

PENTYRCH COMMUNITY COUNCIL



CYNGOR CYMUNED PENTYRCH

Minutes of the full Council Meeting held at 7.00pm, 20th March 2017, at the Village Hall, Pentyrch.

PRESENT: Councillors: Stuart Thomas (Chairman), Sandie Rosser, John Harrison, Jeanette Troughton, Graham Thomas, Philippa Hill-John, Sara Pickard, Brynmor Jones, Christine Priday, Wynford Ellis Owen, Chris James, Clare Bath

Also present: Cllr Gavin Hill-John; 4 members of CRAMC; Andrew Hughes, resident

In attendance: Helena Fox

175. To receive apologies for absence: Cllr Nikki Howard

176. To receive any declarations of interest: there were none.

177. To consider Police Matters: The police were not present but the Clerk will check the date of the next PACT meeting.

178. Public Session :

Mr Hughes raised issues about anti-social and criminal behaviour on Garth Hill. This includes drug use and sexual activity which he has reported to the police regularly. Drug paraphernalia including needles and used condoms are left as litter; car users race on the roads at any time between 9pm to 4am. Mr Hughes requested the site be cleaned, the speeding vehicles be slowed and the police attend more often. He was happy to install his own speed bumps.

Cllr Priday noted that this sort of thing has happened before and tends to go in phases. Mr Hughes said that it starts on clear winter nights and gets worse into spring.

Cllr G Thomas asked about police response. Mr Hughes said that he regularly reports incidents and the police are fully aware and occasionally a police car comes through and that does stop the activities for a while, but they start again. Mr Hughes has had no abuse when he has challenged people but others have.

Cllr Gavin Hill-John explained that a Traffic Regulation Order is needed for a speed bump and he will ask Cardiff Council's Highways Department to look at it. Cleaning up the litter is a Cardiff Council matter and he will talk to CCC about it. The other issues are police matters.

179. Members of CRAMC made a presentation to the meeting: Colin Belward, Arthur Cooke, Simon Titman, and Vin Jones.

179.1. Colin Belward briefed the meeting:

- 1) Lease and Memorandum of Understanding: CRAMC have set up a small working group to discuss the documents and to recommend a decision to PCC. For PCC, two Members and the Clerk will join this group. The first meeting will be arranged shortly. It was suggested that the Pentyrch Sports Association model might be a useful guide for the new body at Creigiau Rec.
- 2) Dog Fouling: A very large number of dog walkers visit the Rec every day and the mess left behind is considerable. Before every event on the field, whether football, cricket or archery, a search of the area must be carried out with a bucket and shovel to try to remove the worst of the evidence. More signage both at the entrance and inside the ground and perhaps painting the bins a bright yellow would encourage people to use them. The Clerk will arrange for the bins to be painted. It was noted by Cllr Gavin Hill-John that Cardiff Council no longer has segregated

bins for dog waste

- 3) Maintenance: The front, side and internal doors of the Pavilion have been repaired at a cost of approx. £300. The intention is to clean and refresh the interior in the Spring, once the football season is finished. One of the old containers is being replaced with a new one with doors at both ends to ensure full use of the whole of the space. It will be painted green.
- 4) Drainage: The problems on the field are growing with wet areas becoming more prominent. PCC is asked to look at costs of partial drainage schemes to ensure that the facility is open for use as often as possible. It was suggested that Sustrans may be responsible for parts of the old railway. The old line from the quarry now runs as a stream and this may have altered the drainage pattern from the sports pitches.
- 5) Signage: The site needs signage to tell visitors and users where the Rec is. It also needs an information board where all the clubs could put fixture notification and special event notices.
- 6) Defibrillator: Not much progress has been made; the cost is prohibitive when there are so many calls on funds. Tesco might be able to help and there may be grants to apply for. Costs via the British Heart Foundation are about £800 even if PCC contributes £200.
- 7) Fund Raising: Events planned are Golf Day on May 7; Quiz Night on November 11 and the all-important Carnival Day where profits are shared equally with C23. There will be a joint fund-raising with C23 and the first event will be Poems, Pints and Opera at the Golf Club.
- 8) Clean-up Creigiau: Planning a sweep through the village and Recreation area to remove as much litter as possible. Organisations who will be approached include Creigiau School, Scouts, Guides, C23, Dynevor Gardeners and Creigiau Companions. PCC was asked to organise bags and gloves when the event is put together. The Clerk noted that PCC was in the process of buying litter pickers and bag holders and these could be borrowed for the event. The County Councillors suggested that Keep Wales Tidy might have equipment to lend; Cardiff's Ranger Service CCC might also be able to help with kit and Cardiff will arrange for collection of bags from litter picks via Neighbourhood Services.

