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## Minutes of the full Council Meeting held at 7.00pm, 15 April 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, Karen Thomas

Two residents

In attendance: Helena Fox, Clerk

1. **To receive apologies for absence:** Cllr Sandie Rosser, Chris Priday; Cllr Gavin Hill-John, Cllr Graham Thomas
2. **To receive any declarations of interest:** There were none.
3. **To receive an update on the vacancy in the Gwaelod y Garth Ward:** There was one expression of interest but no one came forward for co-option after formal advertisements on our noticeboards and website. This will be advertised in the next Community Link.
4. **To consider police matters:** The crime figures were circulated in advance for incidents since 18.3.19:  
**Creigiau**  
1 x damage – person identified however support for prosecution declined by reporting person  
1 x theft – theft from Tesco – ongoing enquiries  
1 x RTC – cyclist knocked of pedal cycle by vehicle, no major injuries  
**Pentyrch**  
4 x Anti-social behaviour – 2 x same person identified ASB referrals issued, 2 x youth annoyance  
2 x theft – lead and other metal theft stolen from same commercial property  
1 x Attempted burglary – reported as a burglary however on attendance it is believed that garage door has been damaged by a vehicle hitting it – reclassified as damage  
**Gwaelod y Garth**  
1 x theft – theft of lead  
1 x damage – garage door kicked  
**Other**  
The Police have 7 completed applications for Community Speed Watch for Pentyrch/Creigiau which have been submitted for vetting with one outstanding. There will be further updates in due course as vetting will take some time due to new recruits taking priority. If there are any further CSW volunteers or other queries from the meeting please let the Police know.  
  
Cllr Sherwood reported that there had been a second HGV survey in Pentyrch with a number of vehicles stopped and some ticketed.  
  
Cllr Harrison volunteered for Community Speed Watch Training.
5. **Public Session (length of adjournment at Chairman's discretion):** There was none.
6. **To consider and decide on any matters arising from the Public Session:** There were none.

Cllr Roberts joined the meeting

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

- a. Robin Hill/A4119 junction: works were not completed by the 14<sup>th</sup>. Cardiff said that they will be in place for at least another week due to the chlorination pit that needs to be left open. However, the section of the lights will be shortened to minimise further disruption. The Easter holidays may lessen the volume of traffic so this should ease any congestion.
- b. The Clerk has asked for 20mph road roundels at the top of Heol Goch. Residents say cars are still speeding over bumps.
- c. Hedge trimming: needed from the chevron bend on Heol Pant y Gored to the 2 lay-bys; Heol Goch continues to need work and the Clerk will raise this again with Cardiff.
- d. PCC will check with Persimmon for an update on the gas pipeline.
- e. Bus stop at entrance to Queen Charlotte Drive on the route into Cardiff: Cardiff said there was insufficient room but PCC challenges this: there is room a little further down the road.

**8. To discuss Strategic Site E:** PCC has been advised by Cardiff that this site will now be developed. As a first stage, there will be a month-long community consultation in the summer with an outline planning application to follow. The site is provisionally for 650 homes but this is also a site where there is considerable opportunity for the community and PCC to discuss creative development as well as community gain and on development of the site itself. PCC will need to work very closely with Cllr Graham Thomas. PCC's Village Plan Report is evidence of community need.

8.1. PCC's Business Plan Committee will meet to draw up a list of priorities for the May meeting

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

9.1. Cllr Gavin Hill-John sent in the following: Regarding the bus in Gwaelod: Cardiff are looking at a number of options which may include a shuttle bus, a mini bus, or a dial a ride service. This is a positive move and shows that the Council are looking at options. All will involve considerable investment by the Council. There are many factors involved in this; among them is the desire to allow residents to go to ASDA but there is no requirement to provide a supermarket bus.

**10. To receive the Minutes of the Full Council meeting held on March 18 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.

**11. To receive the Minutes of the Planning Committees meeting held on March 27 and April 10 2019:** The minutes were proposed as accurate by Cllr Sherwood, seconded by Cllr Davies and agreed by all. They were signed by the Chairman.

