



Minutes of the Meeting held at 6:30pm, April 19 2021 held 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. With the Teams login on the Agenda it is possible that the public will join as guests and PCC welcomes them.

PRESENT: Councillors Mike Sherwood, Stuart Thomas, Karen Thomas, Ian Jones, Sandie Rosser, John Harrison, Jena Quilter, Gary Dixon, Sara Pickard, Teresa Filippini

Creigiau Recreation Charity (CRC): Colin Belward; Tim Goodson

Dynevor Gardening Association (DGA): Lesley Sherwood, Chairman, Mike Britton, Mike Beaman, Matthew Lennon

Mike Colley, Pentyrch Neighbourhood Watch

In attendance: Helena Fox, Clerk

Before the meeting started the Chairman, Cllr Stuart Thomas, asked for a moment's reflection in memory of HRH Prince Philip The Duke of Edinburgh

1. **To receive apologies for absence:** Cllrs Ellis Owen, Amanda Thorpe. Cllr Gavin Hill-John.
2. **To receive any declarations of interest:** Cllr Sherwood declared a personal interest re the Creigiau Recreation Charity as a member DGA.
3. **Public and press session:**
 - 3.1. **Dynevor Gardening Association:** DGA's Chairman addressed the meeting. DGA members had attended PCC's March meeting and Mrs Sherwood had been asked for further information about CRC's plans for Creigiau Rec and concerns about the plans on the CRC website, particularly around access and car parking. Mrs Sherwood asked PCC whether it would be discussing this further with DGA and would like to clarify issues, particularly the boundaries between the DGA allotment land and CRC's leased land. Will any hedgerows and trees be removed? - which would upset allotmenters.
 - 3.1.1. Mr Britton asked about funding from PCC for the Rec now that the Charity has taken over. The Clerk explained PCC's grant funds and the new Community Support Fund. Cllr S Thomas explained that a grant of £3500 had been paid to CRC in 2020-21 and PCC has budgeted for £3500 in 2021-2022. The Charity is expected to be self-financing in future.
 - 3.1.2. CRC members present were unable to give any more information until their request to extend the leased land with PCC had been resolved.

Cllr Quilter left the meeting with technical issues.

4. **To approve the Minutes of the Meeting held on March 15 2021:** The Minutes of the meeting were proposed as accurate by Cllr Sherwood seconded by Cllr Jones. All agreed. They will be signed by the Chairman with an electronic signature.

5. **To approve the Minutes of the H&S Committee held February 16 2021:** The Minutes of the meeting were proposed as accurate by Cllr Jones seconded by Cllr S Thomas. All agreed. They will be signed by the Chairman with an electronic signature.

Cllr Quilter re-joined the meeting.

6. **To approve the Minutes of the Planning Committee Meeting held on April 7 2021:** The Minutes of the Meeting were proposed as accurate by Cllr Jones seconded by Cllr K Thomas. All agreed. They will be signed by the Chairman with an electronic signature.

7. **To approve the Minutes of the Finance Committee Meeting held on April 12 2021:** The Minutes of the Meeting were proposed as accurate by Cllr Sherwood seconded by Cllr S Thomas. All agreed. They will be signed by the Chairman with an electronic signature. It was **RESOLVED:**

7.1. to renew the PCC vehicle insurance policy as recommended by Came and Co for 2021-22 at a premium 451.44 + £54.17 tax = £505.61. This compares with 2020-21: Premium £410.41 + £49.25 tax = £459.66.

7.2. that three days' leave for the Clerk be paid as per the March 15 Minutes: £427.28 at 2020-21 rate. *"As the Clerk had had to cancel leave to deal with urgent PCC business in March any days not taken beyond the 10 previously approved for carry-forward, be paid. It was noted that this was done as an exception because of Covid-19 and the urgent PCC business."*

8. **To approve the Notes of the Wellbeing & Climate Change Group:** Notes had been circulated in advance. Cllr S Thomas reported that a meeting was held last week. It is hoped to form a community action group. Progress was being made by the footpaths group, a defibrillator was installed and operational in Creigiau in an old phone box and is being publicized. The new Frog Pond bench has been installed; Creigiau play area (opposite Creigiau Inn and managed by Cardiff) has had issues with the new equipment; Creigiau food bank drop-off is well used. Play in Wales: Welcome to Play scheme – there will be an update in May.

9. **To receive an update from the Transport group:** Cllr Sherwood reported that the group will meet on April 20 and Cllr Jones was thanked for his help in setting it up. Cllr S Thomas gave his apologies.

10. **To receive the report of the Community Engagement Officer:** This had been circulated in advance.

10.1. Cllr K Thomas: PCC needs to consider new litter bins with closed lids to prevent rubbish being blowing out or being removed by birds. This is particularly needed for Memorial Park and the Garth. PCC has budgeted for new bins but if more are needed this can be considered at the finance review of the May Finance Committee.

