**Minutes of the full Council Meeting held at 5pm, June 15 2020 online via Microsoft Teams**

**This meeting is held under the following Welsh Statutory Instrument: The Local Authorities (Coronavirus)(Meetings)(Wales) Regulations 2020**

The requirement for the press and public to be present is temporarily suspended.

**PRESENT**: Councillors Mike Sherwood, Stuart Thomas, Teresa Filipponi, Amanda Thorpe, Karen Thomas, Wynford Ellis Owen, Sara Pickard, Ian Jones, Sandie Rosser, Jena Quilter

Cllr Gavin Hill-John

In attendance: Helena Fox, Clerk

1. **To receive apologies for absence:** Cllrs John Harrison, Simon Roberts; Cllr Graham Thomas
2. **To receive any declarations of interest**: Cllr Thorpe: personal interest as a member of Creigiau Cricket Club and Creigiau Recreation Charity and Dynevor Gardening Association; Cllr Sherwood: personal interest as a member of Dynevor Gardening Association.
3. **To approve the Minutes of the Meeting held on May 18 2020:** The Minutes of the Meeting were proposed as accurate by Cllr Ellis Owen seconded by Cllr S Thomas. All agreed. They will be signed by the Chairman with an electronic signature.
4. **To approve the Minutes of the Finance Committee Meeting held on June 8 2020:** The Minutes of the Meeting were proposed as accurate by Cllr K Thomas seconded by Cllr Ellis Owen. All agreed. They will be signed by the Chairman with an electronic signature.
5. **Matters arising:** 
   1. Creigiau Recreation Area Skate Park: Cardiff had been advised of suspected drug use in the skate park and said it was a matter for the police and they were not going to be putting up notices or locking entrances.
6. **To receive reports from Cardiff Councillors:**

**Cllr Gavin Hill- John:**

* 1. Heol Goch: Primrose Field - Along with PCC, pressure is still being applied to the Planning and Highways Departments regarding the recent works.  A report has been made to the Police over the destruction of the hedge during nesting season as a possible wildlife crime. The Police are investigating. PCC opposes retrospective granting of planning consent when infringements of the process have taken place.
  2. The survey has been completed on Church Road and the results should be known in the next few weeks to determine if the proposed resurfacing can take place.
  3. There is the possibility that a new 'on demand' bus service for Gwaelod Y Garth will replace the G1. Hopefully the full details will be available in the next few weeks. This is being initiated by Transport for Wales and could be a very good plan. In essence residents can contact a service centre either via an app or on the telephone and request a bus. Details to follow. This would mean a smaller bus so it would be able to reach the end of the village. PCC noted that key destinations for residents are Asda and Whitchurch High Street.
  4. There is the possibility of speed limits being reviewed near shopping areas as a result of pedestrians needing to use the road to maintain social distancing. This is something that should be considered in Pentyrch and in Gwaelod (as the pub is acting as a shop). Details to follow. PCC welcomes the 20mph limit proposed, particularly in Gwaelod y Garth and Creigiau where this is not yet in place as part of the citywide roll-out. Cllr Hill-John will check with Cllr Graham Thomas about the plans around Tesco, Creigiau.
  5. Waste collections continue to improve and hopefully will return to normal soon.
  6. Cardiff Council is now meeting monthly via Teams, along with certain committees.

PCC raised the following issues:

