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PENTYRCH COMMUNITY COUNCIL



CYNGOR CYMUNED PENTYRCH

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Minutes of the full Council Meeting held at 7pm, February 17 2020, at Pentyrch Village Hall

PRESENT: Councillors Mike Sherwood, Stuart Thomas, Jena Quilter, Simon Roberts, Teresa Filipponi, Wynford Ellis Owen, Amanda Thorpe

Cllr Gavin Hill-John

Mike Colley, Pentyrch Neighbourhood Watch
Five representatives of Creigiau Recreation Charity
CCLIPROWClaimers (Creigiau Capel Llanilltern Public Rights of Way Claimers)
Two residents

In attendance: Helena Fox, Clerk

- 1. To receive apologies for absence:** Cllrs S Pickard, K Thomas, S Rosser, J Harrison; Mark Drakeford, AM; Cllr Graham Thomas
- 2. To receive any declarations of interest:** Cllrs Thorpe and Sherwood: Lease to Creigiau Recreation Charity as members of the allotments and Cllr Thorpe as a member of Creigiau Cricket Club
- 3. Chairman's remarks on the loss of Cllr Simon Davies:** Cllr Sherwood addressed those present on the community's sad loss of Cllr Simon Davies who died on January 21. Simon was a charming and hard-working member of PCC since the 2017 election and we will miss him. PCC members and staff had attended his funeral where we learned more about his life and family. Simon's family had asked for donations to Wales Air Ambulance Wales or Cancer Research Wales (which Simon's father had started). The Clerk will co-ordinate donations. A minute's silence was held.

Cllr Sherwood noted that after the devastating floods over the weekend PCC staff were doing what they could to help. The office was receiving donated items and was linking with the Taffs Well community over what was needed. Three vans full of items were taken to Taffs Well and PCC's Community Maintenance Officers had offered to help with physical clear-up as soon as possible. PCC's Community Engagement Officer had worked on her day off to co-ordinate donations and publicity on social media. PCC Members had helped at the office and with donations. The Clerk will thank PCC staff for all their help.

- 4. To decide on a lease to Creigiau Recreation Charity:** The Creigiau Recreation Charity's (CRC) Business Plan and financial spreadsheet and the Discussion Document v7 had been circulated in advance. There have been many meetings and discussions over some three years between representatives of PCC, Creigiau Recreation Area Committee (GRAMC) and the CRC. The PCC/CRC working group had met on February 6 and final details had been resolved.

Brief background: GRAMC managed the Rec on behalf of PCC since the dissolution of Taf Ely Council. They wanted to apply for significant grants to upgrade the whole site and planning permission has been given by Cardiff. PCC supported that plan. Such grants require a lease from PCC to ensure security of tenure. GRAMC did not have legal standing to be a leaseholder so a new charity was set up: Creigiau Recreation Charity. GRAMC and CRC are separate entities although some of the people involved are the same. GRAMC will cease to exist on 31.3.20 when the current Memorandum of Understanding with PCC ends.

The Clerk recommended that PCC grant a Lease to CRC. The meeting of February 6 resolved remaining PCC concerns about the charity's financial viability in the short-term.

- a. It was **RESOLVED** to grant a Lease to CRC and the Clerk was asked to instruct PCC's solicitors on the basis of the Discussion Document v7s.
- b. It was **RESOLVED** to make a grant to CRC of £2,300 as a subsidy in the early years from April 1 2020.

