



Minutes of the full Council Meeting held at 7.00pm, 20th August 2018, at The Pavilion, Creigiau Recreation Area

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

Also present: Mike Colley for Pentyrch Neighbourhood Watch; Duncan Jones, resident; PCSO Richard Davies
In attendance: Helena Fox, Clerk

- 1. To receive apologies for absence:** Cllr Ian Evans, Sarah-Anne Evans
- 2. To receive any declarations of interest:** There were none.
- 3. To consider police matters:** The crime figures from July 16 to August 20 were:
Creigiau: 3 ASBs; 1 dwelling burglary; 7 theft; 3 commercial damage; 1 damage to dwelling
Pentyrch: 5 ASBs; 3 burglaries (2 shed, 1 dwelling); 1 theft from motor vehicle; 2 agricultural damage
Gwaelod y Garth: nothing

PCSO Hywel Arkontopolous has moved to a new area in Cardiff. The rural area, including PCC, is covered by PCSOs Richard Davies, Tori Miller and Jess Southam. New PCSOs will join in due course to replace those who have moved on to be PCs.

Cllr Rosser joined the meeting

PCSO Davies responded to questions from the meeting:

- The white van seen at Pentyrch Village Hall has not yet been identified
- Nothing has been formally reported about scrambler bikes on Creigiau Rec: kissing gate installed but it is thought they are coming from Church Village. If photographs of the bikes can be taken safely that helps to identify riders. SW Police have an email for reporting these incidents and any photographs: opredmana@south-wales.pnn.police.uk. The riders are probably aware that the police cannot pursue them either on foot, because of the speed, or by vehicle because of the danger to all.

The Police were thanked for their response to recent incidents locally including helicopter searches. Concern was raised about armed responses. PCSO Davies explained that police protocols determine when this is needed.

Dates for the October Cuppa with a Copper will be sent as soon as possible.

PCSO Davies left the meeting.

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

Mr Colley wanted to say a huge thank you to PCC for its decision to work on a new safe pathway at the top of Heol Goch. The site meeting was very productive with a lot of good ideas. He looked forward to the next steps. It was explained that site work could not start until the next financial year after PCC had budgeted for the project but that advice was being sought from Cardiff.

Mr Jones asked the meeting how many residents usually attend PCC meetings: Attendance varies a lot from no one to around 20 when there is something controversial happening in a community. The Chairman quoted from the draft Village Plan Questionnaire and explained that PCC encourages people to attend by advertising the meetings in as many ways as we can: noticeboards, social media, Community Link and online. PCC, like other councils, had vacancies after the last election because not enough people were prepared to stand for election. Across Wales, it is increasingly difficult to get people to come forward.

Some PCC members commented on a general feeling that the UK is not properly democratic because so little happens as a result of consultations and public responses, eg LDP responses from the public were ignored by Cardiff.

Mr Jones did not feel that the Police were doing a good job dealing with scrambler bikes and was concerned about the recent armed response: PCC has no control over those agencies but had raised its concern about these incidents before and in this meeting.

