

Clerk: Helena Fox  
1 Ffordd Penuel  
Pentyrch  
Caerdydd CF15 9LJ

Ffon: 029 2089 1417  
Epost: clerk@pentyrch.cc  
Gwefan: www.pentyrch..cc

## PENTYRCH COMMUNITY COUNCIL



CYNGOR CYMUNED PENTYRCH

Clerk: Helena Fox  
1 Penuel Road  
Pentyrch  
Cardiff CF15 9LJ

Phone: 029 2089 1417  
Email: clerk@pentyrch.cc  
Website: www.pentyrch.cc

---

### Minutes of the full Council Meeting held at 7.00pm, 16<sup>th</sup> April 2018, at The Pavilion, Creigiau Recreation Area

**PRESENT:** Councillors: Stuart Thomas (Chairman), John Harrison, Mike Sherwood, Sara Pickard; Sandie Rosser, Wynford Ellis Owen, Chris Priday, Simon Davies, Peter Jones, Sara Pickard

Also present: Cllr Graham Thomas; Mike Colley for Pentyrch Neighbourhood Watch; Colin Belward, CRAMC; Emma Cahill, Creigiau Netball Club

In attendance: Helena Fox, Clerk

- 1. To receive apologies for absence:** Cllrs Sarah-Anne Evans, Ian Evans; PCSO Richard Davies; Cllr Gavin Hill-John
- 2. To receive any declarations of interest:** There were none.
- 3. To consider police matters:** The latest incident numbers had been provided by the Police:  
**Creigiau**

7 x ASB – all relating to ongoing neighbour dispute – one neighbour arrested and awaiting court result  
2 x theft from motor vehicle – one vehicle insecure, one theft of number plates  
1 x fraud – scam mail stating person reporting won the lottery – nothing lost as they knew it was a scam  
2 x damage – one threat of damage, one currently ongoing enquiries  
5 x theft of fuel from J33 M4, all currently ongoing enquiries

#### **Pentyrch**

2 x ASB – one neighbour complaint, one youth annoyance  
1 x damage – dog attack on sheep  
1 x fraud – business fraud ongoing enquiries  
1 x theft from insecure vehicle

The report of the 2 youths in a member of the public's rear garden is currently being dealt with. One youth has been identified and will be given an ASB referral which the reporting person is happy with.

We also had a report of a van selling Redrow mattresses which may be a possible scam so please be vigilant. We had few details given regarding this but we have been patrolling the area.

#### **Gwaelod-y-Garth**

1 x damage to vehicle  
1 x theft of fencing

**4. Public Session** (length of adjournment at Chairman's discretion):

- a. Mike Colley, Chairman of Pentyrch Neighbourhood Watch (PNW): Mr Colley had attended the last meeting and requested that PCC organize litter picks and local a local campaign to help reduce the problem. He wanted to clarify that he had not asked PCC and staff to do the litter picking, that was not the intention but wanted support to organize the litter picks and local campaigning. PCC could set up a small group pf 3 people to organize events and Mr Colley would be one of these; PCC could purchase some litter picking equipment for up to 20 people which would be available to groups in all villages. This would be a positive exercise and help generate community spirit. Lots of people are willing to participate but some leadership is needed.
- b. Emma Cahill, Creigiau Netball Club: Requesting £200 for training for coaches and umpires so they can work properly with young children and teens. Training would be done at Radyr Comprehensive School. There are 130 members from juniors to seniors. The main costs are membership and affiliation fees, kit, equipment, hall hire, coaching, umpiring. All funds are put into the club.
- c. Colin Belward, Creigiau Recreation Area Management Committee (CRAMC):
  - i. Lease: a chartered surveyor has produced heads of terms; the field is not currently usable so CRAMC could not sign a lease now; cricket is likely to be delayed because of the wet. There are safety issues around two ponds that are building up, one on Sustrans land. There has been unusually heavy rain this winter.
  - i. Drainage: this would involve Natural Resources Wales, Tarmac and Sustrans and a discussion is needed on how to solve this problem. Mr Belward asked PCC to take a lead on solving the off-site drainage problem.
  - ii. Tarmac: will commission someone to look at drainage on the haul road and the farm field.
  - iii. Removing the fence around the old play area is unpopular because the area had been the most dog-free part of the site.
  - iv. There is an entrance behind the tennis courts that has no gate. It is about 30 years old, and a simple gate would stop bikes, etc accessing the field.
  - v. Planning application: this is still with Cardiff and no decision has been made.

