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## PENTYRCH COMMUNITY COUNCIL



CYNGOR CYMUNED PENTYRCH

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### Minutes of the full Council Meeting held at 7.00pm, 18 February 2019, at Pentyrch Village Hall

**PRESENT:** Councillors Stuart Thomas (Chairman), John Harrison, Simon Davies, Mike Sherwood, Sara Pickard, Jena Quilter, Simon Roberts, Amanda Thorpe, Wynford Ellis Owen, Chris Priday, Karen Thomas

Mark Drakeford, AM  
Cllr Gavin Hill-John

Caroline Robertson and Elly Jones  
One resident

In attendance: Helena Fox, Clerk

1. **To receive apologies for absence:** Cllrs Sandie Rosser; Cllr Graham Thomas
2. **To receive any declarations of interest:** There were none.
3. **To discuss issues with Mark Drakeford, AM:** The following issues were raised and discussed:
  - a. Cardiff Metro: NWCG and Cardiff Civic Society had written to Mr Drakeford asking for a meeting with Transport for Wales to discuss re-opening rail stations to the west of Cardiff and out to Creigiau and beyond to help take traffic off roads. Mr Drakeford had received the letter and is setting up a meeting.
    - i. PCC asked whether rail would return to Creigiau and Mr Drakeford said that while a corridor of land along the old rail tracks has been protected in the LDP for this, it will be important to prevent obstacles arising in the meantime and to protect the corridor.
  - b. Post office in Pentyrch: the last news before Christmas was that the PO was still looking into reasons for the closure of the PO and discussions for reopening continue. But the long gap means that people may have got used to going elsewhere and usage might now be too low.
    - i. PCC councillors asked whether there could be a mobile PO or another village site?
    - ii. Mark Drakeford will follow up
  - c. Brofiscin Quarry: PCC had hosted a meeting with neighbouring community councils. The largest concern is that leachate has not been monitored since 2004 so no one knows whether there is reason to be concerned about pollution of the surrounding land and water courses. The group would like Natural Resources Wales to monitor the site again to give reassurance. Caerphilly CBC's mediation at the top of Nantgarw Hill was more comprehensive with leachate tanked away for processing but Brofiscin is more polluted and its leachate runs into local waterways.
    - i. Mark Drakeford is due to meet Natural Resources Wales for other purposes and will raise this and ask for some monitoring even if it is time-limited to see if more is warranted.
  - d. Community and Town Council Review: The Chairman reported considerable disappointment in Welsh Government's response to the Community and Town Council (CTC) Review Panel's recommendations.
    - i. Mr Drakeford noted that the 735 CTCs are of hugely different size, scope and ambition and it is hard to find a common set of proposals. Some of the Panel's recommendations could be taken forward immediately but others do not fit well with the smaller rural councils.

- ii. However, Mr Drakeford does not want to hold back the ambitions of the larger CTCs while the smaller councils' needs are considered
  - iii. The Welsh Audit Office report showed a worrying number of councils who are unable to account for the way they spend public money.
  - iv. Mr Drakeford is asking civil servants to work on how to allow the more able councils to proceed. This could include the Power of Competence as well as generally properly operating with a business plan and training programme.
- e. Creigiau Primary School: The school has concerns about accommodating pupils from Llanilltern Village since it is already using portacabins.
- i. Mr Drakeford has been assured by Cardiff that Fairwater schools can accommodate the extra pupils because they have spare places. The Local Health Board has a plan for a new primary care facility to be built in NW Cardiff: one of the existing local GP surgeries may take this over or there may be a new model. The completion and sale of new houses is running behind what the LDP assumed.
    - 1. The Chairman noted that the first new school on Plasdwr is 12 months behind and Persimmon will not have a house ready until towards the end of 2019, which is also about a year later than expected.

