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## Minutes of the full Council Meeting held at 7.00pm, 15 October 2018, at Gwaelod y Garth Village Hall

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

Also present: Cllr Gavin Hill-John; Cllr Graham Thomas; 5 residents from Gwaelod y Garth; 1 from Pentyrch  
In attendance: Helena Fox, Clerk

- 1. To receive apologies for absence:** There were none.
- 2. To receive any declarations of interest:** There were none.
- 3. To consider police matters:** A statement received 3.10.18 from Sgt Ben Gwyer was read by the Clerk: *"We are currently in the process of restructuring of available resources within the Neighbourhood Policing Team to provide a more robust and targeted response to the demands of our Communities. As a result of these ever changing demands, it has been decided that regrettably we are unable to provide Police attendance at Community Council Meetings. We are endeavouring to take a significantly more proactive approach to tackling issues within the Communities we cover. Unfortunately we are no longer able to accommodate these meetings alongside PACT, Cuppa with a Copper and other engagement opportunities that we utilise to ensure we communicate effectively with our communities. We will continue to forward the crime figures in time for the meetings and ensure that if issues are brought to our attention, that we can provide you with a response to those issues and plans going forward to reassure our Communities that we are aware and dealing with any problems arising. We thank you for your continued support of South Wales Police and us as a Neighbourhood Policing Team and we will ensure that we remain visible and effective at addressing the needs of our communities."*

Members were sorry to hear this news. It is hoped that police will attend Pentyrch Neighbourhood Watch and the Clerk will verify this. Better advertising of PACT meetings would help attendance and PCC can help with this. The Clerk will ask for the crime figures to be sent the Friday before each PCC meeting.

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

Residents from Gwaelod y Garth raised the following concerns:

- surface of the path from the Main Road bus stop over the bridge to Taffs Well.
- Zigzag path needs sweeping and has uneven surface.
- Playing field spoilt by dog mess: bins and signs are needed. The sports field is regularly used for sports and the local primary school.
- At the Main Road and Georgetown junction the grill over a surface water drain is blocked and is overflowing onto the road. This makes the road icy in winter and messy for walking school children.
- More daffodil bulbs.
- Main Road traffic: bollards outside the Gwaelod Inn have improved traffic flow. Speeding vehicles is a constant problem but it is hard to get evidence. Many children walk to school and traffic has increased through use of Gwaelod as a through route. Occasionally lost articulated trucks get stuck in the village, doing damage to parked cars. Signage for unsuitable vehicles could help. Traffic calming on Main Road could help. There are no pavements along parts of Main Road which forces children to walk in road alongside the speeding vehicles.

John Moore, Trustee of Pentyrch Sports Association and Chairman of Pentyrch Cricket Club raised several issues:

- it was thought that PCC had been a trustee of the PSA since 2006-2007 but there are no papers to verify this. The PSA would like to address this and/or ask PCC to accept a new invitation to become a trustee. The PSA is not a registered charity.
- Cardiff's consultation on dog fouling: the PSA have a serious issue with dogs fouling playing pitches. Would like to hear PCC's view and how any control could be monitored.
- Telecoms Mast at PSA: an agent has been appointed to represent the PSA to negotiate an agreement after a change of the law has substantially reduced the sums payable to the PSA. The planning process did not go smoothly but the developer was hard to deal with. The developers' delay has cost the PSA and PCC's support is sought to arrange a village meeting to update local people.
- Village signs at the entry to Pentyrch by Horeb/Spar could be improved with new signs and there is some financial help available from members of the PSA.

