

# **OLD ST. MELLONS COMMUNITY COUNCIL**

Minutes of meeting held at the Village Hall at 6pm on  
Thursday 12<sup>th</sup> October 2023

**Present:**

**Chair:** Cllr Dianne Rees MBE (DR)

**Vice Chair:** Cllr Jane Croad (JC) via Zoom

**Councillors:** Cllr Ieuan Burridge-Bryant (IB)  
Cllr Debbie Brown (DB) via Zoom  
Cllr Gaynor Hassan (GH)  
Cllr Anne Hopewell-Ash (AH)  
Cllr Rosemary James MBE (RJ)  
Cllr John Summers (JS)  
Cllrs Sam Evans (SE)

**In attendance:**

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

**RFO to the Council:** Mrs N Dunseath (ND)

**In attendance:** Cllrs Joel Williams (JW), Peter Littlechild (PL)

1. **Apologies for absence & acceptance (1 min)**  
None
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 14<sup>th</sup> September 2023 (2 min)**

**It was approved as a true and accurate record GH proposed, IB seconded**

4. **Matters arising from the minutes of 14<sup>th</sup> September 2023 (20 min)**

4.1 Wi-Fi hybrid  
OSMCC met earlier this evening and have made new specs for quotes.  
50" TV screen min, trolley and wide angled camera and microphone.  
SE, IB to source quotes.

4.2 Environmental draft policy  
DB, JC, IB to meet up and issue a draft prior to next meeting.

4.3 Village Signs  
DR contact company – awaiting quotes  
RJ to ask local contractor.

4.4 Model Standing Orders  
JS proposed, AH seconded to adopt the OVW standing orders

**It was resolved: all agreed**

4.5 Pest Control – renewal quote  
A quote received from Cardiff Council - Annual Contract price £275.00 plus £55.00 VAT = £330.00

**It was resolved: all agreed**

4.6 Flower boxes  
It was noted that the cost will be £550.00 – 5 boxes including the 3 old ones per annum which includes the flowers and maintenance.

**It was resolved: all agreed**

4.7 Water tap quotes  
It was noted that there is already a tap adaptor located under the sink in the pavilion.

**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.*

Local resident attended to say that the flooding on Newport Rd is still an issue and complained about the amount of leaves building up along Newport Rd outside the premises which is compounding the problem.

DR noted that the County Councillors will be attending the meeting and this issue will be discussed with them.

**6. County Councillors Report (5 min)**

*(Cllr Joel Williams, Cllr Peter Littlechild to present their report)*

**JW and PL attended – 6:25pm**

- New village school open, grateful for support.
- Parking – residents' concerns – addressing this issue.
- County Councillors would like to hold a public meeting with other County Cllrs, Clerk noted that there will be a charge as this is a private hire, Chair offered for Community Cllrs to host the meeting, then there would be no charge, County Cllrs will find another venue.
- Replacement LDP – JW noted chairing task and finish and S106 from developers.
- Flooding – works in Druidstone Rd has commenced.
- Newport Road – proposal funding from WG can only be used for sustainability schemes – JW noted has updated the resident that had flooding issues.
- JW – any white lines or signs – contact CC.
- Apposed to 20mph noted requested to exempt more roads.

DR noted that a resident has complained again about the conditions along Newport Rd, particularly outside their premises which is still flooding.

JW noted that he had been in contact with the resident.

With regards to S106 monies - See item 9.

**JC entered zoom at 6:36pm**

**7. Finance (15 min)**

*(RFO to present financial report)*

*Bank-statements have been received dated 29<sup>th</sup> 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: - Direct Debit payments for utilities for October, SLCC Conference Fees, Returned Key bond refund, Cleaning Products, Printer Ink Expenses, 2x returned hall hire bonds, Electricity Safety Checks and remedial works, Caretaker Expenses for August, Clerk, RFO and Caretaker Expenses for September, and overtime for September.*

