

Clerk: Helena Fox
1 Ffordd Penuel
Pentyrch
Caerdydd CF15 9LJ

Ffon: 029 2089 1417
Ebost: clerk@pentyrch.cc
Gwefan: www.pentyrch..cc

PENTYRCH COMMUNITY COUNCIL



CYNGOR CYMUNED PENTYRCH

Clerk: Helena Fox
1 Penuel Road
Pentyrch
Cardiff CF15 9LJ

Phone: 029 2089 1417
Email: clerk@pentyrch.cc
Website: www.pentyrch.cc

Minutes of the Meeting held at 6:30pm, October 18 2021 held online via Microsoft Teams

PRESENT: Councillors Mike Sherwood, Stuart Thomas, Karen Thomas, Sandie Rosser, Teresa Filipponi, Amanda Thorpe, Ian Jones, John Harrison, Jena Quilter

Members of the public:
Colin Belward, CRC/EHC
Mike Colley, Pentyrch Neighbourhood Watch

In attendance: Helena Fox, Clerk

- 1. To receive apologies for absence:** Cllrs Ellis Owen, Simon Roberts, Sara Pickard, Gary Dixon; Cllr Gavin Hill-John
- 2. To receive any declarations of interest:** there were none.

The Chairman adjourned the meeting for members of the public to speak.

3. Public and press session:

Colin Belward voiced his strong dissatisfaction at the delay in completing the variation of the lease between PCC and CRC/EHC. Cllr Sherwood noted that the new plan is an integral part of the varied lease and that the variation was more complicated than anyone had originally expected. Mr Belward thanked Cllrs K Thomas and Dixon for the recent meeting to confirm part of the new boundary. CRC/EHC already has a lease in place which covers most of the field. The Clerk had already asked that the draft revised lease be ready for consideration before and at the November 15 PCC meeting.

The chairman reminded Mr Belward that CRC/EHC already had a lease for the recreation ground and the matter was how best to resolve the agreed variations which will require both a deed of surrender and a new lease. The changes require a new plan to be drawn and CRC/EHC have committed to do this. This plan is as much a part of the revised lease as the documents and is essential to complete the process.

The Chairman reconvened the meeting.

Cllr S Thomas noted that the issues raised by Mr Belward should be taken on board and was also concerned about the length of time this was taking. It would be good to complete this at the November meeting.

A site meeting took place on October 15 between CRC/EHC and PCC (Cllr K Thomas and Cllr Dixon) and PCC CMO representatives and the boundary between the leased land and allotment fence has been confirmed by placing survey pins.

Cllr K Thomas offered to meet with the Clerk and the solicitor online to cover any outstanding points. Having met onsite recently, Cllr Thomas was confident that any outstanding issues could be dealt with. The Clerk will arrange.

- 4. To approve the Minutes of the Meeting held on September 20 2021:** The Minutes of the meeting were proposed as accurate by Cllr Rosser seconded by Cllr Jones. All agreed. They will be signed by the Chairman with an electronic signature.

5. **To approve the Minutes of the Planning Committee Meetings held October 6 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.
6. **To approve the Minutes of the Finance Committee Meetings held on October 11 2021:** The Minutes of the meeting were proposed as accurate by Cllr K Thomas seconded by Cllr S Thomas. All agreed. They will be signed by the Chairman with an electronic signature. Cllr Sherwood took the meeting through the recommendations from the Finance Committee and it was **RESOLVED** to:
 - 6.1. purchase a metal decorative bench for Banc yr Afon, Gwaelod y Garth at a cost of £1,189 + VAT.
 - 6.2. take out key-person insurance cover via Came & Co at an additional annual premium of £84 on its current policy with Hiscox. This will give PCC a maximum cover of £10,000 per policy period and £400 per week.
 - 6.3. to pay the Pentyrch Sports Association invoice for PCC's regular contribution towards their insurance at £200.
 - 6.3.1. Cllr John Harrison declared a personal interest as a member of PSA.
 - 6.4. to spend up to £700 on a condition report on the PCC office building at 1 Penuel Road, Pentyrch with whichever of the two companies who had quoted can carry out the work soonest.

The firms approached were:
 Allied Surveyors, in Radyr
 Jones Battye, Rhiwbina
 Meadow Consultants, Taffs Well.
 Roger North Long and Partners, Cardiff.

Company	Quote received
A	£700 + VAT
B	£650 + VAT
C	Cannot provide this service
D	No response to date

Cllr Jones asked for an update on the cost benefit analysis on the building. Cllr Sherwood confirmed that Cllr Dixon was leading on this. A survey was a key element of the analysis. There is more urgency following contact from neighbours with concerns about the roof/guttering.

