



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

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

Also present: Cllr Graham Thomas; Mike Colley for Pentyrch Neighbourhood Watch; PCSO Richard Davies and PC Helen Abdullahi

In attendance: Helena Fox, Clerk

276. To receive apologies for absence: Cllrs Sarah-Anne Evans, Peter Jones, Sara Pickard; Ian Evans; Chris James

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

278. To consider police matters:

- a. Cllr Simon Davies had had a challenging conversation with a biker scrambling on the Village Green and on the lanes off Bronhaul during the snow in early March. They are also taking advantage of the missing kissing gate between Bronllwyn and Field Terrace. This is more of a problem on weekends.
 - i. Police said that off road bikes cannot be on common ground and cannot be on the highway if not road-legal. This is a big problem across the area. The Police cannot pursue the bikes in case there is an accident but can sometimes identify the users. It may be possible to have a Red Manor operation in the area which focuses on bikers. Please report these to 101 to get an accurate picture of what is happening.
- b. Creigiau incidents: 3 calls re ASB long term disputes;
- c. Pentyrch incidents: 1 theft from workplace; 1 criminal damage to a sheep
- d. Gwaelod y Garth incidents: 1 ASB for off road bikes in woods; 1 theft of scrap metal from garden
- e. Speed watches on Cardiff Road in Creigiau last week: 15 warning letters sent out for vehicles over 34 mph and top speed of 47mph was recorded. A third were local people. The Police will compile figures to GoSafe to hope to get a camera van to visit.
- f. Speed camera van on Bronllwyn: caught 4 drivers in the school 20mph zone and ran a speed watch on Heol Goch.
- g. The Chairman noted that Llanilltern Village is likely to increase traffic using Creigiau to avoid construction congestion.
- h. Cuppa with a Copper: this has mixed attendance but is still useful.
- i. Creigiau Pact meets every 3 months. PC Abdullahi suggested this alternate with Pentyrch and Gwaelod. PCC thought this was a good idea and can help publicize it. Mike Colley said that in Pentyrch Neighbourhood Watch is more effective with police attending than a PACT meeting.

The Police left the meeting.

- 279. Public Session** (length of adjournment at Chairman's discretion):
- a. Mike Colley, Chairman of Pentyrch Neighbourhood Watch (PNW): Two years ago he had asked PCC to take the initiative and work with PNW with clearing local litter with a publicity campaign for local people to get involved. PCC had agreed and did purchase some litter picking equipment. PNW organized two litter pick events in 2017 with some 20 volunteers at each collection and 42 bags of rubbish. Lately, Cemex have put a new barrier to the quarry approach road off Heol Goch which has reduced fly tipping. But the litter problem is getting worse, spreading going down Heol Goch and round the bus stop at the bottom and in front of the industrial estate. PNW is repeating its request for help since litter control is not really within its remit. Since last week's PNW meeting, Cllr Gavin Hill-John is planning an event and Keep Wales Tidy are in touch with PCC to consider what can be done. PNW would like a permanent programme led by PCC with litter picks and a local education programme.
 - b. Cllr Pritchard noted that the Garth Rotary Club are planning local litter picks so perhaps we can bring several groups together.
 - c. Cllr Sherwood noted that there are three families in Creigiau who pick litter regularly and independently.
 - d. The Chairman said that PCC had been contacted by a resident who had commented that he and his wife were regular litter pickers locally and they cover the main roads. The litter problem extends to all the major approach roads to Cardiff which is a Cardiff and Highways matter.
 - e. PCC staff clear litter 5 mornings a week and we cannot ask them to pick litter on dangerous roads where there are no pavements.
 - f. Cllr Ellis Owen confirmed with Mr Colley that he was asking for an awareness campaign to educate local people.
 - g. PCC cannot ask local people to walk along Heol Goch, Heol Pant y Gored and other roads without pavements because these are too dangerous for pedestrians.
 - h. The Clerk had previously circulated to councillors a leaflet from Keep Wales Tidy which suggests ways of working with community councils. She will be meeting with KWT shortly and Mr Colley will also attend.
- 280. To consider and decide on any matters arising from the Public Session:**
- a. It was **RESOLVED** to contact Cardiff for further help with litter in the area.
 - b. It was **RESOLVED** that PCC will promote a tidy community and encourage participation in properly organized and insured litter picks.
 - c. It was **RESOLVED** to discuss the purchase of litter pick equipment in April.
- 281. To discuss road and transport issues:** Cllr Sherwood reported that in his surgeries local people are still asking why Ty Nant Road has not been repaired and resurfaced. He will update his list of road issues. Other transport issues were discussed later in the meeting.
- 282. To receive the Minutes of the Full Council meeting held on February 19 2018:** The minutes were proposed as accurate by Cllr Sherwood, seconded by Cllr Priday and agreed by all. They were signed by the Chairman.