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

- a. It was **RESOLVED** to investigate what equipment is available from Cardiff Council and, if not, to buy up to 15 sets of litter picking equipment with the proviso that PCC's insurance would cover the volunteers.
- b. It was **RESOLVED** to award a grant to Creigiau Netball Club the sum of £200.00 Cllr Graham Thomas noted that Persimmon will be running a community grant programme that could be useful.

**6. To discuss the Creigiau Recreation Area:** The Clerk had circulated a summary of the issues plus background notes in advanced. Following the discussed with Mr Belward above:

- a. It was **RESOLVED** that the Building and Estates Committee will look at the drainage and meet as soon as possible and call in CRAMC to help. PCC will notify all the other organizations like NRW, Sustrans, to find out who we can ask for help.
- b. Sustrans work has started on the bridge repairs. They will be asked again about track bed clearing.

**7. To discuss road and transport issues:** The following issues have arisen during the last month:

- a. Llanilltern Village: changes to traffic patterns from congestion and gas pipeline. Concern from residents on Star Lane about diverted traffic.

- i. Site entrance works are due to start at the end of April.
  - ii. No further update on the gas main at this stage. It may be some 6-7 weeks away.
  - iii. Concern from residents on Star Lane about diverted traffic. Cllr Graham Thomas noted that it was not easy to restrict traffic using any public highway.
- b. Church Road: ongoing concern about the road surface. Work was done April 16 and with the road verge edge trimmed back to create a kind of gutter.
- c. Bus route 136/124: Stagecoach decision is still pending.
- d. Cardiff Green Paper on Transport and Clean Air:
  - i. Cllr Graham Thomas felt the paper was not specific enough.
  - ii. Cllr Sherwood noted that the questionnaire does not address the real issues yet CCC will use the feedback to justify what it plans to do.
  - iii. It was **RESOLVED** to submit a response from PCC, copied to the NWCG, St Fagans and RM Community Councils.
  - iv. Moving forwards: Healthy travel for all in Cardiff and the Vale of Glamorgan: this was received as part of the Green Paper.
- e. Tynant Road: works scheduled April 24 to reinforce the road to put in new curbs; all weather-dependent; pot holes have all been reported
- f. A resident met with Mark Drakeford on April 10 and raised many of these concerns with him. The Clerk is liaising with Mr Drakeford's constituency office on responses.
- g. Drop in session re J34/A48 will be held on April 17. The Chairman and Cllr Graham Thomas will attend.

#### **8. To receive reports from County Councillors**

- a. The drop-in session on Llanilltern Village had some 100 residents in Creigiau who were very grateful for the information. A second event takes place Sunday, April 22.
- b. GT will then call another liaison committee with Persimmon to raise the issues that have come out of the drop-ins.
  - i. Llanilltern Village: what are the play provision for under 12s?
  - ii. All drawings are 'illustrative'
- c. Cycle superhighway consultation: 25/04/2018 4:00 pm - 8:00 pm

Cllr Graham Thomas left the meeting

**9. To receive the Minutes of the Full Council meeting held on March 19 2018:** The minutes were proposed as accurate by Cllr Sherwood, seconded by Cllr Harrison and agreed by all. They were signed by the Chairman.

**10. To receive the Minutes of the Planning Committee meeting held on March 20 and April 4 2018:** The minutes were proposed as accurate by Cllr Sherwood, seconded by Cllr Priday and agreed by all. They were signed by the Chairman.

