



Minutes of the full Council Meeting held at 7.00pm, 18th December 2017, at Pentyrch Village Hall

PRESENT: Councillors: Stuart Thomas (Chairman), Sandie Rosser, John Harrison, Simon Davies, Mike Sherwood, Sara Pickard, Wynford Ellis Owen; Ian Evans, Sarah Anne Evans;

Also present: Cllr Gavin Hill-John; Cllr Graham Thomas
A resident from Creigiau

In attendance: Helena Fox, Clerk

200. To receive apologies for absence: Cllrs Christine Priday; Chris James; Alistair Carter

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

202. To consider police matters: There were no police present.

Cllr Harrison referred to the conversation on the use of a speed gun at the last meeting. There has not been a speed camera used in Pentyrch for a while. Pentyrch would like to see vehicle speeds checked by the police. The Clerk will say to the Police that PCC wants vehicle speeds checked, particularly with increase of traffic since the new developments along the A4119.

203. Public Session (length of adjournment at Chairman's discretion)

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

205. To discuss local transport and roads: There was a long discussion of these matters which was combined with the County Councillors' reports.

Cllr Gavin Hill-John reported:

- Street signs badly faded: this is a standard matter and he will refer to CCC to deal with
- Maes y Sarn: CCC will be asked to consider numbering side turnings
- Church Road:
 - There are a number of serious potholes which have been reported.
 - DT Civils (the contractor) had been asked by CCC Highways to consult with PCC, Kings Arms, de Courcey's and residents about any issues re closing the road again. However, they only spoke to de Courcey's. DT Civils and CCC have looked at the remaining gas pipeline work and a traffic light system will narrow the road too much so the road has to be closed.
 - DT Civils have agreed to repair the potholes between de Courcey's and Kings Arms during the road closure.
 - Residents have been informed and a letter is being sent to them by Cardiff.
 - There is no guarantee this will be the last closure.
 - Closure is scheduled for January 6-7th.
 - Cllr Hill-John has asked for a site meeting

- A walk through of the Pentyrch and Gwaelod y Garth areas with PCC members would be helpful to give specific description/locations of problems
- Burger van trailers parked near the recreation area in Gwaelod y Garth have been told to leave and CCC is enforcing this.
- Georgetown Lane survey has been done and the follow-up process is under way.
- Bus Services
 - Gwaelod y Garth: Cardiff Bus outsourced this route and New Adventure Travel won the contract but their bus cannot always get through to the far end of the village. NAT is working with Highways to enable the bus to get through and how to tell residents what is happening when the bus is blocked by parked cars.
 - Cardiff Bus: Cllr Hill-John is now a non-exec director of Cardiff Bus which is a private company with CCC as the only shareholder. There is no legislation saying a bus route has to be provided: it is a social and political obligation. Cardiff Bus struggles financially and more bus users are needed before the service is improved. Cardiff Bus have agreed to raise their fares for the first time for 6-7 years. Regular feedback to Stagecoach is encouraged to let them know how the service is functioning. Cllr Hill-John is looking for a direct contact in Stagecoach and Cllr Sherwood will give send him the email of the traffic manager.
 - PCC members commented:
 - The Gwaelod y Garth bus does not go where people want to go, eg it does not go through Radyr.
 - The Stagecoach fares are higher than for Cardiff Bus. Greater fare equality might improve use.
 - The service is not always reliable and is not comfortable.
 - It is not clear that bus users realize that the 124 becomes the 136 on alternate times out of Cardiff.
 - PCC can encourage people to use the buses more by linking to Stagecoach social media and the Cardiff Bus Live-times app.

