



Minutes of the full Council Meeting held at 7.00pm, 19th February 2018, at Pentyrch Village Hall

PRESENT: Councillors: Stuart Thomas (Chairman), John Harrison, Mike Sherwood, Sara Pickard; Chris James; Peter Jones

Also present: PCSO Richard Davies; 2 residents; Cllr Graham Thomas

In attendance: Helena Fox, Clerk

252. To receive apologies for absence: Cllrs Christine Priday; Sandie Rosser; Simon Davies; Ian Evans; Wynford Ellis Owen; Sarah Anne Evans; Cllr Gavin Hill-John;

253. To receive any declarations of interest:

254. To consider police matters:

- a. Creigiau: 1 garage burglary of tools; 1 online fraud (enquiries ongoing)
- b. Pentyrch: 1 attempted burglary; 4 anti-social behaviours: lamping on farmland; glider on farmland; neighbour complaint; trespass
- c. Gwaelod y Garth: 1 anti-social behaviour
- d. Creigiau PACT was held on February 7. The traffic survey report was discussed. HGV's exceeding a weight limit can only be reported by a PC, not a PCSO. There has only been one report of a vehicle in Pentyrch.

255. Public Session (length of adjournment at Chairman's discretion): Residents raised the following concerns about Star Lane:

- a. Drainage where the road camber leads to silting up the resident's property boundary on a dangerous corner. This needs to be dug out and removed. It has been reported to Cardiff previously but nothing was done. The resident asks that the gully is cleared and the road re-surfaced.
- b. A request for a mirror on a dangerous corner has been rejected by Cardiff. The resident asks that the speed limit be lowered in Star Lane.
- c. Star Lane traffic increased considerably during the closures of Church Road.
- d. Hedges: on the left-hand side going uphill the long hedge is overgrown and has not been cut for some five years. Cllr Graham Thomas has reported this to Cardiff. If the Highway is being impeded they may then act and invoice the owner.

256. To consider and decide on any matters arising from the Public Session: It was **RESOLVED** to write to Cardiff reporting the above problems on Star Lane.

257. To discuss road and transport issues: The following issues were raised with Cllr Graham Thomas who will follow up with Cardiff officers:

- a. Road conditions reported to Cardiff are being prioritized.
- b. There are new pot holes appearing including a large one on Ty Nant Road. The work is not checked with two different repair methods used and some are poorly repaired so that the repair does not last long and is done repeatedly. This is a problem across Cardiff.

- c. Ty Nant Road hedges have been cut which improves visibility and room for buses.
- d. Traffic lights will be installed at several locations along the A4119 for the building sites. This may lead to traffic diverting along other local roads. More details are needed and will be requested from Persimmon for the Creigiau site. This will add to the problems that arise whenever the M4 is closed or delayed.
- e. The Road Reports from Cardiff do not seem to show an understanding of the bigger picture of the effect of road closures or delays on the wider area.
- f. Church Road has been closed from February 19 for two weeks for work by Dwr Cymru. This means that the road will have been closed for more than 9 weeks since August or about 30% of the time.
- g. Bus route 136/124: there is considerable local concern about the possibility of an amalgamation of these two routes during the daytime, when most people use the bus. There will be local consultation events by Stagecoach with a deadline in March. The current travel time Creigiau – Cardiff is 25 mins (timetabled 29 mins) and longer in the rush hour. The new journey time proposed by route amalgamation is timetabled 50-55 mins. PCC will do what it can to publicize this consultation. There are already links on a number of local websites. Members will attend the consultation and PCC will work with the County Councillors on this.
- h. Comments for the planned Taffs Well engine repair and service depot are due in now. PCC had not been included in the consultation. The new depot will affect houses in Gwaelod y Garth which are close to the site. Cllr James explained that much of the work and moving of engines would take place at night and be noisy between 10pm – 5am, particularly from the safety warning sirens. The Clerk will contact Transport for Wales for information and ask to be included in all consultations and planning applications. Mark Drakeford, AM will also be informed, cc the County Councillors. Cllr Graham Thomas will follow this up with Cllr Gavin Hill-John.

258. To receive reports from County Councillors :

- a. Cllr Graham Thomas has arranged a meeting for February 27 at 7pm at PCC office to meet with Persimmon. The show houses will be built by April; this is much faster than expected. Cllr Thomas has asked Persimmon to meet and report regularly. PCC Chairman, Vice Chairman and Cllr Sherwood will attend and represent PCC. The aim is to set up a liaison committee. Cardiff may send an officer representative. The Clerk will attend.

Cllr Graham Thomas left the meeting.

259. To receive the Minutes of the Full Council meeting held on January 15 2017: The minutes were proposed as accurate by Cllr Sherwood, seconded by Cllr James and agreed by all. They were signed by the Chairman.

260. To receive the Minutes of the Planning Committee meeting held on January 23 and February 6 2018: The minutes were proposed as accurate by Cllr Sherwood, seconded by Cllr Jones and agreed by all. They were signed by Cllr Sherwood.