**12. To approve the Minutes of H&S Committee meeting held on April 1.** The minutes were proposed as accurate by Cllr Thorpe, seconded by Cllr Thomas and agreed by all. They were signed by the Chairman. Cllr Priday was approved as Vice Chairman at the committee meeting.

**13. To receive the Minutes of the Finance Committee held on April 8 2019:** The minutes were proposed as accurate by Cllr Ellis Owen, seconded by Cllr Davies and agreed by all. They were signed by the Chairman. It was **RESOLVED**:

- a. To renew PCC's vehicle insurance quote of £459.69 from Came & Co.
- b. To adopt an Investment Policy with the increase from £50,000 to £200,00 invested with CCLA.
- c. To adopt a Reserves Policy with the general fund based on revenue not gross expenditure.
- d. To buy a purpose-designed dog waste bin at some £300 to be installed at the Rec entrance gate which PCC would empty: 8 in favour; 2 against
- e. The Clerk was asked to check costs for bilingual signs for the Rec that ask dog owners to use the bin and keep dogs off the pitches, similar to that for the Pentyrch Sports Association. It was **RESOLVED** that the Finance Committee be given delegated powers to spend up to £1,000.
- f. To approve overtime for the Clerk: 17.55 extra hours for March.
- g. To write off, with RFO agreement, £56.53 to bring the year end sum to zero.

**14. To receive an update on the Creigiau Recreation Area Next Steps Group:**

- a. The 3<sup>rd</sup> meeting was held on 10.4.19 and plans are progressing with group members preparing aspects of the new documents and researching the best new legal entity to manage the site.
- b. The 4<sup>th</sup> meeting will be held on 1.5.19 at 7pm.

**15. To receive an update on PCC's spring community meetings:** Notes from all three meetings were circulated in advance. Most of the issues raised were county council issues and the County Councillors will be sent copies. The Clerk thanked Deb Hunt for her considerable work in organizing these meetings and encouraging attendance by the public.

- a. The notes will inform the PCC Business Plan Committee
- b. Gwaelod: A large log blocking access to a post box has been moved and the post box opened. Residents have expressed their thanks.
- c. It was **RESOLVED** that PCC will plant a tree if one needs to be removed. The Woodland Trust can provide free native trees.
- d. The Clerk will write to Cardiff that the play area in Creigiau needs attention because the grass has died again.

**16. To consider any matters arising from the Minutes not reported elsewhere:** these are included under each set of Minutes above for clarity.

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

**18. To approve PCC's reviewed budget for 2018-19:** On the advice of the Internal Auditor the budget was reviewed and amended based on actual expenditure towards the end of the year. It was **RESOLVED** to approve the amended budget.

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

9.2. Community Engagement projects

- Gwaelod y Garth
  - PCC Spring Meeting March 21
  - Village Litter Pick :
  - April 13 with Deb c15-20 bags. With KWT
- Pentyrch
  - PNW April 10
  - PCC Spring Meeting March 28
  - Village Litter Pick : April 6
  - Garth Rotary : 14.4.19: quarry woodlands litter pick: 25-30 bags
  - Pentyrch: Heol Danyrolyn and Fairmeadow residents organized their own and gathered up large waste and 6 pink bags
- Creigiau
  - Cuppa with a Copper and PCC Surgery April 20
  - PCC Spring Meeting April 4
  - Village Litter Pick : April 27

9.3. PCC thanked Deb Hunt for all her work in this: setting up the events, building village links, making contacts with Cardiff and attending many of them.

9.4. PCC won a Commended award for its Community Engagement award for our Village Plan work.

9.5. Meeting with Cardiff to discuss Council Tax Banding and Precept: This took place and answered a number of questions. CCC are happy to work with CCs to make this clearer and some notes are expected.