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

- a. Cllr Gavin Hill-John responded to the issues raised for Gwaelod y Garth since they were all Cardiff Council matters:
  - i. Footpath between bus stop and over bridge: Cardiff have looked at it and say it is in an acceptable condition but will increase cleaning. The Clerk will also report this via the Cardiff Members' Line.
  - ii. Zigzag: this is an ongoing issue and Cllr Hill-John received photographs and is asking for more frequent cleaning. PCC has also reported this more than once and had got two street lights repaired. The Members' Line can be used for an ongoing issue like this.
  - iii. Blocked road grill: this can be raised via the Members Line.
  - iv. Culvert at Nantygarth has been cleaned and a new grill will be installed that can monitor when it is blocked.
  - v. Pavements and speeding: there is always mixed feelings about speed humps. Cardiff prioritize roads based on their risk assessment and Gwaelod is not a top priority even though there are no pavements. It is very important to log any incidents with 101 and Cardiff otherwise there is no evidence of what has happened. For example, there are many complaints about fly-tipping but in fact the reported statistics show a very low rate for the PCC area - other areas have many many more reported incidents. This applies to all Cardiff-related and Police issues.
    1. Local people will be encouraged to use Fix My Street and Cardiff's own app.
    2. There has never been a Police speed van seen in Gwaelod and residents ask that this be arranged. Police are happy to train local people with speed guns. Cllr Hill-John will ask for the van to be put on the rota. But it may be that Main Road is not considered a safe place.
  - vi. Dog mess: Cardiff's consultation is out now but there is an issue with it and there has been a strong negative response to banning dogs from all parks all the time. The Cardiff Conservative Group opposes the consultation but wants more enforcement.
    1. PCC: decided not to respond to the consultation because of its bad wording and being overly punitive on all dog owners.
    2. This is a Cardiff Cabinet decision and there is some hope that public pressure will bring a new version.
    3. More bins can be asked for and Cardiff Parks Officers and PCSO can impose on-the-spot fines.
    4. The Chairman noted:
      - a. RCT provide dog bins and CCC asks people to use ordinary bins. Cardiff maintains that this does not break waste regs.
      - b. A traffic counter to monitor vehicle numbers could help confirm whether Gwaelod was being used as through route.

5. The PSA would be content if the exclusion is only on marked pitches that allows dog walkers access to the outer areas of the PSA site. Cllr Hill-John will talk through the consultation's wording with the PSA.
  - a. Cllr Harrison noted that it was the first time Cardiff has been positive in relation to dog fouling. On spot fines can be made in other areas for dog walkers without any waste bags and it is important to get the wording right so everyone can benefit.
- b. PSA response:
  - i. the issue of PCC's trusteeship will be discussed in November agenda. The Clerk and John Moore will exchange documents including PSA's constitution and any Memoranda of Understanding, rules, etc.
  - ii. Mast: The Chairman acknowledge previous concern from many local residents. PCC will attend any public meeting and the PSA will consider what role they would like PCC to play at the meeting. PCC will do anything it can to help and Mr Moore will contact the Clerk.
  - iii. Community Link: November 14 for next deadline can include a report on the Mast and inform residents.
  - iv. Entry sign to village: planning consent would be needed for a new sign and agreement with the landowner. Cllr Graham Thomas has some experience with this. PCC would support any enhancement. Cllr Hill-John will help identify the landowner.

Residents left the meeting.

#### **6. To discuss road and transport issues:**

- a. Repairs highlighted with yellow paint had not yet been done: The Clerk will ask Cardiff for the time-scale so work can be done before winter sets in. Cllrs Hill-John and Thomas will support.
- b. Gwaelod y Garth buses: The Clerk had written to the Cardiff Cabinet Secretary and a reply was awaited.
- c. HGVs and access to Radyr & Morganstown: the effects and equal treatment for PCC area:
  - i. Cllr Graham Thomas said a collective approach was needed.
  - ii. Need signs at Ynys Bridge and or before the bridge to say it is unsuitable for construction traffic to come via Pentyrch/Creigiau.
  - iii. Persimmon will be asked at the next liaison meeting to put up similar signs and there is time before that site is in full development. Proper consent will be requested.
  - iv. Redrow signs went up without consent and Cardiff gave retrospective consent but they have no legal force. The weight restriction is legally binding and only police and trading standards can enforce them. Oxford City Council use trading standards to enforce and Cllr Hill-John will send the Clerk information on this.
  - v. Planning conditions can and should say where construction traffic can go and the existing conditions will be checked.
  - vi. Church Road, Pentyrch weight limit starts at Acapella.
- d. Bus route 136/124: A resident had contacted the Chairman with a copy of their letter to Stagecoach and the Chairman had replied. PCC is very aware of the poor and expensive service on this route which residents commented on in PCC's Village Plan Questionnaire and the Clerk will follow this up.