*Income during September totals £2978.99. The income is detailed as follows: -*

*Village Hall Bookings totalling £1157.50.*

*Tennis Club £1096.49*

*Tennis Wales Grant £500*

*Burial Fee £225*

*A further £1554.13 is expected for receipts as follows: -*

*Village Hall Bookings £870, Tennis Club £344.15 and a Q2 VAT reclaim of £339.98.*

*eDF Energy have advised that as of September the account is £282.23 in credit. The Contract is due for renewal in December and quotations for new contracts will be provided by the RFO for the November Council meeting.*

*The eDF energy contract for electricity for the village hall as of August is £806 in credit. eDF have confirmed that monthly direct debit payments will be reduced to £150 at the RFO's request to be more reflective of usage.*

*The eDF energy contract for electricity for the pavilion as of October will increase to £32 per month to account for increased usage.*

- 7.1 To approve RFO, Clerk and Caretaker, Cleaner expenses and O/T  
Expenses Clerk £34.58, RFO £35.70, Caretaker 75.94 (August)

**It was resolved: all agreed – IB proposed RJ seconded**

- 7.2 Setting the budget for the precept  
Noted precept will remain the same.

- 7.3 Review Q2 budget vs actual costs and consideration of budget lines  
It was noted that RFO to make small adjustments.

**It was resolved: SE proposed, GH seconded**

- 7.4 Quarterly signing of Bank Reconciliation  
Noted – DB to complete

- 7.5 PAYE months 4-6  
Noted - completed

- 7.6 Approve last year's annual return  
It was noted that the audit has been returned as unqualified.  
DR noted to thank RFO for all the hard work – congratulated RFO.  
DR has formally accepted the auditors' comments.

**It was resolved: all agreed**

**8. Annual Planner (15 min)**

- 8.1 Draft any Xmas events  
Reminder Carol Service - Friday 15<sup>th</sup> December at 6pm – Ty'r Winch Pub

- 8.2 Hall Hire charges review  
It was noted no changes.

**9. S106 Monies and Pavilion (10 min)**

It was noted that to date no S106 monies have been received from CC since the development of St. Julians.

JW presented this report:

- Looked at business plan
- Spoke with CC – head of planning
- Email only received re proposal confirmation this evening
- Based on the budget a funding £75k is offered and OSMCC to match budget of £75k
- Pavilion project - open tender progress
- Funding can be spent on pavilion
- One month to accept
- One year to finalise
- 2 years to build
- Terms to have community facility
- OSMCC can add funding e.g., lottery.
- Childrens' Playground in Ty'r Winch to use S106 monies to renew

There then followed a discussion with regards to the amount of S106 monies proposed, it was noted that DR is extremely disappointed that the full allocation of S106 monies is not being provided to OSMCC and that CC is expecting OSMCC to match fund the proposed £75k offered and expecting to raise £75k it was noted that OSMCC did not have this money, JW, suggested to obtain funding such as grants, loans etc. All Community Cllrs noted their dissatisfaction with this proposal.

PL suggested that the proposal by CC gave one month to accept but offered an extension, IB suggested 3 months, which was agreed by PL, the proposal letter when sent will confirm this.

It was noted that RJ requested JW as to where the S106 monies have been spent and how much.

**JW, PL left the meeting at 7:28pm**

RFO suggested to move the earmarked reserve into the savings account.

**It was resolved: IB proposed, SE seconded.**

**10. OSMCC Tennis Club (10 min)**

*(Liz Croad-Protheroe to present report)*

- Received the tie-break grant
- Tennis courses for 9-11 yrs. – will be starting in October.

**10.1 Constitution re OSMCCTC**

It was noted that any decisions need to be made to OSMCC first, LC and IB to draft up the constitution by next meeting.

**10.2 Bat Survey**

Ecology survey 13<sup>th</sup> November 12pm to be carried out.

**It was resolved: all agreed**

**10.3 Planning Consultant - £800.00**

It was noted that LC has received a quote for a planning consultant for the floodlights, this was the cheapest quote.

**It was resolved: all agreed**

**10.4 Cardiff Met Sport Capital Grant Scheme**

It was note that a grant scheme is available from Cardiff Council – this is to improve local sports. LC requested to apply for this grant.

