



Minutes of the full Council Meeting held at 7.00pm, 19th June 2017, at The Pavilion, Creigiau.

PRESENT: Councillors: Stuart Thomas (Chairman), Sandie Rosser, John Harrison, Sara Pickard, Christine Priday, Wynford Ellis Owen, Sarah Evans, Ian Evans, Simon Davies

Also present: Cllr Gavin Hill-John; Jonathan Bishop, Mike Sherwood, Alistair Carter

In attendance: Helena Fox, Clerk

32. To receive apologies for absence: Cllr Graham Thomas; Cllr Chris James

33. To receive any declarations of interest: There were none.

34. To Co-opt three new Members to fill vacancies for the Creigiau Ward: The vacancies had been advertised on the PCC website and notice boards. Each candidate had previously submitted a written expression of interest and made a short presentation to the meeting. Councillors asked a few questions about reasons for applying and candidates' hopes for Creigiau's future.

34.1. It was **RESOLVED** to co-opt Mike Sherwood and Alistair Carter as members of PCC. They signed their Declarations of Acceptance of Office and took their seats as Councillors.

34.2. It was **RESOLVED** to check the eligibility of Jonathan Bishop who lives outside the ward. Councillors were keen to ensure Mr Bishop's eligibility and the Clerk will check with Cardiff's Electoral Services. If eligible, Mr Bishop's candidacy will be considered at the July meeting.

Mr Bishop left the meeting.

35. To consider police matters: There were no police present. The next Creigiau PACT meeting will take place on 31 July. Meetings are held with Neighbourhood Watch in Pentyrch.

36. Public Session (length of adjournment at Chairman's discretion): There were no members of the public present.

37. To consider and decide on any matters arising from the Public Session: There were none.

38. To receive reports from County Councillors:

38.1. Cllr Gavin Hill-John is working on litter issues, installing new bins; road maintenance in Gwaelod, especially traffic speed on Main Road. There are no recorded police incidents on Main Road which makes it hard to justify funding. If people can report any near-misses, etc it will help to finance improvements. Across the ward, accessibility issues are being looked at and Cardiff's Disability Officer visited last week. Funding is available for some improvements from Welsh Government for projects that could include new dropped curbs in Pentyrch but all

suggestions are welcome. Fly tipping is a continuing problem included dead horses. Vigilance is encouraged. Cllr Hill-John is pursuing Highways issues including Church Road which is technically a rural lane not a high-use thoroughfare; there are also issues on Heol Goch

- 38.2. h. Japanese knot weed around the Redrow development on Heol Goch is being looked at to establish who is responsible for what land.
- 38.3. Every high rise building in Cardiff is being inspected and Cllr Hill-John can provide an official response if emailed.
- 38.4. UEFA Champions League brought some £48m into the local economy although there is a cost to local residents in disrupted access to Cardiff.

Councillors raised the following:

- 38.5. Keep Left sign at Penuel Road and Bronllwyn: reflective bollards are in place.
- 38.6. White lines on and around the speed bumps need re-painting.
- 38.7. Heol Pant y Gored from Pentyrch to Creigiau has an obscured chevron sign on a steep hill.
- 38.8. Overhanging trees have caused branches to be knocked off by large vehicles and falling on following vehicles.

It was **RESOLVED** to move the next item up the agenda for discussion while Cllr Hill-John was present.

39. To discuss accessibility improvements to local roads/pavements: Cllr Hill-John explained that he had been originally approached by a resident who wanted a dropped curb. There is funding available via Welsh Government. The more notice Cllr Hill-John can give to Cardiff the more likely projects can be funded in the next or future budgets. Evidence is important to justify the expenditure.

- 39.1. Resident feed-back will be sought for Cllr Hill-John via PCC's Facebook page to contribute to an initial list for further discussion.
- 39.2. Cllr Harrison thanked Cllr Hill-John for all he has done.
- 39.3. The Chairman reminded members of the wish-list for local improvements PCC has previously submitted for S106 agreements. This can be added to and evidence of need should be considered.

40. To receive the Minutes of the Full Council meeting held on May 15 2017: The minutes were proposed as accurate by Cllr Ellis Owen, seconded by Cllr Rosser and agreed by all. They were signed by the Chairman.

41. To consider any matters arising from the Minutes not reported elsewhere:

- 41.1. The Clerk will confirm new PCC primary school governor representatives and that previous post-holders have resigned, where necessary.
- 41.2. Cllr Harrison should have been shown as a PCC representative on the PSA.
- 41.3. Pentyrch Post Office: this matter is unresolved but it is hoped the Post Office will re-open. Members raised concerns that local people do not have a service and do not want it to be lost. The Chairman asked for a volunteer to submit an article for the Community Link to inform residents and gain their support for the service. Cllr Harrison agreed to do this. The Clerk has contacted the Post Office to ask for an update on the situation but has heard nothing yet.