Simon Titman then took PCC through the plans for the future and the presentation is filed with these Minutes. He set out the improvements/extension for the Pavilion and the new sports and play areas on the site. It was suggested that PCC consider moving its office to the expanded building and sell 1 Penuel Road.

The Chairman noted that CRAMC had attended the latest Tarmac Liaison Group and the minutes of that meeting were still awaited. He then closed the public session.

180. To consider and decide on any matters arising from the Public Session:

- 180.1. Public nuisance on Garth Hill: It was **RESOLVED** to write to the police to reinforce the concerns about this anti-social behaviour and ask why this has not been reported to PCC as part of the regular crime statistics. As the weather improves families with children will be using the area more and the dangerous debris left as litter must be cleared. This issue will also be raised as a PACT priority and with the local Neighbourhood Watch. The Police will be asked to report back to PCC.
- 180.2. CRAMC: It was **RESOLVED** to spend up to £250.00 on signs for site entry and dogs.
- 180.3. It was **RESOLVED** to seek consent for a brown highway sign(s) and then seek quotes for manufacture and installation.
- 180.4. It was **RESOLVED** that PCC as freeholders of the land known as Creigiau Rec consent to the submission of a planning application by CRAMC to Cardiff Council for the future development of the site as detailed in the presentation filed with these Minutes.
- 180.5. It was **RESOLVED** to consent to CRAMC moving forward with drafting a lease from PCC to CRAMC as Creigiau Community Hub Ltd. PCC will consult its solicitor on the draft lease to ensure that all relevant legal issues are covered before any documents are signed. The Clerk will keep a clear audit trail of the discussions and decisions. The Chair, Clerk and one other Member will be part of a subcommittee working on this and membership of the subcommittee will be reviewed, along with others, at the Annual Meeting in May.

180.6. The Clerk drew the meeting's attention to the importance of considering the VAT implications of this project and of getting professional VAT advice.

181. To receive reports from County Councillors :

181.1. Cllr Gavin Hill-John noted that work will be limited by the pre-election period from Friday 24th March. 'Blitz squads' have been cleaning in outer Cardiff wards in Pentyrch and Gwaelod y Garth and will do as much as possible in the time available. Road improvements are a continuing issue and there has been a focus on Mountain Road and Church Road. New signage is in at the hairpin bends on Mountain Road and the pavement by the bus stop outside PVH is on schedule to be repaired. Cllr G Hill-John had been approached by residents who think Memorial Park is maintained by Cardiff Council instead of PCC. He will pass his Redrow contacts to the Clerk who will explore the possibility of some funding towards the park.

181.2. Cllr Graham Thomas noted that the 'blitz squads' were planned for Creigiau; new road signs are up. The Plasdwr application for 6,000 houses between Fairwater, St Fagans and Radyr has been agreed in outline. All Cardiff Planning Committee meetings are available online via the webcast and this decision can be seen on Wednesday, March 15, Agenda Item 6. Creigiau School's dangerous parking problem continues. Cllr Thomas has met with police, head teacher and the PTA. Parents were seen parking on the zig zag lines, in front of the police. A safer path is being sought from narrower part of the road and CCC are assessing this. Ty Nant Road pot holes have been filled. New road markings have been requested but nothing has been scheduled yet and Cllr Thomas will follow this up.

The Chairman thanked both the County Councillors for their contributions and for their articles to the latest Community Link.

Cllr Gavin Hill-John left the meeting.

182. To receive the Minutes of the full Council Meeting held on 20 February 2017: The minutes were proposed as accurate by Cllr Graham Thomas, seconded by Cllr P Hill-John and agreed by all. They were signed by the Chairman.

183. Matters Arising from the Minutes not reported elsewhere: there were none.

184. To receive the Clerk's Report:

PCC Issues

1. Training :

- Both CMOs attended First Aid training for working in woodlands on March 15. The 1st aid kit for the vehicle needs to be replaced. The Senior CMO completed a refresher course in chain saw use on March 8 after which the trainer reported that he demonstrated excellent skills.
- Further urgent training needed is an NPTC Emergency Treework course which is for 3 days at £395pp + VAT. This deals with winching, windblown and hung-up trees, something the CMOs deal with regularly and is quite dangerous. It was **RESOLVED** that both CMOs attend this training.
- It was **RESOLVED** that both the Clerk and Admin Asst attend 1st aid training.