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

- a. Culvert, Gwaelod y Garth - follow-up from an earlier house flood: Cardiff have a new plan in place but residents seek assurance from Cardiff that the flood was not a regular occurrence that can be passed to insurers. Cardiff Council have visited the site and been responsive. The cleared culvert had coped with the huge rainfall over the previous weekend.
- b. CCLIPROWClaimers: Arthur Cook addressed the meeting:
 - o The Countryside and Rights of Way Act 2000 provides that paths that are not recorded on the definitive map by 2026 and that were in use prior to 1949 will automatically be deemed stopped up on 1 January 2026.
 - o An initial comparison of pre-1949 paths with the definitive map of the PCC area shows many paths are under threat of be deemed stopped up on 1 January 2026, and many that are there are incomplete.
 - o In an earlier copy of Community Link there is a report of Councillors walking some footpaths and asking for volunteer assistance to monitor footpaths in the PCC area.
 - o In addition PCC staff report to Cardiff County Council any path issues they are made aware of, but there is no consistent way of identifying those issues.
 - o As PCC has linked itself to improving Social and Environmental Well-Being, and now with just 307 weeks left to save those paths, will PCC urgently consider establishing and facilitating a Public Rights of Way Working Group?
 - o Such a group could better inform PCC of issues to ensure the rights of way network in PCC area is properly established, maintained and publicised, including PCC being able to provide more consistent and co-ordinated updates on requirements to Cardiff County Council.
 - o PCC is also a member of One Voice Wales, itself a member of the National Association of Local Councils which supports the Parish Paths Partnerships (P3) Scheme in England; that scheme receives funding from County Councils. The Working Group could research establishing a similar scheme here.
- c. Colin Belward thanked everyone who had worked on the CRC lease. He may be able to provide a high-quality map of the site. Cllr Sherwood noted that CRC will need to provide a schedule of condition for the Pavilion.
- d. Mike Colley for Pentyrch Neighbourhood Watch: a letter had been circulated to PCC Members earlier in the day about the footpath at Memorial Park.

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

- a. Culvert, Gwaelod y Garth: It was **RESOLVED** that the Clerk ask Cardiff what clarification they can provide re reassurance to insurers and confirmation that a regular maintenance programme is in place, with a copy to Paul Orders. It was noted that there is a limit to what PCC can do while legal processes are in hand.
- b. CCLIPROWClaimers: It was **RESOLVED** to add this to the remit of PCC's Well-being and Climate Change Working Group. PCC Cllrs Thorpe, Quilter and Filipponi expressed particular interest.

All Members of the Public apart from Mike Colley left the meeting.

7. To discuss road and transport issues:

- a. Creigiau Surgery: pot holes were reported on Heol Llantwit/Creigiau Road
- b. Heol Pant y Gored: the road closed a few minutes earlier than the sign said.

- c. Star Lane has a mass of debris on it and there is flooding because surface water cannot reach the drainage ditch. A DT Civils white van was seen on Star lane and this will be reported to Persimmon and Cardiff.
- d. Church Road: this will be completely resurfaced by Cardiff in the summer. There is a new informal lobby group for Church Road and Cllr Sherwood will attend to give an update on the history and current situation as PCC understands it but will take no further part in the group. PCC has great sympathy for people living on and using Church Road but PCC cannot be involved in unlawful activities. The roads are public highways which people have the legal right to use unless there are specific prohibitions such as a weight restriction.
- e. 20mph zone: There will soon be a 20mph zone for Creigiau including Heol Pant y Gored from the quarry to the turn down to the A4119.

8. To approve the Minutes of the Meeting held on January 20 2020: The Minutes of the Meeting were proposed as accurate by Cllr Ellis Owen seconded by Cllr Thorpe were signed by the Chairman.

9. To approve the Minutes of the Planning Committee meetings held on January 22, February 5 2020:

- a. The minutes of the meeting held on January 22 2020 were proposed as accurate by Cllr Roberts, seconded by Cllr Sherwood and agreed by all. They were signed by the Chairman.
- b. The minutes of the meeting held on February 5 were proposed as accurate by Cllr Roberts, seconded by Cllr Sherwood and agreed by all. They were signed by the Chairman.