261. To consider any matters arising from the Minutes not reported elsewhere: There were none.

262. To receive the report of the Clerk

- a. Independent Remuneration Panel for Wales and allocation of allowances in the budget: will be discussed at the March meeting.
- b. VAT refund for 2017 has been paid
- c. PCC will attend the OVW Innovative Practice Awards on March 29

- d. Mast update: Letter from Lesley Griffiths AM to Mark Drakeford AM had been circulated.
- e. CRAMC:
 - i. There was a site meeting with Sustrans on January 19. Sustrans are repairing the bridge over the old mineral railway line and will clear some of the overgrowth on the old track bed. The problem of flooding of both rail track beds and the land in between was looked at and discussed. The work has not yet started.
 - ii. A committee meeting was held on January 29.
 - iii. Creigiau Carnival : Saturday June 30 2018 with the children's fun run the week before.
 - iv. The Building and Estates Committee will meet to discuss various issues around the Creigiau Recreation Area. Cllr Sherwood would like to join.
- f. Dynefor Allotment Assoc have given PCC their old smaller container and this is now on-site. The cost of moving the container was £120.
- g. Issues reported: missing drain covers, muddy/flooded paths, sticking gate, blocked road gully drains

263. To approve the schedule of payments and receipts for February 2018: Payments of £7,669.28 and receipts of £4,403.49 were recorded to February 19 2018. It was **RESOLVED** to accept the figures. Previously, individual staff salaries were reported and from now on these will be shown as a total figure.

264. To receive an update on the Internal Audit Review: The review committee has met twice and examined the check list from the Practitioners' Guide and the recommendations from the Internal Auditor's last report. Issues to be addressed include review of Financial Regulations and adopt the latest version; set up a Finance Committee; have a written finance protocol; review job descriptions, risk assessments and health and safety policy; PUWER: safety of equipment provided to employees. The Chairman will distribute a full list of recommendations for the March meeting.

265. To consider appointing Youth Representatives to PCC: It was **RESOLVED** to appoint youth representatives. The Clerk will check the guidance and follow it to invite applicants.

266. To decide on a PCC Finance Committee: The Internal Audit Review Committee and Internal Auditor recommend a separate Finance Committee. It was **RESOLVED** that this be formed from members of the Internal Audit Review until the Annual Meeting.

267. To decide on a PCC Consultation Committee: It was **RESOLVED** that this be formed from a minimum of any three members with specific interest and experience in the individual consultations.

268. To discuss consultations

- a. CTC Review
 - i. The OVW draft response is not yet out.
 - ii. Consultation event March 15 at Old St Mellons Village Hall: this is an opportunity to meet with representatives of the Review Panel. PCC will attend.
 - iii. Survey for the public: this new survey from the Panel has been publicized on Facebook.
- b. Planning Code for Wales. The Planning Committee will discuss this.

269. To receive an update on the GDPR: this is a change to data processing that must be in place for May 2018. One Voice Wales and Society of Local Council Clerks have issued initial

guidance. Each council needs a Data Processing Officer and there is mixed view as to whether this can be the clerk or not. The Clerk will contact both OVW and SLCC and ask for clarity on what is needed.

270. To discuss the Business and Village Plans for PCC: The Chairman requested a meeting to review the plans before the end of the financial year.

271. To receive an update on Pentyrch Post Office: There is no official news on this. Residents have expressed concern that the Spar's stocks are decreasing.

272. To discuss Brofiscin Quarry: Cllr Sherwood will report on this to the March meeting. A response to PCC's latest letter has been received.

273. To discuss the work of the North West Cardiff Group: The Clerk will circulate to the group information on the Taffs Well rail project and decommissioning of land at the GE Healthcare site.

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

275. To receive reports from Councillors and Surgery Reports:

Councillor	Report	Action Taken
Stuart Thomas	Attended Internal Audit Committee meeting 29.1.18, 5.2.18 Attended PACT and Creigiau Surgery meeting 7.2.18	
Wynford Ellis Owen	Attended CRAMC Committee meeting 29.1.18	
Simon Davies	Attended Internal Audit Committee meeting 29.1.18 Attended Planning Committee meeting 6.2.18	
Sandie Rosser	Attended Planning Committee meeting 23.1.18, 6.2.18	
Peter Jones	Attended Planning Committee meeting 6.2.18	
Mike Sherwood	Attended Planning Committee meeting 23.1.18, 6.2.18 Attended Internal Audit Committee meeting 29.1.18, 5.2.18 Creigiau Ward Surgery 20.1.18; 17.2.18 Attended PACT and Creigiau Surgery meeting 7.2.18	
John Harrison	Attended Planning Committee meeting 23.1.18 Attended Internal Audit Committee meeting 29.1.18, 5.2.18	
Chris Priday	Attended Internal Audit Committee meeting 5.2.18	

Date of the next meeting: March 19 2018 at Pentyrch Village Hall, 7pm.

There being no other business, the meeting closed at 21:27

Chair _____ Date March 19 2018