2. Pensions: All three members of staff were written to asking them if they wanted to join the LGPS and they did. Their paperwork has been sent to Cardiff with a start date of 1.2.17.

3. Clerk's hours: 10 extra hours were approved in February.

4. Trees:

- All priority 1 tree work has been completed. P2 will be done over the summer.
- The Clerk had been advised at a recent SLCC training event that annual inspections be carried out on trees on the highways/PRoWs and every two years for all others. The Clerk will arrange.

5. Bank:

- Change of signatory forms have been received by the bank.
- Payments online: Dual authorisation by any councillor who has been given online access to the account by PCC and the bank will be arranged after the election.

6. ICO : The Clerk had distributed to all Members a Legal Advice Note from OVV on whether they should register with the Information Commissioner's Office.

7. Penuel Graveyard: The purchaser of the strip of land, has been advised that PCC wishes to proceed with a Deed of Variance. PCC's solicitor recommended that he instruct a surveyor to prepare a

Charities Act Report and Valuation (at the expense of the purchaser). On receipt PCC should be in a better position to agree the undertakings for the costs of the works from the purchaser and solicitors can then begin drafting the legal paperwork. The Surveyor will be calling out to the site on the 23rd March and so feedback in respect of his views should be available before the end of the month when matters can be reviewed.

8. CRAMC: The Clerk visited the site with CRAMC reps and the new grass contractor. The contract has now been signed by all parties.
9. The Clerk has been invited to speak to the Neighbourhood Watch to explain what PCC is and does. Promotion of PCC is part of the role and this is a good opportunity.
10. Lucie Jones: a letter of congratulations has been sent re Eurovision 2017.
11. Work on PCC Office: this was due to start April 3 but has been moved to May 8 by the contractor. Work should take 1-2 weeks depending on the weather. There may be odd days where there are safety issues for staff/visitors and working arrangements will need to be sorted out.
12. Memorial Park Slide: The new slide was installed in July 2016 and the final payment was made July 28. The age range of the new equipment is 3-8 years. A post-installation RoSPA inspection was part of the project. The Clerk will look consult the Register of Play Inspectors and seek advice on professional inspections. A sign stating the age range for the slide will be displayed on site.
13. Elections: The Clerk had sent all Members the information received to date from Cardiff about the election. The Notice of Election will be posted on March 24. Information will be put online as instructed by Cardiff. Information on who is standing will be published after 4 pm on the 4 April.

14. **Community Issues**

- Millennium Mosaic : the Clerk has written to Mr and Mrs Evans saying that PCC will take over maintenance and have thanked them for the cheque for £243.44 towards the cost of its upkeep. They have sent a thank you note and have now donated the Millennium Beacon and we hope to keep this in the museum.

185. To consider the Schedule of Payments and Receipts: Payments of £5,413.86 and receipts of £409.64 were recorded for February 2017. Acceptance of the figures was proposed by Cllr Ellis Owen; seconded by Cllr James and agreed by all.

The Chairman congratulated PCC's Admin Assistant for her very hard work in bringing in over £1,000 in adverts for the Community Link: a new record.

186. To receive the bank reconciliation for February 2017: This was received and signed by the Chairman.

187. To decide on requests for grants from PCC:

- 187.1. For 2016-17 PCC Budgeted £1,500. There is £317.59 remaining.
- 187.2. Pentyrch Rangers are taking their U12s and U14s on a tour to Holland in June of 2017. In 2015, they took two other age groups to Belgium on tour and it was a wonderful success. A grant from PCC of £200 in 2015 went towards travel bags for the players and they were of huge benefit as they all were able to take the required travel equipment and were easily identifiable and gave the boys a sense of identity. PCC was asked if it would be so kind as to offer another contribution for the tour to Holland in June. There is a set of audited accounts.
- 187.3. Pentyrch Horticultural, Cookery and Craft Show request a contribution towards the show's running costs. Accounts provided.
- 187.4. It was **RESOLVED** to grant £150 to Pentyrch Rangers and £150 to Pentyrch Horticultural, Cookery and Craft Show.

188. To consider a grant towards the cost of the new roof for Pentyrch Village Hall:

- 188.1. Cllr Chris Friday declared an interest: her husband is chair of the PVH Committee.
- 188.2. The Chairman raised the issue of the roof at PVH. He noted that the building is used throughout the community and is a much-valued community facility. PCC has not supported the hall much over the years and the Chairman proposed that PCC make a grant of £2,000 from its general reserve and replace it in the budget for 2018-19. Some £5,000 has been raised to date by the committee.
- 188.3. It was **RESOLVED** to make a grant of £2,000 to Pentyrch Village Hall towards to cost of roof repairs.