11. To receive the Minutes of the Finance Committee meeting held on February 10 2020: The Minutes of the meeting were proposed as accurate by Cllr Ellis Owen seconded by Cllr S Thomas and agreed by all. They were signed by the Chairman. It was **RESOLVED:**

- with RFO approval, to write-off small sums arising from the move from Sage to RBS: £60 of Community Link advert income and £22.04 expenditure to Travis Perkins.
- in April on receipt of the Precept to transfer up to £175,000 to the CCLA to maximize interested earned.
- to transfer £10,000 from the CCLA top up the current account.
- not to order poll cards in the event of a contested election in the Pentyrch Ward at a cost of some £720.

Cllr Gavin Hill-John joined the meeting

12. To receive reports from County Councillors: Cllr Gavin Hill-John reported:

- G1 bus: he had had heard from the Transport Supervisor: The G1 bus is supported by Cardiff to some £47,374/year and the No. 136 is supported by Cardiff at £66,448 a year. This helps the routes break even. The G1 tender will be circulated to PCC when its in a draft form. The 136 tender is not up for renewal in the near future. There are no user statistics as yet but Cllr Hill-John is trying to get them as they would be very useful. Cardiff actively wants to improve public transport, not reduce it. Cardiff has extended the contract with Stagecoach for the 136 service on De Minimis grounds, as the service is now tied in with another Council support bus service the 86 to improve reliability.
- Bus shelters: there was no progress with re-purposing shelters but PCC would be happy to work with Cardiff on this. Cllr Hill-John will give the Clerk a contact to try to move this on.
- Cardiff's Transport White Paper: this will become policy. Cllr Hill-John will write a piece for the next Community Link.
- Star Lane: significant debris on the road and surface water cannot reach drainage ditch. DT Civils van seen on Star Lane. Cllr Hill-John has sent photos of a dumper truck to Highways and DT Civils
- Church Road group: Cllr Hill-John is not available for this 11am meeting. Cllr Sherwood will attend (see above)

- Church Road: met with Caro Wild, Cabinet Member. The road assessment is under way with works to take place in the summer. There will be a complete resurface with new road edgings. PCC will be told when the assessments have been made.
- Cllr Hill-John is happy to liaise with individual councillors as needed.

Cllr Hill-John left the meeting

Cllr Graham Thomas had submitted the following report in advance:

- This month there are two main topics I wanted to update residents on.
- The first is the welcome news that the long fought for 20mph zone in Creigiau village will soon be delivered to include Heol Pant Y Gored. A number of factors, such as the quarry and new developments, have contributed to my being able to push this up the work programme as the Council roll the idea from the City Centre outwards. The plan will involve the removal of the road narrowings, and replacements with pedestrian crossings (details are being confirmed).
- Site visits have already taken place to put together the detailed plan on how best to achieve this. The council hope to be able to deliver this project in the next financial year, but we need to keep the pressure up. Preparations are all being put in place for the scheme including consultation work and traffic regulation orders, in anticipation for when the funding is confirmed.
- Second with regard the proposed passing bays on Heol Pant-Y-Gored. I have had confirmation from the Highways Department that these will be completed in May / June 2020 along the stretch from the Recreation Ground to the Farm on the junction as previously circulated. With the highly disruptive existing closure of the road to Pentyrch, I am seeking re-assurances that this will not involve further road closures. Although lane management will be required. It's important that these passing bays are completed on time, as the latest news from Tarmac is that planned commencement of sales from the quarry will resume in July 2020.

13. Matters arising: there were none.

14. To receive the report of the Clerk: The report was taken as read. The Clerk noted that it now appeared that the Post Office at the Spar in Pentyrch would open February 27.

