



Minutes of the full Council Meeting held at 7.00pm, 20 May 2019, at The Pavilion, Creigiau Recreation Area

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

Cllr Graham Thomas

In attendance: Helena Fox, Clerk

- 1. To receive apologies for absence:** Cllr Gavin Hill-John
- 2. To receive any declarations of interest:** There were none.
- 3. To consider police matters:**
 - a. There were reports of problems with dogs: sheep-worrying on the Garth and reported dog bite in a local park. The PCSO will be notified.
 - b. The Police distributed information about security of premises at the Creigiau Coffee Morning. There have been recent thefts from unlocked premises.
 - c. There has been a recent scam about problems with rats.
 - d. A cross-bow bolt was found on the Garth in Gwaelod y Garth and a trip wire on a footpath. This will be reported to the Police.
- 4. Public Session (length of adjournment at Chairman's discretion):** There was none.
- 5. To consider and decide on any matters arising from the Public Session:** There were none.
- 6. To discuss road and transport issues:**
 - a. Creigiau : corner of Cardiff Road and Parc y Bryn: the street sign will be replaced.
 - b. Pavement by bus stop Bronllwyn to Pentyrch Village Hall needs re-surfacing and is very uneven. The Clerk will report this to Highways.
 - c. Cardiff Road, Creigiau: the surface is still poor and needs repair
 - d. Heol St-y-Nyll: the Vale have resurfaced their section of the road but the Cardiff section is in very poor condition. Cllr Graham Thomas will follow up on this.
 - e. Bus shelters: The Clerk will follow-up on the Queen Charlotte Drive site and one for Ffordd Dynefwr, opposite the Frog Pond.
 - f. Ty Nant Road, opposite Smokey Cot: there is a leaning tree that needs attention.
- 7. To receive reports from County Councillors:**
 - 7.1. Cllr Graham Thomas reported that residents had raised the need for a bus stop by the Frog Pond where a lot of school children wait.
 - 7.2. Strategic Site E: has met with Simon Gilbert of Cardiff and plans are quite advanced. DPP, the developer, want to meet with PCC to discuss this. It may affect Creigiau more than the Persimmon site. There will be a public consultation and perhaps a public meeting in the Church Hall. The site will be very much an extension of the existing village. It will be important to consider S106 projects for Creigiau to come from this.
 - Cllr Stuart Thomas noted that PCC's Village Plan Report will be important for compiling a list of possible projects and would like do this as soon as possible and then meet with Cardiff.

This can be discussed at the Business Plan Committee scheduled for May 29. The Clerk will arrange a meeting with Cardiff and Cllr Graham Thomas.

7.3. Creigiau Quarry Liaison: this is set for 5.6.19 at PCC offices.

7.4. Persimmon Liaison meeting : there was no update on the signage re HGVs in the villages. The next meeting will be arranged.

7.5. Creigiau Carnival : the new Lord Mayor will be invited along with Mark Drakeford, AM. All PCC Members have been invited and Cllr Thomas will present prizes.

8. To receive the Minutes of the Full Council meeting held on April 15 2019: The Minutes were proposed as accurate by Cllr S Thomas, seconded by Cllr Ellis Owen and agreed by all. They were signed by the Chairman.

Cllr Graham Thomas left the meeting.

9. To receive the Minutes of the Planning Committees meeting held on April 24, May 8 2019: The minutes were proposed as accurate by Cllr Priday, seconded by Cllr Davies and agreed by all. They were signed by the Chairman.

10. Matters arising:

10.1. The Clerk was asked to write to Cardiff after Cardiff reported it did not share PCC's concerns about Pentyrch footpaths. Cardiff will be asked whether it will accept liability and responsibility if there is an accident.

11. To receive the report of the Clerk

11.1. Gwaelod y Garth vacancy: one enquiry has been received. The vacancy is advertised on the next Community Link front page with a deadline of June 13 for a decision at the June meeting.

11.2. Link 105 is being put together and should be out in a couple of weeks

11.3. Memorial Park path: the quarry is awaiting a final decision on its possible involvement. Chris Priday and the Clerk will attend the regular quarry liaison meeting this Wednesday.

11.4. Site E: waiting for meeting dates with the developer/landowner.

11.5. Community orchard: Caroline Robertson has been gathering more active support for this. Possible sites will be chosen and, if PCC is happy with them, presented to the community.

11.6. Mast update: nothing has been heard from the developer since the last meeting.

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

13. To increase the Deposit Account to match Ear-marked Reserves: PCC previously decided that the EMRs should match the sum on deposit in the Co-Operative Bank Account. At the start of this new financial year, the EMRs are £49,392. Increasing the Deposit account from £18,809 will mean a transfer from CCLA of £30,583 to match £49,392. It was **RESOLVED** to transfer £30,583 to the Deposit Account.

14. To approve expenditure on tools and machinery: In order to make good progress in up-dating PCC's tools and equipment, including a move to battery powered, where practical, it was **RESOLVED** to delegate to the Clerk the authority to spend up to the budgeted sum of £1,500 plus £600 in ear-marked reserve. It is important that the kit is robust enough and that any old equipment is disposed of or sold.

15. To approve an extension to the Memorandum of Understanding with CRAMC: CRAMC would like to extend the MoU until the new legal entity and arrangements are in place. Cllr Sherwood updated the meeting on the plans to restructure the management of the Creigiau Recreation Area. There will be a Next Steps Group meeting on May 23 to which all the potential new trustees have been invited. The meeting will discuss the Lease and plans for managing the area. The existing MoU needs to continue to run until the new body comes into being.

