



**Minutes of the full Council Meeting held at 7.00pm, 21st August 2017, at 1 Penuel Road, Pentyrch**

**PRESENT:** Councillors: Stuart Thomas (Chairman), John Harrison, Sara Pickard, Christine Priday, Ian Evans, Simon Davies, Mike Sherwood

In attendance: Helena Fox, Clerk

**86. To receive apologies for absence:** Cllrs Alistair Carter, Chris James, Sandie Rosser, Wynford Ellis Owen, Sarah-Anne Evans; Cllr Gavin Hill-John

**87. To receive any declarations of interest:** There were none.

**88. To consider police matters:** There were none and no report had been received.

88.1. Creigiau PACT had met July 31.

88.2. Pentyrch PACT meets alongside Neighbourhood Watch.

88.3. Posters for the August 19 Surgery in Creigiau did attract 14 people and perhaps this would be a good way of bring more people to PACT meetings.

**89. Public Session (length of adjournment at Chairman's discretion):** There were none.

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

**91. To receive reports from County Councillors:** There were none.

91.1. The Chairman: PCC would like both County Councillors to take particular note of the highways issues on Cllr Sherwood's Surgery Report, which is on the PCC website.

91.2. The Chairman: the speed bumps on Bronllwyn still have not had the white road markings redone and they are very faded. The junction of Cardiff Road/Tynant Road junction needs its markings redone too.

**92. To receive the Minutes of the Full Council meeting held on July 2017:** The minutes were proposed as accurate by Cllr Priday, seconded by Cllr Sherwood and agreed by all. They were signed by the Chairman.

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

93.1. Reserves: These will be discussed at the September meeting.

93.2. War memorial: Community Link 2014 included pieces on WW1 and WW2.

93.3. Solar panel check : this had been done and the report awaited.

**94. To receive the report of the Clerk:**

94.1. Penuel Graveyard: there was no new information.

94.2. The next edition of the Link will be the 100<sup>th</sup>: deadline for submissions will be November 3. Suggestions for items are welcome.

94.3. Website: a number of changes and improvements have been made.

94.3.1. CRAMC: The Clerk, Chairman and Cllr Ellis Owen met with CRAMC and are drafting an amended Memorandum of Understanding. CRAMC need to be able to demonstrate long-term access/tenure in order to apply for grants. How this should be done is being looked into.

94.4. Solar panels have been inspected: report awaited but told all is working well.

- 94.5. Gas boiler: checked and found two leaking radiators.
- 94.6. Kubota ride-on mower has been serviced.
- 94.7. Frog pond: suggestion from a resident to advise people not to feed bread to the ducks, which is bad for them. The Clerk will get a quote.
- 94.8. Pentyrch Post Office: no news received other than PO email previously forwarded.
- 94.9. Clerk's hours: worked 9.5 extra hours in July.
- 95. To note the insurance renewal from October 2017-18:** The renewal was noted as part of a 3 year long-term agreement which is due to expire on 30<sup>th</sup> September 2018. The invoice for the third and final year of 2017-18 is £2,772.97 (no VAT payable).
- 96. To approve the schedule of payments and receipts for August 2017:** Payments of £9,201.05 and receipts of £331.00 were recorded to August 21 2017 and presented to the meeting.
- 96.1. Acceptance of the figures was proposed by Cllr Sherwood; seconded by Cllr Priday and agreed by all.
- 97. To discuss the 5 year plan for PCC:** Councillors were asked to send the Clerk suggestions for projects for 2018-19 and give time to looking into costs for the 2019-19 budget. This will be discussed at September's meeting.
- 97.1. The Village Plan Questionnaire was discussed and the Clerk was asked to get quotes from Cardiff Research Centre on analysing the data and producing a formal report.
- 97.2. The Clerk will get quotes for outdoor kit for staff and discuss training needs with them.
- 98. To discuss the Civic Reception and set a budget:** This is an opportunity to promote what PCC does, thank local people for their work and build community/PCC relations. The idea is to invite local community group leaders and representatives including our AM, MP, and the Lord Mayor of Cardiff to a reception.
- 98.1. It was **RESOLVED** to allocate up to £400 for food, £28 to print 100 A6 invitations on card. Costs for a drink on arrival will be sourced.
- 98.2. The event is booked at the Pentyrch Rugby Club for October 18 2017.
- 99. To consider the purchase of a container for storage at Creigiau Recreation Ground:** It was agreed in principle that PCC buy a container and the Clerk will seek more quotes for the September meeting. Cllr Sherwood advised that the project budget for four concrete pads and a waterproof membrane for the roof.
- 100. To receive an update on the NWCG on the LDP and consider next steps**
- 100.1. The Clerk had submitted a redraft letter of complaint to the Auditor General to NWCG. This is being worked on and a further draft will be sent back in due course.
- 100.2. NWCG has asked whether the Clerk could again run the NWCG secretariat. This will be much less work than during the LDP consultation and hearings.
- 100.3. It was **RESOLVED** in principle that the Clerk should again run the secretariat provided St Fagans CC and Radyr & Morganstown CC share the cost of the Clerk's time should this become more than a trivial cost to PCC. Provisions could be made in the community council budgets for 2018-19.
- 101. To consider any planning applications:**
- 101.1. Pentyrch Sports Association Mast application: a draft contract is being worked out with the PSA and this should be resolved in a week or so. The mast would be sited in the far SE corner of the PSA grounds. A flyer will be sent to all the neighbouring houses to make them aware of the plans.
- 101.2. LDP sites : There are some concerns about tree and wildlife protection that will be raised through NWCG.

101.3. Green Trees, Main Road, Gwaelod y Garth: there were no comments.

101.4. The Glade School Lane, Gwaelod y Garth: there were no comments.

**102. To consider any correspondence received and not reported elsewhere:** There was none.

**103. To consider the reports of Councillors:**

<b>Date</b>	<b>Councillor</b>	<b>Report</b>	<b>Action Taken</b>
	Mike Sherwood	Surgeries started in Creigiau with posters out for August and September and an October date planned.  The report of the August surgery is filed with these Minutes.	<i>Events planned with link with Cllr Graham Thomas and PACT</i>
31.7.17 23.7.17	Simon Davies	Will attend training by Planning Aid Wales on an Introduction to Planning  Concerned about the state of footpaths and styles  Raised concerns about advertising the closure of Church Road	<i>Booked</i>  <i>September PCC agenda</i>  <i>Liaised with Cllr Graham Thomas</i>
	Christine Priday	Will attend training by One Voice Wales on The Council as an Employer	<i>Booked</i>
5.8.17	Sandie Rosser	Reported blocked drains on Main Road and a fallen tree on a footpath in Gwaelod y Garth	<i>Reported to C2C</i>

**104. To discuss issues arising from the vacancy for the Creigiau Ward:** Members of the press and public excluded under the Public Bodies (Admission to Meetings) Act 1960 on the grounds that it involved personal information relating to an individual and it is legally privileged in anticipation of legal proceedings.

104.1. A discussion was held and the Clerk will liaise with solicitors to take next steps.

**105. Date of the next meeting:** September 18 2017 at Gwaelod y Garth Village Hall, 7pm

There being no other business, the meeting closed at 21:10

Chair \_\_\_\_\_ Date \_\_\_\_\_