5. **To consider and decide on any matters arising from the Public Session:** There were none.
6. **To discuss road and transport issues:** A meeting between PCC Members and Cardiff's Highways Department has been arranged for August 28. The Clerk will circulate a list of issues to raise.
 - a. Creigiau: weed control on roads has been carried out by Cardiff. Members noted that this has not been entirely successful and is a problem in Pentyrch.
7. **To receive reports from County Councillors:** There were none.
8. **To receive the Minutes of the Full Council meeting held on July 16 2018:** The minutes of the Meeting were proposed as accurate by Cllr Ellis Owen, seconded by Cllr Priday and agreed by all. They were signed by the Chairman.
9. **To receive the Minutes of the Finance Committee held on August 13 2018:** The minutes were proposed as accurate by Cllr Ellis Owen, seconded by Cllr Davies and agreed by all. They were signed by the Chairman.
 - a. With 2,127 electors in the Creigiau Ward it was **RESOLVED** to save some £3,000 from the cost of some £5,800 for a contested election by:
 - i. not issue polling cards at approx. £1,445 and to use the Community Link for Creigiau Ward
 - ii. having only one polling station at Creigiau Church Hall thereby saving some £1,300 by not having a mobile station at Star Lane, Capel Llanilltern for the 138 electors.
 - b. It was **RESOLVED** that PCC charge £32 for a two-hour grass cutting session and to plan for wild-flower areas in the grass it maintains. Any plans will be explained to the community.
 - c. It was **RESOLVED** to renew Sage tech support at £168/year.
 - d. The CRAMC Treasurer's Report was received.
 - e. Electrical work at 1 Penuel Road: It was **RESOLVED** to accept a quote of £700 for an electrical installation condition report for 1 Penuel Road.
 - i. A quote for installing LED lights and repairing the problem light in the building was referred to the Building and Estates Committee.
 - f. It was **RESOLVED** to order £400 of Ongar Loam for Creigiau Cricket Club as budgeted by PCC.
 - g. It was **RESOLVED** to approve the schedule of payments and receipts for August 2018 showing payments of £8,305.62 + £50,000 invested with CCLA and receipts of £464.
10. **To receive the Minutes of the Business Plan Committee meeting held on June 14 2018:** The minutes were proposed as accurate by Cllr Sherwood, seconded by Cllr Davies and agreed by all. They were signed by the Chairman.

11. To receive the Minutes of the Planning Committee meeting held on August 8 2018: The minutes were proposed as accurate by Cllr Rosser, seconded by Cllr Priday and agreed by all. They were signed by the Chairman.

- a. Llanilltern Village Update: Persimmon have appointed the service contractors for the development, GTC Utilities. Further updates on the gas connection works (which will be discussed with Cardiff Highways Officers), will be given to PCC in due course. Installing the new gas pipeline from one end only will prolong the works. This was referred to the Planning Committee for a formal response.
- b. Plasdwr: latest drop ins: all 4-7pm
 - i. Radyr New School Rooms 6.9.18
 - ii. Danescourt Primary School 26.9.18
 - iii. St Fagans Village Hall 8.10.18
 - iv. Fairwater Hub 25.10 18

12. To consider any matters arising from the Minutes not reported elsewhere: there were none.

13. To receive the report of the Clerk

- a. Pentyrch War Memorial : Our grant application was successful and cleaning work has been done. Repairs will be next.
- b. WW1 benches: these are now ordered and expected in 6-8 weeks so should be here before Remembrance Day. The Creigiau bench will be the Frog Pond in Creigiau. The Gwaelod y Garth bench will go on the corner of Nant y Garth/Main Road, facing the playing field. Consent may be needed from Cardiff.
 - i. The Pentyrch Hunt's bench at George's Corner has been replaced by the family.
- c. WW1 centenary: Remembrance Day 2018. We are contacting Rev Michael to see if he would like to expand this event to mark the centenary of the end of WW1 and include a rededication ceremony for the cleaned/repared memorial.
- d. Update on the path at Memorial Park: Advice is being sought from Cardiff and any works will go in budget for 2019-20
- e. Civic Reception: the Deputy Lord Mayor and his wife will attend. The invitation list is being updated.
- f. Litter Project: As part of our PCC programme to encourage people to come together to deal with litter, I'm delighted that Deb Hunt has successfully organised for a presentation to be carried out by Cardiff Council on Monday 8th October at Pentyrch Rugby Club, 7.00 p.m. We are publicizing this in our usual way but please share this information as we would like to get as many residents as possible in the Pentyrch area to attend and hopefully residents will take away this message and encourage others to share this with our local schools/clubs etc. The next litter-pick is on Saturday 27th October with the help from CCC 11.00 a.m leaving from Pentyrch Village Hall: to be confirmed.
- g. OVW: 29th September 2018, Annual Conference & AGM. The Clerk was asked to attend, perhaps with Cllr Harrison.
- h. Charter with Cardiff: no update yet and the Clerk will check.
- i. Standing Orders: working group to meet on Wednesday September 5 at 6:30.
- j. CRAMC: We are arranging a meeting to discuss the Memorandum of Understanding and proposed Lease.
- k. Mast update: nothing further.