1. Gwaelod y Garth: hair pin bend signs on Mountain Road are obscured by vegetation: Cllr Hill-John will report to Cardiff Parks Deptment.
2. Both Heol Pant y Gored and Ty Nant Road, Creigiau are much busier with pedestrians during the lockdown. Both narrow roads mean people are stepping into them to avoid each other and a 20mph limit would help.
3. Cardiff’s LDP review: Cllr Hill-John will check the status of this.
4. Reopening of Pentyrch Primary School: is there anything PCC could do to help? Cllr Hill-John said that school management are working on a plan and that this is purely a school matter so nothing PCC can do to help. They are working on opening for the right people at the right time.
5. Bronllwyn, Pentyrch: people had been both in favour and opposed to weekend working. DT Civils Dumper trucks had been seen in Creigiau – might they be over the weight limits? It is thought they weigh 6 tonnes.
6. **To receive the Internal Auditor’s Report for 2019-2020**: the Report had been circulated in advance.
   1. It was **RESOLVED** to accept the report.
   2. An Action Plan will be prepared for the July Finance Committee.
7. **To approve the Accounts for 2019-2020:** the documents had been circulated in advance.
   1. It was **RESOLVED** to approve the Accounts.
8. **To approve the Annual Return for 2019-2020:** the Annual Return had been circulated in advance.
   1. The Chairman led the meeting through the questions on the Annual Governance Statement which were answered and noted by the Clerk for completion on the digital Return.
   2. It was **RESOLVED** that the Annual Return be approved, signed and sent to the External Auditors. Signature will be electronic.
9. **To receive an update on the Lease with Creigiau Recreation Charity and make decisions**: a confidential update and separate notes of a meeting between PCC and CRC/EHC held on 3.6.2020 had been circulated in advance.
   1. It was **RESOLVED** that now that the Memorandum of Understanding between PCC and CRAMC had ended, the Clerk be given delegated powers to grant short-term licence arrangements with individual sporting clubs while no Lease with CRC/EHC is in place. This will enable sports to be played in the interim if lockdown restrictions are lifted by Welsh Government. Any remuneration to be in-kind and not in cash. The Clerk will notify the clubs.
      1. The Clerk will keep a record of any bookings and try to maintain a system as close to the long-standing previous arrangements as possible. It will be a requirement that all users abide by the Welsh Government Covid-19 requirements in place at the time.
   2. It was **RESOLVED** that PCC can only offer a Landlord and Tenant 1954 Act excluded Lease to meet the requirements of the Deed of Dedication made between PCC and Fields in Trust. The Lease to be for 30 years and as approved at the March 2020 meeting.
   3. It was **RESOLVED** that the area of land offered in the Lease be marked out on the field using sunken ground pegs so that the understanding between PCC and CRC/EHC is the same.
   4. There are some issues still to resolve before the Lease can be signed. Chiefly these are the actual area to be leased and some substantial changes to the draft Lease approved by PCC in March.
   5. CRC/EHC is a new charity so has no proven record of self-financing and fund-raising. PCC is charging no rent for the 30-year Lease to help the charity and to give it security of tenure so that it can apply for major grants. PCC is acting in the good faith assumption that the charity will be financially successful.
10. **To decide on the establishing of a Youth Council:** To achieve the Youth Council that a working party of members is set up to determine proposals on how this might be achieved, the construction of the Youth council and guidelines on its terms of reference. The working party to have authority to co-opt such persons it considers will help achieve these goals. The working party would set their own dates and times for meeting and would not require the attendance of the Clerk but would report on progress to Council prior to submitting a final report/proposals.
    1. Cllr Jones proposed that PCC explore the formation of a Youth Council for young people up to 18 years of age, bearing in mind the difficulties of doing this under the Covid-19 restrictions.
    2. Cllr Pickard has experience of working with young people and supported this idea.
    3. Cllr Thorpe has experience of safe-guarding procedures for young people under 18 years. This should not be an obstacle.
    4. It was **RESOLVED** to set up a working group of PCC Members and community members to take this forward in the hope that it would be ready to go when lockdown is lifted. There will be an emphasis on reflecting the diverse nature of the PCC community.
    5. Any PCC Member involved with young people should undergo a DBS check. Some PCC Members already have current checks.
11. **To consider any actions needed in relation to Coronavirus including future PCC meetings:** 
    1. The Clerk will continue to work with Cllrs Harrison and Roberts so that they can participate in meetings.
12. **To receive reports from Councillors (Surgeries are suspended for the time being)**:

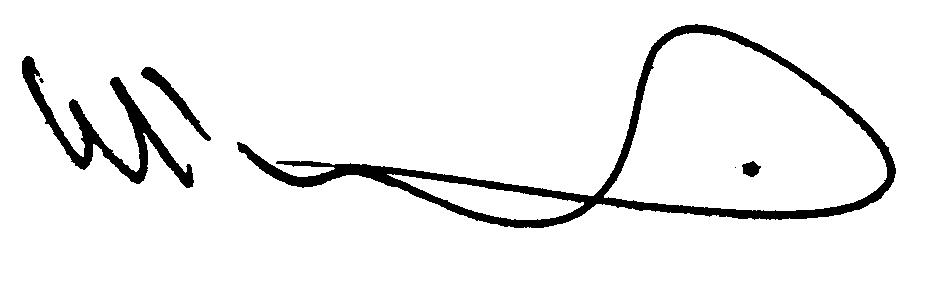
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| **Councillor** | **Meetings/events attended and Comments** |
| Mike Sherwood | May Main Meeting  May Finance Committee  PCC/CRC meeting 3.6.2020 |
| Stuart Thomas | May Main Meeting  May Finance Committee  PCC/CRC meeting 3.6.2020 |
| Sandie Rosser | May Main Meeting  Streetlights Number 23,25 and 29 on Main Road have been reported to Cardiff. Streetlight No 29 is particularly important as it gives light to the residents in Salem Terrace.  Resident concerns about pavement condition along Main Road: reported to Cardiff. Pavement last inspected January 2020. |
| John Harrison |  |
| Jenna Quilter | May Meeting |
| Wynford Ellis Owen | May Main Meeting  May Finance Committee |
| Simon Roberts | Contacted Cardiff Council via Fix my street and achieved success with grass cutting on Troed-y-Garth Green. The other Pentyrch grassland under Cardiff control has now been cut. |
| Amanda Thorpe | May Main Meeting  Keep Creigiau Tidy has been awarded a Keep Wales Tidy Love Nature Pack.  Creigiau Community Market is exploring the possibility of an outdoor site, perhaps on Creigiau Recreation Area. |
| Karen Thomas | May Main Meeting  May Finance Committee  PCC/CRC meeting 3.6.2020  Off-road motorbikes on The Garth and Cefn Bychn |
| Sara Pickard | May Meeting |
| Teresa Filipponi | May Main Meeting  Off-road bikes on The Garth footpaths |
| Ian Jones | May meeting |

Following a discussion on the problems of motorbikes and off-road bikes on The Garth and local footpaths, Cllr Sherwood asked everyone to check the Definitive Public Rights of Way map and know which paths are footpaths, bridleways and unofficial tracks over the Garth. PCC will have to be careful about how it addresses these matters and will need be clear on the rules/laws on path use. Protecting of the ancient monuments on the Garth also needs consideration – no damage has been seen to date. PCC will consider gateways after lockdown.

The Clerk will continue to liaise with Cardiff and see advice from them on regulations and laws of access/use.

**Date of the next meeting: July 20 2020 online via Microsoft Teams at 5pm**

The meeting closed at 18:36.

Signed by digital signature  Dated July 20 2020