Cllr Graham Thomas reported:

- Tynant Road/Frog Pond: the large pot hole reported has been reported
- Bridle Way 9: Cllr Thomas is aware of the issue over potholes and is awaiting a response from CCC.
- Met with Jason Lewis, CCC Road Safety Liaison Officer for a walk around Creigiau.
 - Will look at reversing the traffic priority on Tynant Road to help control traffic coming into the village
 - Will monitor traffic flow by the golf course as traffic has increased
 - In the long term, CCC plans to remove all road narrowings and replace with road tables and this will depend on finances
 - Will consider 20mph for the village, with road tables.
 - Cllr Thomas will request speed warning signs.
- Roadsides of Tynant Road were repaired but more work is needed and may be done in January. This may include pot hole repairs in the re-haunching area
- A walk through with PCC members would be helpful to give specific description/locations of problems
- The weight limit signs on the railway bridges in Creigiau are confusing and CCC say the signs will be re-positioned to make it clear and show the correct limits.

- Different roads need different speed controls and should be assessed. A blanket provision across a whole area is not always the best solution.

Cllrs Hill-John and Thomas wished everyone Happy Christmas and looked forward to working with PCC in 2018. The Chairman thanked both for their Community Link articles.

Cllrs Hill John and Graham Thomas left the meeting.

206. To receive reports from County Councillors: see above.

207. To receive the Minutes of the Full Council meeting held on November 20 2017: The minutes were proposed as accurate by Cllr Sherwood, seconded by Cllr Davies and agreed by all. They were signed by the Chairman.

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

- PSA Telecom mast: there is no news on this.

209. To receive the report of the Clerk

- The office is closed w/c December 25 and reopens January 2.
- Finance updates
 - A new hedge trimmer was bought to replace one that was 12 years old and broke down, beyond repair. It was agreed to delete the old machine from fixed assets.
 - To adjust a payment to Forest Park & Garden for £312 that is not owed.
 - Bank: Cllrs Sherwood and Davies are now registered to authorise payments online giving PCC a two-part process in place whereby the Clerk puts sums on for payment and a member authorises.
- On December 6th, Cllr Sara Pickard was a delegate at the 4th European Parliament of Persons with Disabilities held at the European Parliament in Brussels. She attended, as one of 200 delegates with disabilities from across Europe, in her capacity as the self-advocate representative for Europe for Inclusion International. She was also a speaker at the European conference, 'Hear our Voices! Strong, Loud and Clear!' held in Brussels from December 5th-7th.
- Community Link 100 : There has been excellent feedback from this edition with people really enjoying the articles. People interested in Pentyrch clock makers have been put in contact and we hope to hear more.
- Pentyrch Post Office: no news since Mark Drakeford's office met with Post Office. In the New Year, the Clerk will contact the office to ask what is happening. The Clerk will ask the Post Office to visit the PCC Office to check the facilities as a possible PO site.
- Penuel Graveyard: there is no new information.
- CRAMC:
 - The Clerk, Chairman and Cllr Sherwood met with Colin Belward and Arthur Cooke onsite to look at the issue of trees shading the tennis courts. A tree survey will be done to help solve this problem.
 - The Clerk has contacted Sustrans to discuss land ownership and drainage. Sustrans are visiting Creigiau on January 19 so there will be a site meeting with them then.
 - There has not been any progress on an amended Memorandum of Understanding or Lease. Any new document should set out the relationship between PCC and CRAMC.

- iv. PCC have owned the Rec since 1996, spending some £5,000/year since then on maintenance. Before then it was owned by Taff Ely and CRAMC have been involved since long before PCC became owners. The Chairman advised that PCC consider what it has spent, needs to spend and can plan to spend on this area.
- h. Clerk's hours: The Clerk worked 15.75 extra hours in November. The Admin Assistant worked 10 extra hours in November.

Issues reported this month:

- Fly tipping at Creigiau Quarry access road, Ty Nant Road
- The drain cover on Main Road (in the direction of Pentyrch) opposite the Traffic Police depot is broken, and is a danger to cyclists.
- Road closures not shown on Cardiff's Road Report: Ty Nant Road; Church Road