Issues reported: fly tipping, over-grown footpaths, over-hanging trees, dangerous trees (not on PCC land)

14. Creigiau Ward Election: The Returning Officer agreed to the publication of the Notice of Election for the Creigiau Ward casual vacancy on Wednesday, 15 August, 2018. This is now in our noticeboards and online. If the vacancy is contested the poll would take place on Thursday, 20 September, 2018. As this is a stand-alone election Pentyrch Community Council will have to bear all costs in running the poll (contested or uncontested): some £25 and £3,000 respectively. If the election is contested, Cardiff will write to all the Capel Llanilltern residents explaining that they can vote at Creigiau Church Hall or by postal vote. PCC will pay for those letters which will be about £40.00. If only one candidate comes forward by the close of the nomination period (15 Aug – 23 Aug) then the election would be uncontested and the individual automatically elected with immediate effect.

15. To make authorisations for Cadw's pre-funding conditions for the War Memorial repairs: Having been successful in its application, PCC, as part of the grant conditions,:

- 15.1. **RESOLVED** that the Chairman and Clerk as Proper Officer are authorised to sign the award letter
- 15.2. **RESOLVED** that they sign the letter
- 15.3. Provide a copy of PCC's Financial Regulations and the grant project plan
- 15.4. **Confirmed** that PCC will upload information to the Cymru'n Cofio Wales Remembers 1914-18 website and acknowledge Welsh Government's financial support
- 15.5. **Confirmed** that PCC will follow branding guidelines and use the logo of Cymru'n Cofio Wales Remembers 1914-18 website
- 15.6. **Confirmed** all necessary consents have been obtained
- 15.7. **Confirmed** that PCC will pay the difference between the grant maximum of £2,142 and total project cost of £3,160 or £1,018.
- 15.8. **Confirmed** the Assurance Statement has been completed
- 15.9. Separately: treating the War Memorial with an Anticide to keep it clean for longer was referred to the September Finance Committee.

16. To discuss the draft Village Plan Questionnaire Report: this had been circulated in advance. The Clerk will send all comments from Members to CRC and ask for all responses to be split into villages, where possible. The Chairman will call an Extraordinary Meeting to discuss the whole document when the final version is received to build projects into the 2019-20 draft budget for November.

17. To receive an update on the Community and Town Council Review: a summary of the recommendations had been circulated. The Chairman and Clerk had attended an event on August 15 to discuss this. During the meeting a number of votes were held and of those 42 people present:

- 17.1. 100% agreed to more support for coverage of all of Wales by CTCs
- 17.2. 20% were against a boundary review; 80% in favour
- 17.3. 82% agreed that CTCs should deliver place-based services; 18% against (grass cutting, litter clearance, parks, playgrounds, sports fields)
- 17.4. 91.6% agreed CTCs could do more to engage their communities; 2.4% said they couldn't
- 17.5. 81% agreed Clerks should be professionally qualified; 19% said no
- 17.6. 92.5% agreed that all councillors should undertake a core package of training and repeat it regularly; 7.5% said no
- 17.7. 90.7% agreed that more needs to be done to encourage people to stand for election; 9.3% said no
- 17.8. 100% agreed that CTCs could do more to increase their visibility
- 17.9. The Chairman noted that much of what PCC has done recently aligns with many of the Panel's recommendations.

Members commented that online training would help especially for people who are working. The Chairman noted that all Members should be trained in Code of Conduct at the start of each Council term of office.

Mike Colley and Duncan Jones left the meeting.

18. To consider suggestions for Cardiff's Neighbourhood Renewal Scheme 2018: The Clerk was asked to draft an application for the September meeting to include:

- 18.1. Memorial Park path
- 18.2. Path from Creigiau Rec, past Creigiau Travel
- 18.3. Gwaelod y Garth's play area (managed by Cardiff)
- 18.4. Paths within estates: residents hedges/trees overhang and cause darkness and leaf litter

19. To discuss the future of 1 Penuel Road: MGY had given a reinstatement value of £240,000 to update the insurance.

- 19.1. Stair lift: PCC had received a generous offer to pay for a stair lift to make the upstairs of 1 Penuel Road more accessible. PCC was very grateful for this offer but first has to complete a fire assessment for the whole building. This was referred to the Building and Estates Committee.
- 19.2. Two quotes had been received for a fire risk assessment and it was **RESOLVED** to accept the quote from OVW at £410.