15.1. It was **RESOLVED** to extend the Memorandum of Understanding to March 31 2020.

16. To approve the proposed CIO for Creigiau Recreation Area management: this was not ready for approval.

16.1. The Clerk had received two quotes for valuation of the Pavilion and was asked to seek a third.

16.2. It was **RESOLVED** to delay the feasibility study until the CIO is established.

16.3. It was **RESOLVED** not to undertake an asbestos survey.

16.4. The Clerk will get quotes for electrical, Legionella and fire assessments.

17. To consider purchase of equipment for Memorial Park

17.1. PARC have made great progress with their project to work with PCC on providing new play equipment. Dave Christopher of PARC showed a model of the proposed upgrade to Cllr Sherwood and the Clerk.

17.2. It was **RESOLVED** to match fund PARC at the ratio of 50:50 up to £4,500 (a total spend of £9,000) for new wooden adventure play equipment. Maintenance will be the responsibility of PCC.

16. To receive an update and make any necessary decisions re Penuel Graveyard: There has been considerable delay due to problems from the other side. The Clerk advised the meeting that it could be possible to speed things up if PCC agreed a sum of £300 for its solicitor's fees to cover some extra time. Having previously accepted that all legal costs would be met by the other side, it was **RESOLVED** not to follow the Clerk's recommendation and not to agree expenditure on legal costs to move this matter on.

19. To approve Motions for One Voice Wales AGM: There were none.

20. To discuss consultations and guidance documents:

20.1. Review of Polling Districts, Polling Places and Polling Stations

20.2. Local Democracy and Boundary Commission for Wales

20.3. A working group of Cllr S Thomas, Quilter and Thorpe met on May 17 and recommended:

- there be 1 county member for a new Creigiau Ward and that St Fagans be separated into its own new Ward.
- PCC to increase by 1 member for the Creigiau Ward to even out the number of members and allow for expansion of Creigiau from the LDP development.

20.4. It was **RESOLVED** to approve these recommendations. The Clerk will write to Cardiff and the Boundary Commission.

21. To discuss Brofiscin Quarry – The Clerk is to request a meeting with NRW.

22. To discuss the work of the North West Cardiff Group: nothing new to report. St Fagans CC have sent PCC £459 being a third share of the secretariat costs to 31.3.19.

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

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

25. To receive reports from Councillors and Surgery Reports:

Councillor	Report	Action Taken
Mike Sherwood (Chairman)	20 April - Creigiau Ward Surgery and Report 24 April Planning Committee 1 May Creigiau Rec Next Steps 8 May Planning Committee	

	<p>8 May meeting on CIO re Creigiau Rec</p> <p>13 May Finance Committee (cancelled)</p> <p>16 May Meeting with potential Creigiau Rec trustees</p> <p>18 May Creigiau Ward Surgery and Report</p> <p>May 20 : Annual Meeting</p>	
Stuart Thomas (Vice Chairman)	May 20 : Annual Meeting	
Chris Priday	<p>May 8 : Planning Committee</p> <p>May 20 : Annual Meeting</p>	
Simon Davies	<p>April 24, May 8 : Planning Committee</p> <p>May 20 : Annual Meeting</p>	
Sandie Rosser	<p>April 24, May 8 : Planning Committee</p> <p>May 20 : Annual Meeting</p> <p>It has been reported that a driver of the 11:30 NAT bus will not come to Gwaelod if he is running late.</p>	<i>The Clerk will contact Cardiff and NAT</i>
John Harrison	May 20 : Annual Meeting	
Jenna Quilter	May 20 : Annual Meeting	
Wynford Ellis Owen	May 20 : Annual Meeting	
Simon Roberts	<p>May 20 : Annual Meeting</p> <p>Pavement by bus stop Bronllwyn to PVH needs re-surfacing and is very uneven.</p>	<i>Reported to Cardiff</i>
Amanda Thorpe	<p>Main PCC meeting 15/04/19</p> <p>Health and Safety Committee 01/04/19</p> <p>Keep Creigiau Tidy Meeting 12/04/19 & Community Litter Pick 27/04/19</p> <p>Community Group First Aid Course 03/04/19</p> <p>Meeting with C3SC 30/04/19</p> <p>One Voice Wales training 08/04/19 – mandatory Code of Conduct</p> <p>One Voice Wales training 16/04/19 – Understanding law</p>	

	<p>Ward Surgery at Church Hall Coffee Morning 20/04/19 Allotment Coffee Morning Fundraiser 06/04/19 Ward Surgery at Church Hall Coffee Morning 18/05/19 PCC & Rec Users Liaison meeting 01/05/19 One Voice Wales training on Community Engagement 15/05/19 May 20 : Annual Meeting</p>	
Karen Thomas	<p>10 April Planning Committee 15 April Council Meeting 24 April Planning Committee May 20 : Annual Meeting</p> <p>Reported : Heol St-y-Nyll: the Vale have resurfaced their section of the road but the Cardiff section is in poor condition.</p>	
Sara Pickard	<p>May 20 : Annual Meeting</p>	

26. Date of the next meeting: June 17 2019 at The Pavilion, Creigiau Recreation Area, 7pm.

The meeting closed at 9:40pm

Signed _____ Dated June 17 2019