- 210. To approve the schedule of payments and receipts for December 2017:** Payments of £9,801.54 and receipts of £1,095.95 were recorded to November 30 2017. It was **RESOLVED** to accept the figures at the January meeting.
- 211. To consider a draft PCC Budget 2018-19 :** This had been updated and circulated in advance. Members will send the Clerk any comments/suggestions in time for the final budget to be presented at the January meeting. Particular attention was paid to the reserves both earmarked and general. New line items have been added to the budget to reduce the risk of expenditure from the general reserve. Salaries: a 2% national rise is proposed for 2018 and again in 2019-20; confirmation is awaited. Members noted that when new houses are built during a financial year after the Council Tax has been set, community councils do not receive their contribution.
- 212. To consider applications for grants:** To date PCC has allocated £300 to S137 expenditure with £390 allocated to Pentyrch Open Gardens but not yet paid. £810 remains. It was **RESOLVED** to award the following grants:
- a. Creigiau Tennis Club: £150.00 towards the cost of moss killer and inhibitor for the courts. PCC staff will help with the treatments.
 - b. Creigiau Cricket Club: £150.00 towards to cost of new net facilities.
 - c. Rugby Club: £350 towards the cost of a defibrillator cabinet which will be written into the 2018-19 budget and paid after April 2018.
- 213. To consider payment to Pentyrch Village Hall for roof repairs:** PCC had previously earmarked £4,000 for repair of the flat roof over the PVH foyer. During 2017-18 PCC gave PVH a grant of £2,000 towards the cost of the current roof repairs. The Clerk was asked to enquire about the condition of the flat roof before deciding on the release of funds.
- 214. To consider a PCC Planning Committee with delegated powers:** It was **RESOLVED** to establish a PCC Planning Committee with delegated powers to respond to planning applications on behalf of PCC. Members of the committee will be the Chairman, Vice Chairman and a representative from each village with a quorum of 3. The Planning Committee will meet at 1 Penuel Road during the day and fortnightly. The first meeting will be held Tuesday January 9.

- 215. To decide on venues for PCC meetings in 2018:** It was **RESOLVED** to hold 4 meetings/year in each of Gwaelod y Garth, Pentyrch and Creigiau with the Creigiau meetings in the lighter evenings.
- 216. To decide on a change to the Clerk's and Admin Assistant's hours:** Following the Clerk's appraisal it was recommended by the Chairman and Cllr Priday (who together carried out the appraisal) that the Clerk's hours increase from 22 to 26/week and that the Admin Assistant's hours increase from 10 to 11.5/week. Both are working more than their current hours and this is being paid out of general funds.
- a. It was **RESOLVED** to increase the hours as recommended as of January 1 2018.
- 217. To decide on an updated tree survey:** It was **RESOLVED** to schedule a survey update by Treescene at a cost of £700 + VAT for April 2018 and thereafter include an annual survey in the budget.
- 218. To consider a response to consultations:**
- a. **Welsh Government's Review of Community and Town Councils:** It was agreed to wait for OVW's feedback from recent consultation events and then draft a response
- b. **Welsh Government Consultation: Guidance for Principal Councils on the Review of Communities:** The draft response circulated in advance was agreed and will be submitted by December 21 deadline.
- c. **Welsh Government: Planning Law in Wales:** The deadline for this is March 1 2018. A draft response will be presented to the February meeting.
- d. **Concessionary Fares:** The deadline for this is January 21 and the matter was deferred to the January 15 meeting. Cllrs Sherwood and Harrison will send the Clerk their thoughts.
- e. **Cardiff's Local Well-being Plan Consultation:** this was noted.
- f. **Cardiff's LDP Consultation on Draft Supplementary Planning Guidance (SPG):** It was **RESOLVED** to submit the response previously circulated.
- 219. To approve a Co-Option Application form:** To ensure PCC's process is robust it was **RESOLVED** to adopt the Co-Option Application form. The Clerk will advertise the Co-option in the Creigiau Ward and online with interviews to be held on January 15.
- a. It was **RESOLVED** to decline an offer from Cardiff Council to review the form at £100/hour.
- 220. To discuss the Business and Village Plans for PCC:** The updated VP Questionnaire had been circulated to the committee in advance.
- 221. To receive an update from the Cardiff Standards & Ethics Committee:** The Chairman attended his first of these meetings on November 22. The Committee will be visiting all six Cardiff community councils and the Standards & Ethics Chairman has been invited to attend a PCC meeting.
- 222. To discuss Brofiscin Quarry :** It was **RESOLVED** that the Clerk and Cllr Sherwood will draft a letter to NRW which will be copied to RCT, Cardiff, Planning Inspectorate Wales and Mark Drakeford's and Kevin Brennan's offices.
- a. PCC members intend to keep pursuing answers to this important and serious matter from the relevant authorities. PCC wants assurance the people living down-stream of the quarry are properly protected.