20. To decide on a new location for a PCC noticeboard and WW1 bench in Gwaelod y Garth: Cllrs Rosser and James suggested a noticeboard position with high foot-fall and will confirm this with the Clerk who will look into any necessary permissions. PCC has a noticeboard ready for installation. The bench was addressed above.

21. To consider the provision of play facilities by PCC: This was deferred to the September meeting.

22. To consider the provision of floral decorations by PCC: It was **RESOLVED** to explore the idea of PCC working in partnership with local gardening and other groups, including schools, to increase the floral decorations throughout our community. It will be included in next year's budget.

23. To decide on Eisteddfod congratulations to local residents: It was **RESOLVED** to write and congratulate Don Llewellyn, Carole Willis and Catrin Dafydd for the honours and awards bestowed on them at the Eisteddfod 2018.

24. To discuss consultations and guidance documents:

- 24.1. Delivery of housing through the planning system: Deadline October 10 2018. This was deferred to September
- 24.2. Welsh Government consultation on Petroleum Extraction Policy in Wales: Deadline September 25: PCC will support any submission made by the NWCG.

25. To discuss Brofiscin Quarry: It was **RESOLVED** to invite representatives from RCT, Pontyclun CC, Llantrisant TC and PCC to discuss this matter. The Clerk will also liaise with the NWCG.

Cllr Jones left the meeting

26. To discuss the work of the North West Cardiff Group: The group next meets on September 12.

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

28. To discuss planning matters not covered by the Planning Committee: all current applications will be discussed at the Planning Committee August 22.

Cllr James left the meeting

29. To receive reports from Councillors and Surgery Reports:

Councillor	Report	Action Taken
Stuart Thomas	Site meeting re Pentyrch footpath 17.7.18 OVW Area Committee 30.7.18 Finance Committee 13.8.18 CTC Review Panel Meeting 15.8.18 Community Link 102 preparation	
Chris Priday	Site meeting re Pentyrch footpath 17.7.18 Planning Committee 8.8.18 Finance Committee 13.8.18 Proof read Community Link 102 Maintenance of paths on estates where there is overgrowth from private gardens. Library	<i>To be raised with Cardiff</i>
Simon Davies	Site meeting re Pentyrch footpath 17.7.18	
Sandie Rosser	Planning Committee meeting 8.8.18 Bus services in Gwaelod y Garth which are still not completing the route and stopping at GyG Primary School. Cllr Hill-John has been asked to clarify who is responsible for the service. Condition of zigzag path between 13 Pentyrch and Main Road	<i>Informed Cllr Hill-John</i> <i>Informed PRow officer</i>
Mike Sherwood	Creigiau Ward Surgery 21.7.18; 18.8.18 Planning Committee 8.8.18 Residents were pleased the laurel hedge on Parc y Fro had been dealt with. Creigiau allotments holders found the new kissing gate at the Rec hampered their access. The footpath beside the Old Post Office is becoming hard to use by anyone with mobility issues. Litter bin(s) for Parc y Fro were requested.	<i>To be raised with CRAMC</i> <i>To be raised with Cllr Graham Thomas</i>
Wynford Ellis Owen	Site meeting re Pentyrch footpath 17.7.18 Finance Committee 13.8.18	

John Harrison	Site meeting re Pentyrch footpath 17.7.18 Planning Committee 8.8.18 Finance Committee 13.8.18	
Peter Jones	Planning Committee 8.8.18	

30. To discuss a leave of absence for a Councillor. This was a confidential matter from which the Press and Public were excluded as per the Public Bodies (Admission to Meetings) Act 1960: The Clerk gave an update to the meeting. It was **RESOLVED** to ask Cllr Sarah-Anne Evans to continue as its representative on the Governing body of Pentyrch Primary School.

Date of the next meeting: September 17 2018 at The Village Hall, Gwaelod y Garth, 7pm.

There being no other business, the meeting closed at 21:30

Chair_____ Date September 17 2018