#### **7. To receive reports from County Councillors:**

- a. Cllr Hill-John suggested that the next Llanilltern Liaison Meeting be based on Persimmon's availability. The S106 agreement is nearly ready for signing and then development should take off.
- b. The Chairman noted that the new Chair of Governors of Creigiau Primary School had been notified that the old school building fabric was assessed as category D, the portacabins are B

making the average C so Cardiff say there is no building maintenance needed. The Clerk will forward a copy of the assessment letter to Cllr Graham Thomas. Both Cllrs Graham Thomas and Gavin Hill-John will support the school in its campaign for better maintenance. Cllr G Thomas noted that there is a huge problem with the school estate across Cardiff and little money to deal with it.

Cllr Hill-John left the meeting.

- 8. To receive the Minutes of the Full Council meeting held on September 17 2018:** The Minutes were proposed as accurate by Cllr Sherwood, seconded by Cllr Priday and agreed by all. They were signed by the Chairman.
- 9. To receive the Minutes of the Planning Committee meeting held on September 19 and October 3 2018:** The minutes were proposed as accurate by Cllr Sherwood, seconded by Cllr Davies and agreed by all. They were signed by the Chairman. The Clerk was asked to follow-up on the installation of portacabins at The Laurels nursery and Ynys Bridge.
- 10. To receive the Minutes of the Finance Committee held on October 8 2018:** The minutes were proposed as accurate by Cllr Sherwood, seconded by Cllr Davies and agreed by all. They were signed by the Chairman. It was **RESOLVED:**
  - a. Not to purchase of a WW1 Tommy There but not There but it could be the subject of a grant request.
  - b. To wait until BT notifies the Council about changes to its business lines before moving to a Cloud phone system.
  - c. To approve 10 hours extra time for the Clerk in September.
- 11. To approve the Minutes of the Extraordinary Council meeting held on October 10 2018:** The minutes were proposed as accurate by Cllr Ellis Owen, seconded by Cllr Priday and agreed by all. They were signed by the Chairman. The meeting accepted the recommendations in principle subject to any budget decisions considered in November's Finance Committee.
- 12. To consider any matters arising from the Minutes not reported elsewhere:** there were none.
- 13. To receive the report of the Clerk**
  - a. Elections update: the Notice of Vacancies (3) was published on October 1 with a closing date of October 19.
  - b. Fire Assessment follow up: Fire Register: we now have to have a sign-in book for people spending significant time in the building. The Clerk and Admin Assistant will get fire safety training.
  - c. Pentyrch War Memorial: the meeting decided not to apply any anticide.
  - d. Memorial Park path: a site meeting is needed with Cardiff PRow officers.
  - e. Villages in Bloom: Creigiau 23: contact made by email but has not had a follow up.
  - f. WW1 Commemorative benches: The bench for Creigiau has been installed at the Frog Pond and has been much admired. The family's bench for Pentyrch has been installed at George's Corner. A suitable site in Gwaelod y Garth is being sought since Cardiff have H&S concerns about the bench design although the manufacturers assure them that this has been taken into consideration.
    - i. The Clerk will look into installing a regular bench for Ael y Bryn, Pentyrch.
  - g. WW1 Centenary Remembrance Day 2018. After a meeting with Rev Michael John the service this year will include a rededication of the Memorial and acknowledgement of the Centenary of the end of WW1. There will be a reading in English by the Chairman and also in Welsh.

- h. 1st Annual Pentyrch Scarecrow Competition will be held from Saturday October 27th - Sunday November 4th (Autumn Half Term). All proceeds will go towards redeveloping the Memorial Park (Park opposite The Lewis). There will be trophy for 1st 2nd & 3rd places (depending on how many entries we get!) #PentyrchScarecrows
- i. Charter: the final draft had been circulated and the Clerk was advised under delegated power to tell Cardiff that PCC accepts the draft.
- j. CRAMC: Meeting took place October 9 to discuss the Memorandum of Understanding and proposed Lease. Heads of terms were discussed and sent to CRAMC for their response and CRAMC have sent their suggestion to the working group. The next meeting will be arranged.

Issues reported: fly tipping, over-grown footpaths, over-hanging trees; dogs on sports fields, speeding, HGVs

Cllr Graham Thomas left the meeting.