Mike Colley left the meeting

283. To receive the Minutes of the Planning Committee meeting held on February 20 and March 6 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: there is a new PCC webpage. Drop in events are being held in Creigiau and Pentyrch with County Councillors present.
 - i. Creigiau Church Hall: Sunday 8 April and Sunday 22 April both 10am – 2pm.
 - ii. Pentyrch Village Hall: same dates and from 2:30 – 5:30pm
 - iii. The display boards are ready and will be delivered to Penuel Road soon
- b. Creigiau Primary School say they have not been involved in any preparation for an intake of new pupils from Llanilltern village. The Clerk will check with Pentyrch and Gwaelod y Garth Primary Schools.

284. To receive the Minutes of the Building and Estates Committee held on March 13 2018: The minutes were proposed as accurate by Cllr Sherwood, seconded by Cllr Thomas and agreed by all. They were signed by the Chairman.

- a. Cllr Sherwood had drafted Heads of Terms for a proposed lease with CRAMC. Once agreed it will be sent to CRAMC to progress things and a regular review meeting will then be called between CRAMC and PCC.

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

286. To discuss the S85 of the Local Government Act 1972: this was deferred to the April meeting.

287. To receive the report of the Clerk

- a. Snow days: the office was closed on March 1 and 2 due to the snow, authorised by the Chairman. It was **RESOLVED** that staff be paid for the days.
- b. Kissing gate from Bronllwyn/Field Terrace: Cardiff asks if there is somewhere in the community that this could be put to preserve it after CCC remove it. The Clerk was asked to respond that local people want the gate reinstated and this is needed to stop off-road bikes.
- c. SLCC & OVW Joint Conference at Llandrindod Wells on Wednesday 16 May 2018. The Clerk will attend. Councillors to notify the Clerk if they wish to attend too.
- d. Local Government Pension Scheme: the pension scheme is moving to require a monthly submission of payment information instead of an annual end of year system.
- e. Cyclists on Garth footpaths: The Clerk has raised this again with Cardiff to see what can be done to at least to make path designations clear. Cardiff's *ishare* map may be helpful.
- f. Civic Reception: The weekend of October 19/22 will be checked for a booking at Pentyrch Rugby Club.
- g. Mast update: No news.

Local issues reported: cyclists on paths, dead badger on road, broken gates/styles; road conditions, hedges, empty grit bins

288. To approve the schedule of payments and receipts for March 2018: Payments of £7,744.06 and receipts of £270.54 were recorded to March 29 2018. It was **RESOLVED** to accept the figures.

- a. It was **RESOLVED** to give the Clerk authority to transfer £5,000 from the savings account to current account if required before the Precept is received in April.

- b. It was **RESOLVED** to write off two unpaid advertisement fees for the Community Link totalling £45.00. The cost of recovery is more than the amount owed.

289. To decide on grant requests

- a. Creigiau Netball Club: The request and accounts had been circulated in advance.
- b. It was **RESOLVED** to ask the club for more information on the number of members, how local they are and the annual subscription fee. A decision will be taken in April.

290. To receive an update on the Internal Audit Review: The Chairman apologised for not having the notes ready for the meeting and will present them at the April meeting with motions for decisions.

291. To receive an update on the General Data Protection Regulations: The Toolkit and documents issued by NALC/OVW had been circulated in advance and put on the PCC website.

- a. The Clerk had spoken with the SLCC about this. It is going to be a long process to set up but is mandatory. There will be a lot of guidance materials and model forms but each council will have to produce the documents it needs. These changes will affect PCC as a corporate body, its staff, councillors and everyone we interact with.
- b. The Clerk will draw up a set of policies, forms and notices that relate to PCC's activities and these will include residents, contractors, the graveyard, CRAMC, allotments, website and Facebook.
- c. It was **RESOLVED** to set up a Task and Finish Group to work on this.

292. To discuss the mandatory allowances from the Independent Remuneration Panel Wales: The Clerk is awaiting a response from the Panel to her questions particularly whether the monthly care cost of £403 is per council or per councillor. She is attending a May 2 event held by IRPW to discuss the new framework. Councillors who do not want to claim these allowances must write to the Clerk saying so.

293. To decide on burial fees for Bronllwyn Graveyard: It was **RESOLVED** to support the commitment set out in the Memorandum of Understanding between the Welsh Ministers, the Welsh Local Government Association and One Voice Wales dated 23.11.2017 not to charge any fees in relation to the standard burial or cremation of a child. The Clerk will write to Cardiff Council to ask, as per S4.3 of the MoU, how they plan to distribute any appropriate sums to PCC.

Cllr Graham Thomas joined the meeting

294. To approve a grant application to Cadw for the Pentyrch War Memorial: The Clerk circulated a draft application in the meeting. It was **RESOLVED** to submit the grant with War Memorial Restoration Co as the preferred contractor based on their thorough detailed report.

295. To discuss the Business and Village Plans for PCC: It was **RESOLVED** to approve the final version of the Questionnaire with no further changes except that a GDPR statement must now be included.