- 189. To adopt a Social Media and Electronic Communication Policy:** It was **RESOLVED** to adopt the policy.
- 190. To adopt an Employees' Social Media Policy:** It was **RESOLVED** to adopt the policy.
- 191. To decide on donations made for delivery of the Community Link:** Cllr G Thomas will provide commercial contacts and quotes will be sought against which to re-assess the costs.
- 192. To decide on terms and conditions for advertisers in the Community Link:** This was deferred to the April meeting.
- 193. To consider joining the OVV Larger Council's Committee:** It was **RESOLVED** to join after a vote was held: 11 in favour; 1 against.
- 194. To consider the Village Plan:** This was deferred until after the election.
- 195. To consider a project to commemorate the centenary of the end of WW1:** Images of commercial commemorative benches had been circulated. The Clerk will seek quotes, including installation, for a bench in each community and explore the possibility of a local craftsman.
- 196. To consider Planning Applications:** 17/00075/MNR, Blaen Buellau Farm, Mountain Road, Pentyrch, Cardiff CF15 9QP: There has been contact between the planners, the applicant and the Pentyrch Sports Association (PSA) about the possibility of the mast being put on the PSA land instead of the Mountain Road site. This plus the May election means that a decision on the application may not be taken until June. Cllr John Harrison reported that PSA agree in principle that a mast could be sited on their ground but are still waiting for details from the developer on the implications for the site. PSA are concerned about protection of the grass areas all of which are used for sports. PSA have told both PCC and Cardiff Council. Cllr Harrison was insistent that Cardiff should lead meaningful and early consultation with residents if a formal application is made by the developer. PSA greatly values its good relations with its neighbours and wants to maintain them. PSA would be happy to host a consultation meeting at the rugby club.
- 197. Correspondence:** There were no issues with the correspondence circulated.
- 197.1. Thank you note from Mr and Mrs Evans re the Millennium Mosaic
- 197.2. Resident: request for Notice Board on School Lane: Cllr James will send the Clerk some information and the Clerk will enquire about planning consent.
- 197.3. Boundary Commission for Wales: 2018 Review of Parliamentary Constituencies in Wales: secondary consultation
- 198. To receive the Remuneration Panel for Wales' Annual Report for 2017-18:** The report was noted.
- 199. To consider Councillors' Reports**

Date	Councillor	Report	Action Taken
13.3.17	Stuart Thomas	<p>Areas in Creigiau recommended for deep clean by Cardiff Council:</p> <p>Tynant Road from the junction with Llantwit Road (Heol Creigiau) to the entrance of Ffordd Dinefwr. The Gullies along this stretch are particularly vulnerable to the pine needles that fall off the trees in the school boundary. The drains are often blocked. Indeed when it was raining last week the water was standing on the top of the drains suggesting they are again blocked.</p> <p>The footpath that leads from behind the Church Hall to Parc Castell y Mynach. This footpath is on Cardiff County Land and is prone to litter.</p>	<i>Sent to Cllr Graham Thomas</i>

		<p>The footpath from Parc Castell y Mynach to Parc y Felin. This path either belongs to or is in the control of CCC. It gets covered in leaves in Autumn and these subsequently compost to a mud.</p> <p>The footpath from Parc y Bryn to Heol Creigiau.</p> <p>The A4119 all the way along to Capel Llanilltern. The stretch between the two Creigiau entrances is prone to litter. Around the bends to the OAP home the mud washes down and settles over the drains causing the drain to be blocked and flood.</p>	
8.3.17	John Harrison	Bottom of Heol Goch opposite the Industrial Units there is a huge pothole.	<i>Reported to C2C</i>
20.2.17	Chris Priday	<p>Street lighting column no. 1 in Troed y Garth, Pentyrch, is not working.</p> <p>Street lighting column no. 1 in Penuel Road, Pentyrch, is also not working.</p> <p>The "Awel y Garth" (new houses) development traffic, that parks around Cefn Bychan near the children's playground, is parking on the grass verge by the War Memorial and badly churning up the grass eroding the edges.</p>	<p><i>Reported to C2C</i></p> <p><i>Reported to Redrow and site office visited</i></p>

200. Date of the next meeting : April 10 1017 at Creigiau Pavilion, 7pm

There being no other business, the meeting closed at 21:23 pm

Chair_____

Date_____