**It was resolved: LC to look into the scheme and to see what it entails.**

**10.5 Storage Pavilion**

It was noted that the pavilion on a recent visit that the tennis equipment had not been stored away properly, to remind OSMCCTC that the pavilion must be kept clean and tidy.

**10.6 Advertising Banners**

It was noted that there appeared to be a number of banners located around the inside of the tennis courts. OSMCCTC must ask OSMCC permission to do so.

LC stated that the Coach has put these up and has asked for them to be taken down.

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

*(Police presented report via email)*

**Old St Mellons Police Report between 13/09/2023 – 10/10/23**

**Figures are calculated specifically for the Old St Mellons area.**

*Call Categories*

<i>All other Theft</i>	<i>0</i>
<i>Criminal Damage &amp; Arson</i>	<i>0</i>
<i>Vehicle Crime</i>	<i>1</i>
<i>Violence without Injury</i>	<i>1</i>
<i>Violence with Injury</i>	<i>1</i>
<i>Public order offences</i>	<i>0</i>
<i>Burglary - Dwelling</i>	<i>2</i>
<i>Other Sexual offences</i>	<i>1</i>
<i>Miscellaneous crimes</i>	<i>6</i>
<i>Drug offences</i>	<i>0</i>
<i>Shoplifting</i>	<i>0</i>
<i>Anti – Social behaviour</i>	<i>0</i>
<i>Transport</i>	<i>1</i>
<i>Public Welfare /</i>	
<i>Concern calls</i>	<i>4</i>
<i>Suspicious incident</i>	<i>0</i>

#### *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 and SWP off road team in relation to running operations that target those responsible.*

*The neighbourhood team have been engaging with local residents regarding our '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 in order to try and reduce/ resolve the issue.*

#### *Emerging Trends*

*Off-road motorbikes continue to be an issue for the community and the local Neighbourhood Policing team 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's necessary to identify the individuals responsible, this will continue as long as needed.*

*PCSO 58307 Kevin Thomas*

#### *St Edeyrn's Village Police Report 01/09/2023 – 30/09/2023*

*Figures are calculated specifically for the St Edeyrn's Village area.*

#### *Call Categories*

<i>Theft</i>	<i>1</i>
<i>Criminal Damage &amp; Arson</i>	<i>1</i>
<i>Vehicle Crime</i>	<i>0</i>
<i>Violence without Injury</i>	<i>2</i>
<i>Violence with Injury</i>	<i>0</i>
<i>Public order offences</i>	<i>1</i>
<i>Burglary - Dwelling</i>	<i>0</i>
<i>Other Sexual offences</i>	<i>0</i>
<i>Miscellaneous crimes</i>	<i>3</i>
<i>Drug offences</i>	<i>0</i>
<i>Shoplifting</i>	<i>0</i>
<i>Anti – Social behaviour</i>	<i>6</i>
<i>Transport</i>	<i>1</i>
<i>Public Welfare /</i>	
<i>Concern calls</i>	<i>10</i>
<i>Suspicious incident</i>	<i>1</i>
<i>Commercial Burglary</i>	<i>0</i>

#### *Ward Priority*

*The priorities identified by the local community are:*

- *Suspected drug dealing around the Heol Bennett area.*
- *Off road motorbikes entering the area from Bridge Road.*
- *Vehicle crime in the St Edeyrn's area.*

*Actions / Activities by the local Neighbourhood Policing Team.*

*Vehicle crime remains a priority for the Neighbourhood Policing Team in the St Edeyrn's area. Although it is relatively low incidents are still sporadically occurring. Officers will continue to patrol the area especially when on duty in the evenings.*

*South Wales Listens is a new community engagement service that allows members of the public to create an account. They can then send messages to the Neighbourhood Policing Team regarding any emerging issues or information they wish to supply to the police. The local PCSO's will be attending the area and going door to door offering the resident the opportunity to sign up to this new service. Although the messaging service is not yet live it is expected to be available for use imminently.*

#### *Emerging Trends*

*Reports of suspected drug dealing around the Heol Bennett area. Proactive patrols will be made in this location. Also, off road bikes being reported which we believe are coming in via Bridge road.*