Cllr Gavin Hill-John joined the meeting

- f. Traffic problems: NW Cardiff residents are very unhappy about the problems caused by the LDP developments along Llantrisant Road.
  - i. Mr Drakeford was very aware of this. The LDP was approved, whether one agrees with the assumptions made in it. Cardiff Council provides an annual monitoring report on the LDP sites and the last report showed slightly more people using cars than expected and slightly fewer using public transport and far more people cycling.
  - ii. Councillors commented that local cycle facilities are poor and have been for a long time and that Wales is very behind the times, particularly for commuters. The topography of NW Cardiff is not conducive to cycling. Most cyclists are recreational bike groups rather than commuters and that makes roads like Heol Goch more dangerous for cars and bikes. There is also a lack of joined up thinking around the use and timing of developers' traffic lights on Llantrisant Road.
  - iii. Mr Drakeford noted that £750m is to be spent in the next 5 years on transport and this will change train and bus travel in Cardiff. Cardiff is late in its support of cycling but that is changing even compared with last 5 years.
  - iv. Cllr Hill-John noted that the individual developers are not always keen to work together on Llantrisant Road traffic control or on road works so the same bit of road can be dug up sequentially. Cardiff have found the developers hard to work with and to encourage cooperation.

**4. To discuss Brofiscin Quarry:** a meeting took place on February 5 at PCC office and is referred to above.

**5. To consider police matters:** The crime figures were not available for the meeting.

- a. There are 4 applications in from the PCC area for speed-watch camera training. It was raised at Pentyrch Neighbourhood Watch and residents are being encouraged to sign up. The Police are very keen for this to happen

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

- a. Caroline Robertson and Elly Jones: Report on Community Orchard  
Mrs Robertson had circulated a plan for a village orchard project in Pentyrch in advance. Local people expressed an interest in this idea in PCC's Village Plan Questionnaire (VPQ) Report. Mrs Robertson has completed a survey to register people's interest: 69 responses have been received so far and they are positive with all but 2 in favour in some way. People have

registered their specific support and there is enough to get the project off the ground. The proposal is to deliver a mini-project to test the interest and then move to a larger plot of land if things go well. Ms Jones noted that a community meeting is being held tomorrow night for further consultation on the mini-orchard idea and they will report back to PCC on how the meeting goes. Initially, an action group will be set up to start things going plus a meeting with Pentyrch Primary School.

PCC Members responded that this project was in line with the VPQ Report and PCC's initiative to encourage community ownership. A pilot is an excellent way to start. It will be important to identify the sites for the pilot and make sure that people living close by are aware and happy with the plans. If the pilot is successful, as PCC hopes it will be, the group will need to demonstrate sustainability and consider what might happen in the future should the project fail for any reason.

A piece on this project will be published in the next Community Link, due shortly.

This project could also act as a pilot for the neighbouring villages and join the other things happening under the Love Where You Live theme.

The Clerk confirmed that this project will very likely be included under PCC's insurance and will let the insurers know.

The project will report back to PCC before the March meeting.

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

- a. It was **RESOLVED** to support the £200 budget expenditure for the orchard.

**8. To discuss road and transport issues:**

- a. The meeting with Jason Lewis of Cardiff Highways will be re-arranged.
- b. Ynys Bridge roundabout: Cardiff are consulting on new pedestrian facilities and PCC will respond and publicize the consultation when it is received.

**9. To receive reports from County Councillors:**

- a. Cllr Hill-John reported as follows:
  - i. Church Road patching work requires a road closure on Sunday February 24. Star Lane has been selected as the diversion. Heol Pant y Gored is the usual diversion route but this has road works on it too.
    1. PCC commented that it had repeatedly asked Cardiff not to use Star Lane as a diversion route because it is completely unsuitable and not safe for such traffic.
    2. Cllr Hill-John will ask Highways if this can be changed.
  - ii. Parc St Catwg, Pentyrch will be resurfaced over the next two weeks.
  - iii. Bronllwyn, Pentyrch has been marked for repair and repairs should be done within 28 days of marking and Cllr Hill-John will check that this is still on schedule.
  - iv. The bigger the work the more it costs so sometimes roads are repaired before others to prevent deterioration and future increased costs. Work can vary between £2.60 or £60 per m<sup>2</sup>.
  - v. Bin collections: there are continuing problems with missed collections. Please contact Cllr Hill-John to escalate complaints rather than only using C2C. He needs to have an accurate picture of what has been missed to take effective action.
  - vi. Cardiff's budget for 2019-20 will include a 4.9% council tax rise. This is not as high as other councils since Cardiff got some extra funding from Welsh Government. People in community council areas sometimes think their council tax is higher than other parts of Cardiff but that is because of the community council precept, not Cardiff council tax which is constant across city tax bands.