- b. CCC responded to PCC's letter that Cardiff could not comment on a quarry outside its area.
- c. The Chairman thanked Cllr Sherwood for his hard work in reading through the lengthy technical documents.

223. To discuss the work of the North West Cardiff Group: the group next meet in January with the date to be set.

224. To consider any correspondence received and not reported elsewhere: there was none.

225. To discuss and decide on any planning applications

- a. 17/02956/MNR, VALLEY VETS LTD, BRONLLWYN, PENTYRCH, CARDIFF, CF15 9PT Single storey hydrotherapy unit. It was noted that parking in the area is limited so it was **RESOLVED** to note the concern that parking on the main road not be increased.
- b. OUTLINE PLANNING PERMISSION 16/00106/MJR FOR 18 RESIDENTIAL UNITS, INCLUDING THE RE-PLAN OF 15 UNITS APPROVED UNDER PLANNING PERMISSION 17/01012/MJR AND THE PROVISION OF 3 ADDITIONAL UNITS AT GOITRE FACH FARM, LLANTRISANT ROAD, ST FAGANS, CARDIFF, CF5 6JD. See comments below.
- c. 17/02844/MJR, GOITRE FACH FARM, LLANTRISANT ROAD, ST FAGANS, CARDIFF, CF5 6JD
 - i. To the two above applications it was **RESOLVED** to respond that 16/00106/MJR increases density. And that Barratt and their sub-contractors have arrived on all of the sites along the A4119. They appear to be undertaking groundworks late and working in breach of documents they have previously submitted to CCC. PCC requests that Planning Enforcement be notified.

226. To receive reports from Councillors and Surgery Reports:

| Councillor | Report | Action Taken |
|---------------|--|------------------|
| Stuart Thomas | Attended Cardiff's Standard and Ethics Committee Attended OVW evening session of the CTC Review Produced Community Link 100 Edition Roads and transport issues Met with CRAMC onsite re trees and drainage Met with staff at office Pentyrch Neighbourhood Watch | <i>On agenda</i> |
| Chris Priday | Attended Local Pension Board meeting Attended OVW evening session of the CTC Review Suggests PCC has a Community Resilience discussion to see if all we can do is in place for weather emergencies Faulty street light Pentyrch Neighbourhood Watch | |
| Simon Davies | Church Road closure Brofiscin Quarry | <i>On agenda</i> |

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| | Pentyrch Neighbourhood Watch | |
| Sandie Rosser | Broken drain cover, Main Road | <i>Mended</i> |
| Mike Sherwood | Responses to various planning applications for PCC and NWCG Ward surgeries held and planned. A number of residents thanked Cllr Sherwood for PCC's work on roads, eg Robin Hill, potholes, etc. that was done as a result of the survey sent to Cllr Graham Thomas. Robin Hill is now finished. Brofiscin Quarry Attended OVW evening session of the CTC Review Met with CRAMC onsite re trees and drainage | <i>On agenda</i> |
| John Harrison | Church Road closure Bus services and concession fares Bus shelters Christmas lights Pentyrch Neighbourhood Watch | <i>On agenda</i> |
| Sarah-Anne Evans | Pentyrch Primary School Governors' meeting in November Parents have been informed that the head teacher has retired and Amanda Reynolds will be Head of School. An Executive Headteacher is coming from Llanishan Fach | |

227. To discuss issues arising from the vacancy for the Creigiau Ward: This will be a confidential matter from which the Press and Public are excluded as per the Public Bodies (Admission to Meetings) Act 1960.

228. Date of the next meeting: January 15 2018 at Pentyrch Village Hall, 7pm.

There being no other business, the meeting closed at 22:25

Chair_____ Date_____