9.6. Footpaths: Cardiff have visited the paths below and find no issues with them. Any hedges/trees have to be over 8 feet before Cardiff takes action. However, some of the problems are around obscured lights, fences that lean badly and vegetation overgrowing into the alleyways. Cardiff's comments were:

*Footpath Heol Y Pentre to Bryn Yr Eglwys and Penffordd = No issue*

*Footpath Pant Glas towards the Kings Arms = No issue*

*Ael-y-Bryn and Bronllwyn and Penmaes = No issue*

*Cefn Bychan to Heol Goch (Pentyrch Hill) = Not adopted*

9.7. Memorial Park path: No news from the quarry as of April 15. The Royal British Legion confirm that PCC does not need to ask their consent but they would like to see any designs/drawings for the scheme. PCC will seek official quotes and prepare to move ahead with the project. The quarry will be asked again for its help and the Clerk will follow up with Persimmon. Mike Colley is helping with this.

9.8. Mast update: the PSA's agent is looking into similar scheme around the country to compare the remuneration being offered but the cost of the agent has to be met.

**20. To receive a report from PCC's governor at Pentyrch Primary School:** This was deferred to the May meeting.

**21. To receive a report from PCC's governor at Creigiau Primary School:** Cllr Quilter had provided a report which was circulated in advance. Cllr Quilter will have completed all of her mandatory training by May 2. A meeting with the Chair of the Board will be arranged on how the Council can be of assistance to the school.

**22. To discuss PCC's participation in the Creigiau Carnival:** At the recent Creigiau Spring Meeting PCC's involvement in the Carnival was discussed and was asked to promote participation throughout its area.

22.1. It was **RESOLVED** that PCC participate on the day with Members running a PCC stall and the office will promote the Carnival through Facebook.

**23. To discuss councillor representation in the PCC area:** The Chairman noted that representation across the three PCC Wards is not balanced. Looking at the figures from Cardiff regarding the number of properties and electors in each ward it appears that Creigiau has 1,074 properties with 2,143 electors and PCC 5 members and Pentyrch has 999 properties with 1,907 electors and 6 PCC members. There are some 1,500 new homes at the Persimmon site and 650 at Site E to come, both in the Creigiau Ward. This topic has been raised at council several times in the past and PCC has written to Cardiff to increase representation for Creigiau and now updated figures are available.

23.1. It was **RESOLVED** to request a meeting with Electoral Services to discuss this issue and coming changes to the PCC Creigiau Ward. 8 in favour and 2 against (because this involves an extra meeting rather than a letter from the Clerk).

**24. To receive an update and make any necessary decisions re Penuel Graveyard:** There was nothing to report.

**25. To discuss Brofiscin Quarry:** PCC has had a response from NRW saying they are happy with how the clay cap is working following a check in March. But PCC wants them to monitor the bore holes so will be asking for that.

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

- a. Review of Polling Districts, Polling Places and Polling Stations: It was **RESOLVED** that PCC respond saying they are content with the current arrangements and that there should be no reduction due to the increased population in the Creigiau Ward where alternative arrangements for the Star Lane portacabin will be needed. The Review will be publicized on Facebook.
- b. Local Democracy and Boundary Commission for Wales: This involves Cardiff Council Wards and Members only. Cllr Quilter had attended an event held by Cardiff. In the PCC area, the Creigiau Ward is most likely to be affected. It is proposed to increase the ratio from 3,000:1 from 4,000:1 for County Councillors.
  - i. This involves numbers of residents but also local issues where a boundary change might mean that, say, a locally important road junction could be added to a Ward. This cannot be based only on emotional attachments but physical issues.
  - ii. It was **RESOLVED** to set up a task and finish group to bring proposals to the May meeting: Cllrs Quilter, S Thomas, K Thomas, Thorpe. The Clerk will ask Electoral Services about the updated statistics.
  - iii. The 12 week consultation period began 2 April, 2019 and closes 24 June, 2019. After this date the Commission will prepare Draft Proposals for the electoral arrangements for the City and County of Cardiff. This will present a further opportunity for comments and representations to be made.