42. To receive the report of the Clerk

- 42.1. Penuel Graveyard: the other side are waiting for their client's instructions.
- 42.2. Two requests to purchase land from PCC had been received. This was referred to the July meeting. The Clerk will check the ownership status of the land and PCC's previous decisions.
- 42.3. Taffs Well Quarry Liaison Group: Cemex (who own the quarry) mentioned that Natural Resources Wales (NRW) have a Waste Enforcement Team to deal with fly-tipping. There are plans to move some quarry waste from one side to the other

to expose a new area for quarrying. This does not increase the extraction footprint and does not involve any of the protected land (there is a SSSI on site). The quarry has consent to deepen its extraction by c30m and the water will be managed with a pond on-site and then drainage of clean water into the Taff. Cemex land ownership stops at the access road on Heol Goch. None of the land on the south side of Heol Goch belongs to CCC apart from the highway. Next meeting: November 22.

- 42.4. CRAMC: The Clerk is working on arrangements for a meeting to discuss the lease and MoU and getting formal quote for signage.
- 42.5. The Clerk was elected to represent Clerks in Wales on the SLCC Board. The Chairman congratulated the Clerk and said this was a benefit to PCC.
- 42.6. The Clerk has been invited to attend a meeting on July 20 held by Welsh Government in partnership with One Voice Wales, Welsh Local Government Association and the Society of Local Council Clerks. This will explore the relationship between county and community and town councils.
- 42.7. The Clerk reported that the FIT meter is not working and will get this mended but that the original installer is no longer in business.
- 42.8. The Clerk worked 7 extra hours in May.

43. To approve the schedule of payments and receipts for June 2017: Payments of £12,954.81 and receipts of £439.06 were recorded to June 19 2017.

- 43.1. The total payments for Quarter 1 of 2016-17 were £24,533.32 and total income was £91,893.50.
- 43.2. Acceptance of the figures was proposed by Cllr Ellis Owen; seconded by Cllr Priday and agreed by all.

44. To receive an update on the Council's Annual Accounts for 2016-17: Delays have been caused by the need for the Clerk to work with HMRC to resolve a tax issue and problems with Sage which the Chairman has worked extremely hard to resolve.

- 44.1. The External Auditors have given permission to submit the Annual Return after the July meeting to ensure that the figures are correct.

32. To decide on donations made for delivery of the Community Link:

- 32.1. Cllr Sherwood declared an interest as someone who delivers the Community Link.
- 32.2. A commercial quote was given for delivery: £60.00 to deliver a 1,000 brochures because The Link is not classed as a leaflet.
- 32.3. It was **RESOLVED** to stay with the current arrangement for Gwaelod y Garth.
- 32.4. It was **RESOLVED** to increase delivery donations and these were set at: £50 for Creigiau and Pentyrch; £15 for Capel and £35 for Gwaelod y Garth.
- 32.5. It was **RESOLVED** to put a few copies of the Link at the shop in Rhydlafar since it is outside the PCC area but used by residents.

33. To decide on a professional inspection of PCC playgrounds: Two quotes had been sought for regular professional inspections:

- 33.1. £35+VAT/site for quarterly inspection and/or £70+VAT/site for ROSPA annual inspection
- 33.2. £75.00 + VAT (Playground) + £50.00 + VAT (Zip Wire). Total Cost: £125.00 + VAT
- 33.3. It was **RESOLVED** to accept the quote for two inspections/year at £140 each.

34. To discuss the 5 year plan for PCC: A meeting was arranged for July 11 at 7pm at the PCC office.

35. To discuss adoption of the One Voice Wales Model Local Resolution Protocol for Community and Town Councils : It was **RESOLVED** to adopt the protocol.

36. To receive the notes of the Creigiau Quarry Liaison meeting held 6th June 2017:

Since the Quarry Liaison Minutes take so long to come out the Chairman distributed his own to keep PCC up to date.

37. To receive CRAMC accounts for 2016-17: These were received.

38. To note the adoption of policies by CRAMC: It was noted that CRAMC now have the following policies: Social Media, Texts & Email; Photography, Video & Use of Images; Code of Conduct

39. To discuss the War Memorial maintenance and arrangements for the Remembrance Day service:

39.1. The stone needs cleaning and there is a missing letter 'o' that needs replacing.

39.2. The Clerk will establish ownership of the memorial and look into possible grant funding.

39.3. After some discussion it was **RESOLVED** to continue using new wreaths each year.

39.4. The Clerk will arrange for the road to be closed for Remembrance Day.

40. To consider signing the Tree Charter: It was **RESOLVED** to sign the Tree Charter.

41. To consider any planning applications:

41.1. A site meeting is planned at Pentyrch Sports Association to consider a possible site for a telecoms mast: June 22 at 10:30am. Cllr Harrison and the Clerk will attend.

41.2. 17/01113/MNR, 33 Heol y Pentre, Pentyrch : not comment was made.

42. To consider any correspondence received and not reported elsewhere:

42.1. NWCG : letter re call-in on Plasdwr application : it was agreed to support this request and submit a response in NWCG's name.

42.2. OVW : Larger Councils' Conference, July 5. The Chairman and Clerk will attend and members will notify the clerk if they also want to attend.

43. To consider the reports of Councillors

Date	Councillor	Report	Action Taken
7.6.17	John Harrison	Cattle on the PSA grounds	<i>HF spoke with the farmer</i>
	Chris Priday	Neighbourhood Watch are holding a crime and safety awareness evening at Whitchurch Rugby Club. If attending, let them know you are from PCC.	

44. Date of the next meeting: July 17 2017 at Creigiau Pavilion, 7pm.

There being no other business, the meeting closed at 21:29 pm

Chair _____ Date _____