- 14.1. The Clerk had met with PCC's tree surgeon to discuss woodland and land management and a report circulated.
- 14.2. Memorial Park: the new equipment is installed and the park open for use. The new equipment has been added to PCC's insurance policy and asset register. Parc will next look to install a concrete table tennis table. And arrange a grand opening. The Lewis Arms have been thanked for their patience.
- 14.3. Well-being and Climate Change Working Group: a report was circulated.
- 14.4. Spring Ward meetings: These are arranged for 7-9pm as follows: Gwaelod y Garth: March 18; Creigiau: March 24; Pentyrch: March 31
- 14.5. Love Where You Live: Litter Pick 25.1.20 at PVH was well-attended. One is being held in Gwaelod on March 7. Free dementia-friendly and CPR training is being held in the office for the community. Creigiau litter picks: 25th January and 15th February: 10 tyres and 25 pink bags were collected from the fields and hedgerows around Heol Pant y Gored during its closure. Planning to cover the road at the end of the gas main work. This was a huge effort on behalf of the communities.
- 14.6. Community Walk: 22.2.20 from Gwaelod Village School

15. To approve PCC's plans for Operation London Bridge: A working group had met and taken advice from Cardiff. The cost of official photographs of HM The Queen or HRH Duke of Edinburgh would be £150 each. Local arrangements will be put on noticeboards and the PCC website. Cllr S Thomas will follow-up with Rev Michael John. Any meetings that can be rescheduled will be. The Community Link will be held back if necessary. PCC should be sensitive to the range of views about the monarch and its response should be proportionate. There will be a written report for the March meeting.

16. To decide on future use of Memorial Park footpath, Pentyrch: A public meeting was held on January 31 by PCC to hear the community's views and particularly to hear from horse riders. A range of opinion and solutions to use of the path were put forward including widening the new path or creating a second parallel path for horses. However, shortly after that meeting, Cardiff contacted PCC and suggested something new: that the existing public right of way, Pentyrch 50, be opened to horses. That would mean that the new path could be reserved for pedestrians and the other path for horses.

16.1. It was **RESOLVED** that a decision on stopping horses using the new path be deferred until the options to allow horses to use the existing footpath Pentyrch 50 have been fully explored.

16.2. The British Horse Society might be able to help with the funds for opening up the path for horse use.

16.3. Ownership of the land under/around the existing Pentyrch 50 path will have to be established. If no owners can be found there are ways for Cardiff or PCC to take possession of the land over which the public right of way runs.

16.4. PCC had previously published notices about taking possession of land in that area. This may be useable if ownership cannot be found.

17. To discuss cycling on Garth Mountain: This has been a growing problem with routes on the Garth appearing in a running/cycling app called Strava which promotes routes and encourages people to enter their fastest times. Cyclists are causing damage to footpaths and upsetting walkers. They are not allowed to cycle on public rights of way. There is one official footpath across the Garth: Pentyrch 26. Paths numbered Pentyrch 14, 15, 20 and 74 skirt the edges of the Garth. There was also concern about the risk of off-road vehicles getting on to the Garth and damaging the ancient monuments. Cllr K Thomas has been collecting historical and current information about ownership and use of the Garth.

17.1. It was **RESOLVED** to consult with mountain bikers, walkers and farmers to help educate them about safe use of the Garth and protection of the ancient monuments and ecosystem. The local economy benefits from the mountain bikers who visit the area. Cllr Roberts will contact cycle groups and report back at the April meeting. 'No cycling' signs will not be put up until this consultation has taken place. Cllr S Thomas voted against the resolution because in his view these actions are not sufficient to protect the ancient monument of which PCC is custodian.

18. To adopt amended Standing Orders: It was **RESOLVED** to adopt the amended Standing Orders to reflect changes to meetings as agreed in the Review. Cllr S Thomas voted against this resolution.

19. To appoint PCC committee members: The current list was circulated and vacancies filled in the meeting. An updated list will be circulated. All positions will be revisited at the Annual Meeting in May.

20. To discuss consultations and guidance documents: Future Audit Arrangements for Community Councils in Wales: It was **RESOLVED** that Cllr S Thomas work with the Clerk to draft a response for presentation at the March meeting. The deadline for responses is Thursday 19 March 2020.

Mike Colley left the meeting.

