value of "Friendship" children have been seen

helping a younger pupil on the "Buddy Bench," showing care and consideration for others and including children in their games.

New Build

On a recent visit to the new school site governors had the opportunity to see how the building is taking shape. The most recent photographs of the build can be seen on the school website.

Stephen Ashton
Community Governor

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

- Refund re burial plot
It was noted that the sale of a burial plot has been withdrawn and a refund of £125 needs to be provided.

It was resolved: all agreed

- It was noted to meet Saturday 19th November at 10am at St. Edeyrn's Church

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

- Pavement issues – update
It was noted that there are many areas where the pavements are under poor state of repair, poor quality and considered a health and safety issue. Photographs have been provided by JS and this has been forwarded by the Clerk who had sent a letter to the safety department of Persimmon Homes, it was noted that the Clerk has received an acknowledgement from the Managing Director who will be looking into this issue.

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

- Table Storage
It was noted that the tables had been put back incorrectly in the trolley in the small hall storage area.

Clerk had sent an email to all hall users to remind them how the tables need to be stacked.

It was noted that there will be two tables permitted to be left out as a trial run.

- Clerk noted that there is no hot water in the small hall sink area and tap not working properly Limegreen to investigate, Clerk to contact company as a matter of urgency.

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

- Green Flag Award application
JC completed most of the form – further details required.
 - Signage re no dogs allowed notice to be renewed and an explanation as to why no dogs allowed
 - Gates to be painted.
 - Notice board with species information and name of trees – biodiversity

DB to approach the school to see if the school children would like to do this project – Clerk to send Tree report to DB to identify the trees in the playing field.

- Notice board – Texaco Garage
A request for a notice board to be situated in the small grass area, the Clerk had sent a requested to the company that owns this garage and the response: *unfortunately, we cannot allow any signage or any other structure by a third party on this area.*
- Newport Rd – Leaves
An email was received from residents of Newport Rd nr the Village Hall raising concerns about the leaves blocking drains and causing flooding. The leaves from the Village Hall pathway had been blown towards the road, and this added to the problem.

DR/Clerk to contact Highways as drain outside Village Hall blocked.

20. Training (5 min)

It was noted that the two new Cllrs will be required to attend the Code of Conduct training.

JC noted to perhaps organise a training day.

21. Correspondence (5 min)

- Apple tree, Newport Rd – resident enquiring about apple pickers
You're welcome to have the apples and forward to food banks if you wish to.
- Licence to Texaco Garage residents' concerns.
Clerk to write to concerns.
- Caretaker – workwear – up to £100.00
It was resolved: all agreed

22. Items for next meeting (2 min)

- Wi-Fi & hybrid meeting update
- Village Hall trees and drain
- Incident Npt Rd – Highways update
- To ask County Councillors to attend next meeting re highways issue & incident on Npt Rd
- Newsletter – for Spring – AB to take lead
- Finance & Governance Toolkit
- NatWest Card - update
- Business Plan
- Treasurer – Committee – clarification
- OSMCCTC – requisitions for supplier – spend limit

Next Meeting: 12th January 2023 6pm

Meeting closed at: 9pm



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