- a. Llanilltern Village Update: Drop in events held in Creigiau and Pentyrch with County Councillors present.
  - i. Creigiau Church Hall: Sunday 22 April both 10am – 2pm.
  - ii. Pentyrch Village Hall: same date and from 2:30 – 5:30pm
  - iii. The Link piece has made many people realize what is happening. Turnout for the first drop in was about 100 in Creigiau and 40 in Pentyrch.
- b. Planning Committee remit: The Chairman raised concerns that the committee had been dealing with more things than planning applications.
  - i. It was **RESOLVED** that the Planning committee have delegated powers to respond to all statements of discharge of conditions and all planning applications as they affect the PCC area.
  - ii. The timescale set by Cardiff does not make it easy for local people to respond.
- c. St Elteyrn's Church and Persimmon: the church has asked Persimmon for help to install basic services like water and there is a meeting planned between the two.

- d. Plasdwr: drop-in planned for May 29. PCC would like to meet with Plasdwr representatives at a main meeting.

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

- a. The Village Plan Questionnaire has been sent to Cardiff Research Centre for processing.
- b. A resident has concerns about reversing the road priority on Cardiff Road. He was worried about traffic waiting outside his house. Cllr Graham Thomas had confirmed that there were no plans to change it at present.

**12. To receive the report of the Clerk**

- a. Welsh Audit Office : survey submitted 4.4.18 based on feedback the Chairman and Cllr Priday.
- b. Cadw grant for War Memorial submitted 29.3.18 and acknowledged.
- c. Attended OVW Awards Event 29.3.18
- d. OVW Larger Councils meeting: 18.4.18.
- e. SLCC/OVW Conference, Llandrindod Wells, Wednesday 16 May 2018.
- f. Litter project: met with Keep Wales Tidy and Mike Colley April 12.
- g. Mast update: No news.
- h. No cycling signs : CCC will add them to the way marker posts.

Issues reported: broken gates/styles; road conditions, pot holes, fly tipping; general concerns about the housing developments

**13. To approve the schedule of payments and receipts for April 2018:** Payments of £8,827.96 and receipts of £1,180.54 were recorded to March 31 2018. It was **RESOLVED** to accept the figures. The Chairman abstained.

**14. To receive an update on the accounts for 2017-18:** A draft income/expenditure against budget has been produced. Information has finally been received from BDO, the external auditor with June 30 is PCC's deadline.

**15. To discuss investing PCC funds:** The Clerk advised that it is prudent and good practice to invest some of the Precept to earn interest. The bank deposit gives 0.03% interest. Members agreed on investing some of PCC's fund had been provided with information on The Public Sector Deposit Fund/CCLA.

- a. Following a discussion it was **RESOLVED** to invest £75,000 in the CCLA now and revisit this in 3 months' time. The interest rate varies daily and is currently around 0.4%.

**16. To receive an update on the Internal Audit Review:** The Chairman presented notes from previous meetings of the IA Committee. He noted that having reviewed the council's documents it was now necessary to meet with the Clerk to discuss the practicalities of the accounting software, timings, etc. The Internal Audit Committee will meet on April 23 at 11am to prepare a report for submission to the Internal Auditor.

**17. To decide on One Voice Wales membership for 2018-19:** It was **RESOLVED** to renew PCC's membership of OVW at £767.00. With 2,517 chargeable dwellings, the fee is £0.305p/dwelling.

**18. To decide on insurance cover for PCC vehicles 2018-19:** It was **RESOLVED** not to renew policies with existing providers and to move to Came & Co with a quote of £452.60 for both the Toyota and trailer, thus saving over £200.

**19. To receive an update on the General Data Protection Regulations:**

- a. Cardiff are planning training for the 6 community councils. There may be a charge. This was discussed at the Standards and Ethics Committee induction session attended by the Chairman.
- b. SLCC have produced documents and advice on the actions to take now:
  - i. Data audit – this is the first step towards compliance for any organisation, in essence it is the compilation of a list of the data the council holds, where it came from and who it is shared with
  - ii. Privacy notices – review current privacy notices and put a plan in place for making any necessary changes in time for GDPR implementation
  - iii. Policies – update council's policies relating to data processing and protection so that they reflect the new requirements

**20. To discuss the Business and Village Plans for PCC:** The Village Plan Questionnaire has been sent too Cardiff Resource Centre. They will add a GDPR statement. Cardiff will lend election boxes for returned questionnaires.