21. To receive the Minutes of the Staffing Committee meeting held on February 6 2020: The Minutes of the Meeting are confidential and were proposed as accurate by Cllr Ellis Owen seconded by Cllr Quilter: 4 in favour, 2 abstentions, 1 against (Cllr S Thomas voted against the resolution on the grounds that he did not think the Minute reflected what was agreed at the meeting). They were signed by the Chairman. It was **RESOLVED** that:

- that Cllr Ellis Owen and the Clerk meet with the Community Maintenance Officers to discuss the implications of CAT and explore options with a view to taking on Pencoed College students on day release and later an apprentice. Cllr S Thomas voted against.
- that PCC draw up recruitment documents for a Clerk's Assistant at 10 hours/week (to include 5 hours of training). The appointment will be reviewed after six months. The issue of succession planning will be revisited when the details of Local Government (Wales) Act regarding clerk and councillor training becomes clear.
- As per the budget, that all staff pay increase by one scale point and 5%.

22. To consider any correspondence received and not reported elsewhere: Creigiau Cantorian: thank you letter for recent grant.

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

24. To receive reports from Councillors and Surgery Reports:

Councillor	Report
Mike Sherwood	January Main Meeting Planning Committee PCC community meeting on Memorial Park footpath 31.1.20 Finance Committee 10.2.2020 CRC 6.2.2020 Staffing Committee 6.2.2020
Stuart Thomas	January Full Council Wellbeing & Climate Change Working Group 21.1.20 PCC community meeting on Memorial Park footpath 31.1.20 Planning Committee Standards & Ethics Meeting Staffing Committee 6.2.2020 CRC 6.2.2020 Finance Committee 10.2.2020 Sophie Howe attended the OVW Larger Councils meeting: looked for ideas to put to Welsh Government for Wellbeing of Future Generations by the end of February. Apply for a kit for clearing chewing gum. Penuel Road: damp on first floor needs looking at and roof insulation. Blocked drains on A4119
Sandie Rosser	January Main Meeting Planning Committee Staffing Committee 6.2.2020
John Harrison	January Main Meeting PCC community meeting on Memorial Park footpath 31.1.20 Finance Committee 10.2.2020 Community Speed Watch
Jenna Quilter	January main meeting Wellbeing & Climate Change Working Group 21.1.20 Operation London Bridge meeting 5.2.2020 Staffing Committee 6.2.2020 Creigiau Surgery Keep Creigiau Tidy
Wynford Ellis Owen	January Main Meeting Staffing Committee 6.2.20 Finance Committee 10.2.2020 Flood response: suggested fund-raising by local groups and coordination with local churches. Wellbeing/Climate Change: LED lights: Utility Warehouse might be able to provide bulbs
Simon Roberts	January Main Meeting PCC community meeting on Memorial Park footpath 31.1.20

	<p>Planning Committee 22.1.2020 CRC 6.2.2020 Gwaelod y Garth Walk : route check Flood response: great response to a local call for donations. Facebook has updates on what is needed. Pentyrch Rugby Club did a lot of work and should be thanked. A 'stop press' item will be put in the Link. Five vans went from PRC. Taffs Well was very thankful for all that was donated. SR helped. Not all flooded homes were insured.</p>
Amanda Thorpe	<p>January Main Meeting Wellbeing & Climate Change Working Group 21.1.20 Flood response: PCC to contact Taffs Well CC Community audit in Creigiau. Fruit tree planting in Creigiau at the Frog Pond Creigiau is a hub for litter picking equipment: 20 sets can be borrowed.</p>
Karen Thomas	January Main Meeting
Sara Pickard	February Main Meeting meeting about the footpath at the Village Hall on January 31st
Teresa Filipponi	<p>January Main Meeting Wellbeing & Climate Change Working Group 21.1.20 PCC community meeting on Memorial Park footpath 31.1.20 Flood response: helped with this on Sunday.</p>

Date of the next meeting: March 16 2020 at Pentyrch Village Hall at 7pm

The meeting closed at 21:25

Signed _____ Dated March 16 2020