**27. To receive an update on the North West Cardiff Group:** A meeting was held between NWCG, Cardiff Civic Society with Mark Drakeford, and James Price of Transport for Wales to discuss the Metro in NW Cardiff. The NWCG met 2.4.19. Notes for both were circulated in advance.

- a. It was **RESOLVED** that PCC contact ITV Wales to raise this issue with them.
- b. It was **RESOLVED** that PCC write to Mark Drakeford and Transport for Wales strongly in support of reopening the rail line and expressing disappointment that it was not included in Cardiff's LDP or in phase 1 of the Metro.

Cllr Davies left the meeting.

- c. It was **RESOLVED** that PCC write to The Wellbeing of Future Generations Commissioner to raise concerns about air pollution from the LDP development. And to contact Plasdwr PR.

**28. To consider any correspondence received and not reported elsewhere:** A resident asked Cardiff for repairs to the road surface and a bus shelter at the Memorial Park bus stop in Pentyrch and sent copies of letters to Gavin Hill-John. PCC is asked to support.

- i. It was **RESOLVED** to support this request.

**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	18/03/2019 Full Council	
	19/03/2019 Brofiscin Meeting	
	21/03/2019 Community Meeting Gwaelod y Garth	
	27/03/2019 CCC meeting re Council Tax	
	27/03/2019 Planning Committee10/04/19	

	<p>28/03/2019 OVW National Award Conference</p> <p>28/03/2019 Community Meeting Pentyrch</p> <p>01/04/2019 H&amp;S Committee</p> <p>01/04/2019 Visit St. Fagans CC with Chair of Standards &amp; Ethics</p> <p>02/04/2019 North West Cardiff Group</p> <p>04/04/2019 Community Meeting Creigiau</p> <p>08/04/2019 Finance Committee</p> <p>10/04/2019 Planning Committee</p>	
Chris Priday	<p>March Main Meeting</p> <p>Finance Committee</p> <p>Pentyrch Village Hall Committee</p> <p>H&amp;S Committee 1.4.19</p> <p>Planning Committee 10.4.19</p> <p>Pentyrch Spring Meeting 28.3.19</p> <p>Pentyrch Neighbourhood Watch 10.4.19</p> <p>21/03/2019 Community Meeting Gwaelod y Garth Library</p>	
Simon Davies	<p>March Main Meeting</p> <p>Finance Committee 8.4.19</p>	
Sandie Rosser	<p>March Main Meeting</p> <p>21/03/2019 Community Meeting Gwaelod y Garth</p>	
Mike Sherwood	<p>March Main Meeting</p> <p>H&amp;S Committee 1.4.19</p> <p>NWCG 2.4.19</p> <p>Planning Committee 10.4.19</p> <p>Creigiau Rec Next Steps Group 10.4.19</p> <p>Finance Committee 8.4.1919</p>	
John Harrison	<p>Main Meeting</p> <p>Pentyrch Spring Meeting 28.3.19</p>	
Jenna Quilter	<p>March Main Meeting</p> <p>Electoral Review meeting 28.3.19</p> <p>Creigiau Spring Meeting 28.3.19</p> <p>H&amp;S Committee 1.4.19</p>	
Wynford Ellis Owen	<p>March Main Meeting</p>	

	Creigiau Spring Meeting 28.3.19 H&S Committee 1.4.19 Finance Committee 8.4.13 Creigiau Rec Next Steps Group 10.4.19 Pentyrch Spring Meeting 28.3.19	
Simon Roberts	March Main Meeting Pentyrch Spring Meeting 28.3.19	
Amanda Thorpe	March Main Meeting H&S Committee 1.4.19  Training: Code of Conduct	
Karen Thomas	Pentyrch Spring Meeting 28.3.19 Planning Committee 27.3.19 and 10.4.19	
Sara Pickard	Pentyrch Spring Meeting 28.3.19	

**31. Date of the next meeting: May 20 2019 at The Pavilion, Creigiau Recreation Area, 7pm.**

There being no other business, the meeting closed at 21:22.

Chairman \_\_\_\_\_ Date: May 20 2019