296. To discuss consultations

- a. Public Health (Wales) Act 2017: Local Toilets Strategies (April 4): PCC will respond saying that if PCC becomes responsible for any public toilets in the PCC area then funding from Cardiff would be needed.
- b. Welsh Audit Office: Survey of Community and Town Councils: This is a lengthy survey and a Task and Finish group will meet to complete it for submission by April 6.
- c. CTC Review
 - i. The OVW draft response is still not out. The Panel now has April 6 as a (soft) deadline. A Task and Finish group will meet to complete the response.

- d. To receive the Guidance for Principal Councils on the Review of Communities: This was received, and it was noted that the LDP developments may affect the boundaries of PCC and other community councils.
- 297. To receive an update on Pentyrch Post Office:** There is no official news on this.
- 298. To discuss Brofiscin Quarry:** a further letter was sent to NRW and copied to Welsh Government, Planning Inspectorate, CCC and RCT. We received a reply and a response was drafted for NWCG. NWCG did not comment so it was **RESOLVED** that the Clerk will send this from PCC.
- 299. To discuss the work of the North West Cardiff Group:** RMCC have suggested a constitution to formalize the way the group works. This will be discussed at the next meeting on April 11.
- 300. To consider any correspondence received and not reported elsewhere:** There was none.
- 301. To discuss planning matters not covered by the Planning Committee:** There was nothing.
- 302. To receive reports from County Councillors:** Cllr Thomas apologised for arriving late because of a Cardiff Council meeting. He confirmed the drop-in sessions for April 8 and 22 on Llanilltern Village: Creigiau in the morning and Pentyrch in the afternoon. Both County councillors will be at both and PCC Councillors will attend.
- a. Pavements by Creigiau School are being replaced on both sides
 - b. Bus route changes: there has been a huge response to the consultation. A formal response from Stagecoach is now awaited.
 - c. A bus stop on Lon y Fro has been removed. Cllr Hill-John will be asked for information on this.
 - d. Cllr Sherwood noted that Persimmon had submitted discharge of condition information on hedges, trees and ecology to Cardiff after the hedges had been removed, ie retroactively. Cllr G Thomas said the application to make those changes should be refused.
 - e. The Chairman told Cllr G Thomas that Creigiau Primary School had no knowledge of any planning for new pupils from Llanilltern Village. Cllr G Thomas had written to Nick Bachelor, Cardiff Education Dept and had had no answer and so was putting a question at Cardiff's March Council meeting. Cllr Thomas will report back to PCC.
 - f. Cllr Ellis Owen asked for an update on the suggestion that the traffic road priority be changed in Creigiau. Nothing has been received from Cardiff so far.
 - g. Ty Nant Road: there are several bad surface areas. This is the worst time of year for pot holes and they will be reported. Cllr Sherwood will update his survey of road conditions.
- 303. To receive reports from Councillors and Surgery Reports:** The Chairman reported on the meeting with the Leader of Cardiff Council to discuss the Charter, held on March 12. There was a very pleasant welcome and agreement with a lot of what the Community Councils had asked for. A new Charter will be drafted to include the involvement of Community Councils in discussions about how S106 should be spent in their communities. For larger applications, councils should include S106 requests in their responses. There may be an official signing ceremony of the Charter

before Cabinet. This would help to establish the Charter's status with Cardiff Members and Officers.

Councillor	Report	Action Taken
Stuart Thomas	Attended Planning Committee Meeting 6.3.18 Attended Planning Committee Meeting 20.2.18 Attended Estates and Building Committee 13.3.18 Attended Charter meeting with Leader, Cardiff Council 12.3.18 Compiled Community Link 101	
Chris Priday	Attended Estates and Building Committee 13.3.18 Attended OVW training : Module 4 Local Government Law Proof-read Community Link 101	
Simon Davies	Attended Estates and Building Committee 13.3.18	
Sandie Rosser	Attended Planning Committee meeting 6.3.18 Contacted Cardiff about dangerous pothole opposite the police depot. This was mended earlier in the year and has broken again.	<i>HF to report</i>
Mike Sherwood	Attended Planning Committee meetings 20.2.18; 6.3.18 Attended Estates & Building Committee meeting 13.3.18 Creigiau Ward Surgery March 17, 2018 Attended Community and Town Council Review consultation with the Review Panel 15.3.18 Attended OVW training : Module 8 Introduction to Community Engagement	
Wynford Ellis Owen	Liaised with Creigiau Primary School over effects of Llanilltern Village Meeting of the governing body of Creigiau School 20.3.18. Will refer to the Llanilltern Village population growth.	
John Harrison	Attended Planning Committee meeting 6.3.18 Attended Planning Committee Meeting 20.2.18 Attended Estates and Building Committee 13.3.18	
Sarah Evans	Liaised with Pentyrch Primary School over effects of Llanilltern Village	
Peter Jones	Liaised with Creigiau Health Centre over effects of Llanilltern Village	

Date of the next meeting: April 16 2018 at Creigiau Pavilion, 7pm.

There being no other business, the meeting closed at 21:24

Chair _____ Date April 16 2018