10.2. Noticeboards: New boards will be installed in Gwaelod y Garth shortly. Now that residents are living in Llanilltern Village it was suggested that a new noticeboard be installed there, perhaps with a contribution from Persimmon. This can be considered at the finance review of the May Finance Committee.

10.3. Community Link: £3,300 raised through the 10% discount and the CEO was thanked for her work

10.4. Pentyrch Rugby Club: have offered to deliver the Link in Llanilltern Village at a cost of £15 per issue initially. It was **RESOLVED** to approve the payment.

10.5. Pentyrch food bank is doing well.

10.6. Lon y Fro bench: this bench was well used and prominent position in the village and should be replaced as soon as possible since it is beyond repair. This can be considered at the finance review of the May Finance Committee.

11. **Matters arising not reporting elsewhere:**

11.1. H&S Committee: the Clerk confirmed that a new contractor is in place. A meeting will be arranged for a first visit.

It was **RESOLVED** to bring the following two items forward on the Agenda:

12. To consider the request from CRC/EHC for new cricket nets and signage: under the terms of the lease CRC must ask consent of PCC and Fields in Trust for changes to the site. Details for these two requests were circulated in advance:

- 12.1. It was **RESOLVED** to give consent for the installation of new cricket nets.
- 12.2. It was **RESOLVED** to give consent for CRC to place one temporary 6'x3' sign on the nets for the April – September season and for temporary signs to be used on match days around the field subject to planning permission being obtained by CRC if necessary.
- 12.3.
- 12.4. The Clerk will write formally to CRC.

13. To consider the request from CRC/EHC to vary the Lease with PCC: two meetings have taken place between PCC and CRC : one on-site and one on-line. Cllrs Dixon, Harrison and K Thomas met on site with CRC representatives. The request from CRC is to vary the lease to increase the area of land they lease from PCC so that they can put the perimeter path where they want it to be – which is outside the current leased land. Following a discussion where there was agreement that it was important to move this along:

- 13.1. It was **RESOLVED** in principle subject to approval by Fields in Trust to agree to CRC's minimum boundary-extension (marked 1-Absolute Minimum in the circulated papers) in the Lease. PCC will consult with DGA and Creigiau Tennis Club and take legal advice on the consequences of CRC's Plans 2 and 3 boundary-extensions.
- 13.2. It was **RESOLVED** that Cllr Dixon would lead on working with CRC, DGA and Creigiau Tennis Club in arranging online, onsite meetings to discuss this further.
- 13.3. It was **RESOLVED** that the other changes to the Lease clauses proposed by CRC be resolved in the meetings led by Cllr Dixon.
- 13.4. It was **RESOLVED** that while PCC supports the change to the boundary and will pay its own legal costs for this, other legal costs for further changes to modify the Lease should be covered by CRC unless the change relates to a clear error in the drafting of the Lease. Cllr S Thomas voted against. Cllr Sherwood asked the Clerk to minute that the Chairman made a statement after the vote was taken to explain his vote. Cllr Sherwood asked that it be recorded that PCC's Chairman said that the Lease he signed in December 2020 was 'farcical'.

Cllr Jones asked for an update on TENs licence numbers available from Cardiff. CRC had not looked into this further but estimated they would need some 20 per year, mostly for the Cricket Club. CRC will abide by Cardiff Council's regulations as the Licencing Authority. The Lease with PCC provides for up to 10 TENs automatically per year.

14. To discuss residents' concerns about speeding on Heol y Pentre and Creigiau Road: There has been a lot of concern and discussion about these two roads in particular and Members have been involved.

- 14.1. Residents in Pentyrch are extremely concerned about the increase in speeding traffic using Church Road (particularly since its resurfacing) which merges with Heol y Pentre. The 20mph limit is regularly exceeded. Residents have contacted PCC and Cllr Gavin Hill-John. PCC Members have met with residents (and at Pentyrch Neighbourhood Watch meetings) who are drawing up a petition to request a GoSafe anti-speeding vehicle visit the area. One criterion for allocating GoSafe to an area is community demand.
- 14.2. Residents in Gwaelod y Garth have a similar problem of speeding along Main Road, particularly close to the primary school.
- 14.3. It was **RESOLVED** that PCC fully supports the community campaigns in Pentyrch and Gwaelod y Garth. The Clerk will write to GoSafe to request a van visit Heol y Pentre, Pentyrch. PCC will also request a speed table to control speed and a safer crossing point for school pupils. The SafeSchools initiative may help in Gwaelod y Garth. Cllr Gavin Hill-John will be copied into this and his support requested. The Clerk will also contact Cardiff Highways.

14.4. Community Speed Watch will start back in a few weeks. It can only operate where approved by Police. More places in the local areas will be risk-assessed.

15. To receive reports from Cardiff Councillors: There were none.

16. To review PCC's Welsh Language Policy: PCC's policy was drawn up in 1999 when there were some 8 Members who were Welsh speakers. It is not a policy that PCC can currently deliver.

16.1. It was **RESOLVED** that the policy be revised using the Welsh Language Commission's template previously circulated by OVW and will be discussed at the Annual Meeting.