**21. To discuss consultations**

- a. CTC Review: PCC supported the OVW response.
  - i. The Review Panel have asked if PCC could hold a drop-in event in the PCC office to get more public participation on Thursday 24<sup>th</sup> May. It was **RESOLVED** to host an event.
- b. Cardiff Green Paper on Transport and Clean Air: deadline is July 1<sup>st</sup>. It was **RESOLVED** to respond. The consultation is on the PCC website and paper copies are being handed out at the office and Llanilltern Village drop-in events.

**22. To receive an update on Pentyrch Post Office:** There are new proprietors of the Spar and it is hopeful that they will take over the Post office too.

**23. To discuss Brofiscin Quarry:** PCC had submitted its latest letter to Natural Resources Wales. The Planning Inspectorate Wales asked if that letter was part of an appeal.

- a. Cllr Sherwood raised concerns about the failure to consider Brofiscin Quarry at Cardiff's LDP hearing. It was **RESOLVED to** write to the Planning Inspectorate, CCC and RCT to challenge them on the fact that they should have brought it forward.
- b. Mark Drakeford's constituency office confirm that Mr Drakeford would be very happy to write to the Minister responsible for NRW whenever PCC felt that would be useful. Both PCC and NWCG will ask for this help.

**24. To discuss the work of the North West Cardiff Group:**

- a. An update of the 2012 transport survey would now cost some £20,000
- b. The Clerk will produce an account of Secretariat time to 31.3.18
- c. At the group's April 11 meeting, it was decided to write to the following:
  - i. Community Health Council about local GP and hospital problems.
  - ii. Cardiff and Vale Health Board ditto
  - iii. Local Education Authority about local schools
  - iv. All AMs to ask for help.
- d. The Clerk has spoken to Mr Drakeford's office about this and there may be health update this week.

**25. To decide on proposing any Motions for the OVW AGM:** there were none.

**26. To consider any correspondence received and not reported elsewhere:**

- a. Letter from CCC re cycling on Public Rights of Way

**27. To discuss planning matters not covered by the Planning Committee:** There was nothing.

**28. To receive reports from Councillors and Surgery Reports:**

<b>Councillor</b>	<b>Report</b>	<b>Action Taken</b>
Stuart Thomas	Attended Planning Committee 20.3.18 Attended OVW event 29.3.18 Attended Llanilltern Village Drop-in 8.4.18 at Creigiau and Pentyrch NWCG 11.4.18 Community Link 101 – editor Cardiff Council Standards & Ethics Committee 21 and 28.3.18	
Chris Priday	Attended Planning Committee 4.4.18 Community Link 101 : proof reading Training on Local Government Law (OVW) Library Street light out on .....  Attended Llanilltern Village Drop-in 8.4.18	<i>Reported to CCC</i>
Simon Davies	Attended Planning Committee 20.3.18 Attended Planning Committee 4.4.18 Training on Local Government Finance (OVW)	
Sandie Rosser	Attended Planning Committee 20.3.18 Attended Planning Committee meeting 4.4.18	
Mike Sherwood	Attended Planning Committee 20.3.18 Attended Planning Committee 4.4.18 Creigiau Surgery Attended Llanilltern Village Drop-in 8.4.18	
Wynford Ellis Owen	Resident concerns about traffic priorities on Cardiff Road. Cllr Graham Thomas reported that there was no news on this.	
John Harrison	Attended Llanilltern Village Drop-in 8.4.18	
Peter Jones	Attended Llanilltern Village Drop-in 8.4.18 NWCG 11.4.18	

**Date of the next meeting: May 21 2018 at Creigiau Pavilion, 7pm.**

There being no other business, the meeting closed at 21:25

Chair \_\_\_\_\_ Date May 21 2018