#### *Access Points.*

*The next date for the Pontprennau PACT meeting is scheduled for December 2023 but a specific date has not yet been confirmed. It will be held at Pontprennau Community Church.*

*Police Sergeant 4859 James Munro*

#### **12. Planning (5 min)**

*Nothing to report*

#### **13. One Voice Wales (RJ) (5 min)**

*Nothing to report*

#### **14. St. Mellons Primary CiW School (5 min)**

*(Mr Stephen Ashton presented report via email)*

*It was noted that DR and DB was invited for lunch and the governor's meeting at the new school.*

#### *Old St. Mellons Community Council Report-St. Mellons CIW Primary-12.10.2023*

##### *New School Site Overview*

*It's remarkable how everyone has settled into the new school building! The Head and staff have very quickly re-created the very calm and purposeful atmosphere so apparent in Dunster Road.*

*One major change for everyone is the lunchtime arrangements: Food is now cooked in the brand-new kitchen! Initial feedback from children suggests they really value the choice and quality of food as well as the opportunity to sit with and have some time with their friends.*

*Children have been just as excited by their new outdoor play facilities: The MUGA (Multi Use Games Area) allows for several ball games to be played at the same time, engaging more children than had been previously possible. School is already seeing the value of the shaded area, thanks to the warm Autumn sunshine.*

##### *Children's Learning*

*Curriculum for Wales encourages schools to be flexible when planning children's learning, school staff and children are embracing the learning opportunities provided by the new school environment:*

*"Larry the Song Doctor" has been working alongside children from Reception to Year 6 as they busily compose a new school song which will reflect this era in the school's history.*

*"Diversity" is a theme running through learning this half term. Children are exploring the notion of "Cynefin," as well as Welsh traditions and values and the contribution of an ethnically diverse Wales in the wider world. Thinking about community is at the forefront of everyone's mind as school continues to welcome new children on a daily basis.*

*At the moment one class is taking on the role of "Blooming Botanists." A botanist and nature expert from the University of South Wales is working with the children who are finding out about different plants in the new school grounds and how to look after them.*

##### *Christian Values*

*This half term's Christian Value is; "Thankfulness"*

Pupil Voice

Children have always valued their role in "Pupil Voice," and have often shared how they appreciate having their views taken seriously by the Head and staff. They are particularly excited about being part of the first "Senedd" in the new school. Elections have already taken place and the committees, which are made up of children from Years 1-6, are beginning to make plans for the coming year.

The committees, whose elected Chair and Vice-Chair become Senedd members are;

- Friends of Faith
- Criw Cymraeg
- Eco Warriors
- Digital Leaders
- Team Health
- Playground Pals

As always, the children take their responsibilities very seriously and I look forward to sharing their plans with you during the year ahead.

Stephen Ashton  
Community Governor

15. **St. Edeyrn's Church Working Party (DB, DR, GH, RJ, JS) (5 min)**  
Nothing to report
16. **St. Edeyrn's Village (5 min)**  
Nothing to report.
17. **Village Hall Working Party (AH, DB, DR, GH, RJ) (10 min)**  
Nothing to report
18. **Playing Field Working Party (AH, DR, IB, JC, JS) (5 min)**
  - Tree and Risk Assessment from April's report  
It was noted to request quote for yellow areas.
19. **Training (5 min)**  
(Attendees to provide feedback from courses)  
All attended the LDP training.
20. **Correspondence (5 min)**
  - Civility & Respect Pledge – NALC  
It was noted that OSMCC should sign for this.
  - Pavements – Melville Avenue  
It was noted that the Clerk to forward the complaint to the County Councillors.
  - OVW D-Day event 2024  
It was noted to investigate to ask a local blacksmith to make a beacon.
21. **Items for next meeting (2 min)**
  - Wi-Fi hybrid equipment
  - Environmental draft policy
  - Village Signs
  - Model Standing Orders
  - Pavilion – S106

**Meeting closed at: 20:09**

**Date of next meeting: 9<sup>th</sup> November 2023 via zoom**



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