- vii. Cardiff hopes to generate £4.5m through proactive services such as pest control, procurement services, asbestos training, waste collection.
- viii. Bus: services are coming up for tender. Cardiff has allocated funding for other Cardiff routes but not locally.
  - 1. PCC asked that the Gwaelod y Garth service tender includes a suitably sized vehicle. Could the routes for the 124 and 122 be swapped to give a better service to Creigiau?
  - 2. Cllr Hill-Joh will get a copy of the Gwaelod tender.

PCC asked Cllr Hill-John about the following:

- 1. Planning consent at the nursery at Ynys Bridge: the new portacabin was refused but is still there and the hedge not replanted.
  - a. Cllr Hill-John will follow up but said Cardiff's enforcement process is very slow, relying on one officer.
- 2. Georgetown, Gwaelod y Garth: was road condition checked?
  - a. Cllr Hill-John will follow up but thinks it was checked and was considered safe.

Cllr Gavin Hill-John left the meeting.

Mark Drakeford, AM left the meeting

- 10. To receive the Minutes of the Full Council meeting held on January 21 2019:** The Minutes were proposed as accurate by Cllr Sherwood, seconded by Cllr Thorpe and agreed by all. They were signed by the Chairman.
- 11. To receive the Minutes of the Planning Committee meeting held on January 30 and February 13 2019:** The minutes were proposed as accurate by Cllr Sherwood, seconded by Cllr Ellis Owen and agreed by all. They were signed by the Chairman.
- 12. To receive the Minutes of the Business Plan Committee meeting held on February 7 2019:** The Minutes were proposed as accurate by Cllr Thorpe, seconded by Cllr Sherwood and agreed by all. They were signed by the Chairman. The meeting had been unable to consider all the issues it wanted to discuss and a further meeting will be called shortly.
- 13. To receive the Minutes of the Finance Committee held on February 11 2019 :** The minutes were proposed as accurate by Cllr Ellis Owen, seconded by Cllr Sherwood and agreed by all. They were signed by the Chairman. It was **RESOLVED** to:
  - a. transfer £20,000 from the CCLA to PCC's current account. The redemption form was signed by the Chairman and Cllr Sherwood.
  - b. accept the quote from Quality Carpets to fit new carpet in the library only at £554.00 + VAT. A proper specification will be drawn up for the WC upgrade.
  - c. write a specification for compilation and printing of the Community Link with 4 issues a year, a specified contract length including regular reviews and break clause.
- 14. To receive the notes of the Llanilltern Village Liaison meeting held January 30 2019:** These were circulated in advance.
- 15. To receive the notes of the Creigiau Village Liaison meeting held February 12 2019:** These will be circulated as soon as possible.
- 16. To consider any matters arising from the Minutes not reported elsewhere:** these are included under each set of Minutes above for clarity. The Chairman thanked the Clerk for working through a recent bad cold.

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

- a. Electoral Boundary Review Briefing Invitation: Community Council Representatives Presentation - Local Democracy and Boundary Commission for Wales: Thursday, 28 March 2019 (5:00pm – 6:00pm). Cllr Quilter will attend and the Chairman if time allows
- b. Garth Rotary are starting a project to make Pentyrch a dementia friendly village. They hope to spread this to Gwaelod y Garth and Creigiau in due course. Pentyrch councillors will be approached to help with this and it may be raised at the Pentyrch Spring meeting on March 28.
- c. Keep Creigiau Tidy: on Saturday February 16, 80+ people attended and collected 60+ bags of rubbish and other items. This is an increasingly successful part of PCC's Love Where You Live Campaign.
- d. Memorial Park path: Taff's Well Quarry are will let PCC know their best suggestion solution shortly.
- e. Mast update: The PSA will publish an update statement in the next Link and it is on PCC's website.

**18. To approve the schedule of payments and receipts for January 2019:** It was **RESOLVED** to approve the schedule of payments and receipts.

**19. To review and update PCC Committee Terms of Reference and amend Standing Orders:** These were circulated in advance. Suggestions were made and the Clerk will present amended Standing Orders to the March meeting.