16.2. PCC has no budget for Welsh translations.

17. To discuss the draft Community Sponsorship policy: This was circulated in advance. The Finance Committee reviewed the draft and recommended its adoption in principle with the suggestion that PCC follows Cardiff's Terms and Conditions.

17.1. It was **RESOLVED** to adopt the policy with the amendments that donations last for 10 years and the language on any memorial plaque be the choice of the donors and not subject to PCC's language policy.

18. To discuss reports of significant over-provision of development land in Cardiff's LDP: this was discussed at a recent NWCG meeting and the over-provision may not be as high as originally thought.

19. To discuss quotes for tree work: PCC trees were assessed last September and PCC staff dealt a few trees that they could safely manage themselves. The Clerk has sent out requests for quotes but so far only received one. The Clerk will follow up with the other contractors and report to the May Finance Committee.

20. To discuss any consultations: Local authority power to trade. It was **RESOLVED** not to comment.

21. To decide on Planning: If there are any applications with deadlines before May 5, PCC's next Planning Committee, the Clerk will request an extension for PCC's responses.

22. To discuss the plans to relocate Pentyrch Surgery: There was nothing to report. Cllr Harrison noted that an open letter has been circulated for residents to sign and send to the Local Health Board.

23. To consider any actions needed in relation to Coronavirus including future PCC meetings: Outdoor staff are working their full hours, socially distanced. Office staff are working their full hours from home.

23.1. Cardiff Council does not foresee that office staff will return to their old ways of working in the foreseeable future. They will probably be allocating people into 3 groups: working at home full time, working in the office full time, and hybrid. This will mean rearrangements of office space.

23.2. Cllr S Thomas noted that lateral flow tests are made available by Welsh Government for staff who cannot work at home. These are voluntary, not compulsory and there is no cost. Staff can collect them from testing centres. The results do not change social distance rules.

24. To receive reports from Councillors:

Councillor	Meetings/events attended and Issues raised All meetings in the previous month unless stated
Stuart Thomas	Finance Committee Planning Committee Main meeting

	<p>Wellbeing and Climate Change Group</p> <p>CRC meeting</p> <p>Tarmac liaison meeting for Creigiau Quarry. Blasting is due to start in April with earth-moving equipment being brought in shortly. The first production blast will be in some 6 weeks with sales of material starting in June.</p>
Mike Sherwood	<p>Main Meeting</p> <p>Finance Committee</p> <p>Planning Committee</p> <p>CRC Meeting</p>
Sandie Rosser	<p>Main meeting</p> <p>Planning Committee</p> <p>CRC meeting</p> <p>Fflecibus: raised this issue with Stephen?? and Gavin Hill-John and has not had a response as yet.</p>
John Harrison	<p>Main meeting</p> <p>Planning Committee</p> <p>Finance Committee</p> <p>Pentyrch Neighbourhood Watch</p> <p>CRC meeting x 2</p> <p>Fflecibus: concerned if this becomes the solution to Pentyrch's public transport problems. It is not adequate for the community's needs.</p>
Jenna Quilter	Main meeting
Wynford Ellis Owen	Apologies received
Simon Roberts	
Amanda Thorpe	<p>Main Meeting</p> <p>Wellbeing and Climate Change Group</p>
Karen Thomas	<p>Main Meeting</p> <p>Finance Committee</p> <p>Planning Committee</p> <p>Wellbeing and Climate Change Group</p> <p>CRC meeting x 2</p> <p>Lewis Arms car park: can the Clerk if the pub can remove signs</p>

	<p>from the fence. If not, PCC will remove them, in 10 working days.</p> <p>The Garth: Clerk to follow up with Cadw on visiting the site.</p>
Sara Pickard	<p>Main meeting Wellbeing and Climate Change Group</p>
Teresa Filipponi	<p>Main Meeting Wellbeing and Climate Change Group</p> <p>The PCC area needs better public transport including the Fflexibus and had hoped to raise it with Cllr Gavin Hill-John. This is now urgent and nothing has happened since the positive meeting some time ago. If this can work in Gwaelod it could be a model for other villages.</p>
Ian Jones	<p>Main meeting Planning Committee Wellbeing and Climate Change Group</p> <p>CRC meeting</p> <p>Fflexibus will be discussed by the new Transport Working Group. Transport for Wales will be taking over bus services in Wales in future.</p> <p>Community Forum took place with residents attending. Wellbeing and Climate Change Group discussion with residents was very interesting.</p>
Gary Dixon	<p>Main meeting Finance Committee</p> <p>CRC meeting x 2</p> <p>The concrete marker on top of the Garth has been painted white with red Welsh dragons. PCC was not asked about this.</p> <p>Karen Thomas said Ordnance Survey no longer used them and in other <i>areas</i> groups did sometimes adopt and paint them.</p>

Date of the next meeting: May 17 2021 online via Microsoft Teams at 6:30pm

The meeting closed at 20:52.

Signed by digital signature _____ Dated May 17 2021