- 14. To approve the schedule of payments and receipts for October 2018:** It was **RESOLVED** to approve the schedule of payments and receipts for October.
- 15. To review the draft Independent Remuneration Panel for Wales Report February 2019:** the Report was circulated in advance and is on the website. The Clerk explained which allowances were mandatory and optional. Mandatory allowances will be budgeted for. The Council may allocate optional allowances in the budget for next year. The Clerk will check the tax liability for councillors.
- 16. To consider a draft PCC Budget for 2019-20:** An early draft had been circulated in advance and the Clerk asked Members to submit any suggestions. The Staffing Committee will meet to assess staff hours and pay. PCC's timeline this year is to set a budget at the December 19 meeting.
  - 16.1. The Clerk will find out when the updated Band D equivalents will be available.
  - 16.2. It was **RESOLVED** to ask Cardiff for a detailed breakdown of Council Tax contributions received from PCC residents by Cardiff and to establish whether Council Tax bands are reassessed on houses that have been extended. Cllrs Gavin Hill-John and Graham Thomas will be asked to support this. PCC will make this a Freedom of Information request if necessary.
- 17. To decide on a Health and Safety Consultant:** It was **RESOLVED** that PCC needed professional guidance and the Clerk was asked to get more quotes and detail to put to an Extraordinary Meeting to be held next week.
- 18. To consider expenditure on fire doors at 1 Penuel Road:** It was **RESOLVED** to allocate up to £200 each for 3 HD30 fire doors with furniture to include handles, hinges and self-closers.
- 19. To approve updated Standing Orders:** It was **RESOLVED** to adopt the reviewed and updated Standing Orders.
- 20. To receive the final CTC Review Report:** This was received and will be discussed at the upcoming OVV Larger Councils' Meeting.
- 21. To discuss the future of 1 Penuel Road:** Cllr Harrison will contact Michael Graham Young over a commercial value for the building.
  - 21.1. The Clerk will discuss with staff making the ground floor accessible by removing the old police reception screen.
- 22. To discuss the Business and Village Plans for PCC:** dealt with above in Extraordinary Meeting.
- 23. To discuss consultations and guidance documents:** None

**24. To discuss Brofiscin Quarry:** The Clerk will arrange a meeting with other local councils to discuss next steps. Cllrs Sherwood, Harrison, Thomas and the Clerk will attend.

**25. To discuss the work of the North West Cardiff Group:** At the Metro and Me Conference, October 8 there was a call for integration of transport and land use planning. A new rail line to Llantrisant through Fairwater, Llandaff and Creigiau is listed though it is bound to be a long way off given the scale of work on Metro simply to electrify the Valleys lines. This will be reported to the next NWCG meeting.

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

26.1. Cardiff's dog control consultation from a resident: The Clerk will reply

26.2. Thank you letter from Don Llewellyn

26.3. Stagecoach bus service, cc PCC: the Chairman had replied

**27. To discuss planning matters not covered by the Planning Committee:** All current applications will be discussed at the Planning Committee on October 17.

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

Councillor	Report	Action Taken
Stuart Thomas	Planning Committee September 19, October 3 Finance Committee 8.10.18 Love Where You Live 8.10.18 CRAMC meeting 9.10.18 Extraordinary Meeting 10.10.18 Civic Reception October 14 2018	
Chris Priday	Planning Committee September 19, October 3 Pentyrch Neighbourhood Watch Pentyrch Village Hall One Voice Wales AGM 29.9.18 Library Extraordinary Meeting October 10	
Simon Davies	Planning Committee October 3 Finance Committee October 8 Love Where you Live October 8 Extraordinary Meeting October 10 Civic Reception October 14 2018	
Sandie Rosser	Bus services in Gwaelod y Garth Bench for Gwaelod y Garth Planning Committee October 3 2018 Ash trees at the Lan – possible die-back Zigzag footpath surface	

Mike Sherwood	Creigiau Surgery September 15 Planning Committee September 13, October 3 Finance Committee October 8 Love Where you Live October 8 Civic Reception October 14 2018	
John Harrison	Love Where you Live October 8 Extraordinary Meeting October 10 Civic Reception October 14 2018	
Jenna Quilter	Love Where you Live October 8 Extraordinary Meeting October 10 Civic Reception October 14 2018	
Wynford Ellis Owen	Finance Committee October 8 Extraordinary Meeting October 10 Civic Reception October 14 2018	
Sara Pickard	Civic Reception October 14 2018	

**Date of the next meeting: November 19 2018 at Gwaelod y Garth Village Hall, 7pm.**

There being no other business, the meeting closed at 21:45.

Chair \_\_\_\_\_ Date November 19 2018