- a. It was noted that eight of the current twelve PCC Members are available for day-time committee and working group meetings. Day-time meetings mean that the Clerk can attend in regular working hours rather than returning to work in the evening but that not all Members can or the public.
- b. The increasing workload on the council needs to be balanced against resources for both Members and officers and PCC has to look at what it can and cannot manage.

**20. To appoint a PCC representative for the Lan Memorial Project, Gwaelod-y-Garth:** The Clerk had circulated background information on this local historical project. It was **RESOLVED** to appoint Cllr Simon Roberts as PCC's representative.

**21. To receive an update and make any necessary decisions re Penuel Graveyard:** It was **RESOLVED** that the transaction involving the surrender of part and variation of Lease over the land at Penuel Graveyard is being entered into by PCC for a consideration that is the best that can reasonably be obtained and accordingly satisfies S127 (2) of the Local Government Act 1972 in view of the fact that:

- PCC will retain much of the leased land;
- it will be released from a substantial liability in the form of an obligation in the current lease to rebuild a stone building and keep the land to be surrendered and the stone building in good repair;
- it will be granted access rights over the land to be surrendered and the stone building for maintenance and repair of the land being retained;
- the land to be retained will not in PCC's view be likely to be of less value than the combined value of the land being retained and the land being surrendered taking into account the above-mentioned rebuild and repair liability to be released when the transaction is completed;
- all of PCC's legal fees are being paid by the party to whom the land being surrendered by PCC (including the stone building) is to be transferred by the freeholder.

**22. To note that the Charter with Cardiff Council has been signed:** The Chairman had attended the signing ceremony at County Hall on January 14 2019. A copy of the Charter is displayed in PCC's office.

**23. To consider a metal-detectorist request for the Garth Mountain:** A resident had asked for permission to detect on the Garth and would follow the legal process for reporting anything valuable found. The Clerk was asked to discuss this with Don Llewellyn of the History Society and to establish

whether there is a Code of Conduct for detecting, and particularly the rules for protected land and scheduled ancient monuments. There were concerns raised about repair of any holes dug and risks to other users, disturbance of wildlife and insurance liabilities. The matter will be discussed again at the March meeting.

**24. To discuss consultations and guidance documents:**

- a. Pwyllgor Newid Hinsawdd, Amgylchedd a Materion Gwledig - Ymchwiliad i rhandiroedd | Climate Change, Environment and Rural Affairs Committee - Inquiry into allotments. It was **RESOLVED** to submit the following comments:
  - i. The best way to provide allotments in a community is by the formation of self-funding and self-managing groups who have been granted access to land owned by the council. This includes making the group responsible for its own insurance provision.
  - ii. The division of traditional sized whole plots into half plots or even quarter plots to accommodate the needs of the modern family is something that Creigiau Allotments embraced many years ago and is recommended.
  - iii. The waiting list for allotments in the PCC area is maintained by the allotment committee and waiting times can be variable up to a year. Currently 7 people are waiting.
  - iv. A social aspect should be encouraged at all allotments beyond the cultivation of the plots. Days out, social gatherings and fund raising for good causes all help to build a sense of community.
  - v. The use of social media/web site to promote and communicate about the allotment is advised but requires work.
  - vi. National Allotment Society membership is recommended. It can provide advice and basic allotment club members' insurance and is an invaluable source for keeping up with legislation and related matters, creating a voice and a community for plot holders in the UK.
  - vii. Consensus decision-making by plot holders within a well-defined framework and set of agreed rules is recommended.

There followed a discussion on PCC allotments. There had been previous attempts to set up an allotment group in Pentyrch. The Creigiau Allotment AGM is due on 21st February and as a result of the discussion will include the consideration of a Pentyrch Branch of Dynevor Gardening Association.

- b. Cardiff Council's Band B 21<sup>st</sup> Century Schools programme consultation on proposals to meet increased demand for secondary and special school places. It was **RESOLVED** to make no response.

**25. To receive an update on the North West Cardiff Group:** The group met on February 5 and notes of the meeting were circulated in advance. As discussed above, a joint letter from NWCG and Cardiff Civic Society has been sent to Mark Drakeford concerning the Metro. Reimbursement of a share of the secretariat costs is expected from St Fagans CC.

**26. To invoke S85 of the Local Government Act 1972:** Six months having elapsed since Cllr Chris James attended a PCC meeting or represented the council, his seat automatically falls vacant under the Act. Cardiff Council's Electoral Officer will be notified.

**27. To receive an update from OVW Larger Councils Meeting held February 6 2019:** The Chairman had circulated notes from the meeting in advance. These were received. The Chairman noted the following points:

- a. Future governance themes for external audit: 2018-19: compliance with Standing Orders and on Delegation to committees. 2019-2020: arrangements for making payments. 2020-2021: employment of staff and the Well-being of Future Generations Act.

- b. Review of Local Council Sector: There was disappointment that after such a comprehensive review of the Town and Community sector the response from Welsh Government was so inconclusive.
- c. Environment Act: There are budget implications before the end of the coming financial year under the Act but One Voice Wales have only now been included as consultees. Further guidance will be issued shortly
- d. Training: One Voice Wales intend putting 5 online training modules in the near future
- e. Councillor Allowances – HMRC: The latest information is that these allowances are taxable. This case is still being argued but in the meantime the allowances should be paid via a council's payroll with a basic rate tax code.

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

- a. Independent Remuneration Panel for Wales Annual Report - February 2019

**29. To discuss planning matters not covered by the Planning Committee:** There were none.

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

Councillor	Report	Action Taken
Stuart Thomas	<p>January Main Meeting  Charter Signing 14.1.19  OVW Area Meeting 14.1.19  Planning Committee January 30  Llanilltern Liaison Meeting 30.1.19  Finance Committee 11.2.19  Brofiscin Quarry meeting 5.2.19  NWCG 5.2.19  OVW Larger Councils Meeting 6.2.19  Business Plan Committee 7.2.19  Creigiau Recreation Area meeting 12.2.19</p> <p>The relationship between PCC and the Pentyrch Sports Association has not been formally established. The PSA does not seem to be a registered charity or company limited by guarantee.</p>	
Chris Priday	<p>Library  Planning Committee February 13 2019  Creigiau Recreation Area meeting 12.2.19</p> <p>At the Pentyrch Village Hall AGM on March 11th. The current Chairman will be standing down.</p>	
Simon Davies	<p>January Main Meeting  Planning Committee January 30, February 13  Business Plan Committee 7.2.19  Finance Committee 11.2.19</p>	
Sandie Rosser	<p>Planning Committee February 13</p>	

Mike Sherwood	<p>January Main Meeting          Planning Committee January 30, February 13          Finance Committee 11.2.19          Brofiscin Quarry meeting 5.2.19          NWCG 5.2.19          Business Plan Committee 7.2.19          Creigiau Recreation Area meeting 12.2.19          Creigiau Surgery 16.2.19</p>	
John Harrison	<p>January Main Meeting          Brofiscin Quarry meeting 5.2.19</p> <p>Can a bench be placed in Ael y Bryn?</p>	<i>The Clerk will check.</i>
Jenna Quilter	<p>January Main Meeting          Llanilltern Liaison Meeting 30.1.19          Creigiau Recreation Area meeting 12.2.19          Keep Creigiau Tidy group          Creigiau Primary School governor</p>	
Wynford Ellis Owen	<p>January Main Meeting          Finance Committee 11.2.19          Creigiau Recreation Area meeting 12.2.19</p> <p>Cardiff Road/Queen Charlotte Drive: dangerous holes along the centre of the road.</p>	<i>Report to Cardiff</i>
Simon Roberts	January Main Meeting	
Amanda Thorpe	<p>January Main Meeting          Love Where You Live: Creigiau          Planning Committee 2.1.19          Creigiau Recreation Area meeting 12.2.19          January Creigiau Councillor Surgery 19/01/19          Love Where You Live: Committee meetings 20/01/19, 15/02/19          Love where you Live: Community Litter pick with Keep Wales Tidy &amp; Sustrans 16/02/19</p>	
Karen Thomas	Planning Committee January 30	
Sara Pickard	January Main Meeting	

**31. Date of the next meeting: March 18 2019 at Pentyrch Village Hall, 7pm.**

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

Chairman \_\_\_\_\_ Date: March 18 2019