7. **To receive an update from the Wellbeing & Climate Change Group:** Cllr Thorpe confirmed that notes from last week's meeting will be circulated shortly. A couple of key areas will be the focus for the remainder of the council term.
 - 7.1. Play Wales will be working with the group in the October half term.
 - 7.2. There is disappointment about Cardiff's response on the playground issues in Creigiau: consultation with the community may be a good option. Cllr Sherwood suggested that the group give their preference in their report on how to move forward.
 - 7.3. There is also the future of the Terrace Woodland to consider following the loss of ash trees.
 - 7.4. The Clerk was asked to calculate the number of trees felled by PCC during the current council term to calculate replacements since PCC wants to replace each tree removed with two new ones.
8. **To receive an update from the Transport group:** Cllr Jones had tried to contact Transport for Wales but nothing has been arranged as yet. It is hoped for an update at the November meeting.
9. **To receive the report of the Community Engagement Officer:** This was circulated in advance.
 - 9.1. Cllr Thorpe asked that Creigiau and Capel Llanilltern events and activities be included
 - 9.2. Cllr Rosser noted that PCC had swept the zigzag path in Gwaelod y Garth but it needs to be done regularly. The Clerk will contact Cllr Gavin Hill-John about this noting that there are potholes that need repair too and more elderly people are using the zigzag because they cannot access the bus.
 - 9.2.1. Community Link 114: a strong point will be made in the next edition about contacting Cardiff to report concerns via their App.

EVENTS

Community litter pick with CCC on Saturday 30th October 10.00 - 11.00 Pentyrch/12.30- 1.30 Gwaelod y Garth.

Pentyrch Rugby Club will be having a firework display this year: date tbc

Remembrance Day service will go ahead on Sunday 14th November: regulations/numbers tbc. PCC has ordered a second 'road closed' sign to give notice and during the event.

Scarecrow trail: this very popular fundraiser is being held for Memorial Park w/c 25th October (half term).

GENERAL COMMUNITY ISSUES/CONCERNS

Reported the rocks/stone falling from the bank by the new drains at the bottom of Heol Goch and low-hanging branch to CCC.

Overgrown path and footpath sign reported behind Pentyrch Primary School.

Car abandoned for months in Southglade, Gwaelod. CCC/Police cannot act because it is taxed and MOT but can't track down owner.

Wales and West have been doing a lot of work replacing gas pipes in Pentyrch causing a few parking issues. Works still not completed.

Gas board working outside Benedict court, Pentyrch, warning sign taken or blown down, residents living there were assured work was completed.

CREIGIAU QUARRY

Noise monitoring query will be discussed at next liaison meeting on the 3rd November.

COMMUNITY LINK

Issue 114 is well underway with the possibility of a few new advertisers.

GARTH ROTARY

Food bank still doing well with a collection point at PCC office.

The Santa parade was a great success last year. The Clerk has agreed that the CMO can drive the PCC Toyota and trailer to carry the sleigh this year.. This is planned for Sunday 19th December.

MISCELLANEOUS

Shared information regarding walk-in vaccination centres.

Attended and excellent webinar with Keep Wales Tidy. They have a lot planned for the future including a new dog-fouling initiative that will be shared soon.

Waiting to be logged onto KWT system to enable borrowing of litter pick equipment.

Reported a dumped fridge outside a council property on Bronllwyn for months.

Shared info/posters on behalf of Richard Davies, PCSO: looking for new volunteers for Community Speed Watch.

Will attend a first aid course via CCC at the City Hall on the 11th November.

Reported green bin collection missed 5.10.21 from Riverglade, Gwaelod.

Arranged a spring clean of the PCC office.

Large potholes appearing on the zig zag path, Gwaelod, and there are many leaves that fall there making path very slippery. I have to ask CCC to attend to it. CMOs will clear away some of the leaves.

Residents really pleased to see new bench on Lon Y Fro.

Shared info re: Plasdwr Cardiff Garden City, e bulletins etc

Street sign posts broken, dirty or faded completely! Good to see one has been replaced on High Corner, Pentyrch. Added illegible signs at Llaniltern/Holdings Lane to the list.

10. Matters arising not reporting elsewhere: There were none.

11. To receive reports from Cardiff Councillors: None were received.

12. To receive an update on the transfer of land at Penuel Road graveyard : the Clerk confirmed that this matter has finally concluded after some 7 years and part of the graveyard including the old stone building has been transferred to the neighbouring landowner through a Deed of Surrender and Variation. All legal fees were paid by the neighbour and there were no costs to PCC apart from staff time. The Clerk was congratulated on completing this.

- 13. To discuss how best to match PCC aspirations to resources:** As the Finance Committee drafted PCC's budget for 2022-2023, Members were concerned about mismatches between budget items, Council aspirations and what PCC staff can deliver.
- 13.1. A report will be received from OVW on job evaluation and staff recruitment. This will enable the Committee to set realistic staff cost totals for next year. It will at least be increased by the amount of planned hand-over between the new and retiring Clerk.
- 13.2. A work programme will be drawn up to show clearly what PCC wants to achieve and how and by whom projects/tasks are delivered including, but not limited to, PCC staff, contractors, community groups, and/or partnerships with other organizations. Concerns were noted about PCC staff workloads.
- 13.3. The Community Support Fund had had few applications and this will be advertised again in the next Community Link.
- 13.4. It was **RESOLVED** to establish a Works Project Working Group working closely with the Finance Committee and advising full Council to bring forward suggestions for project timescales and delivery mechanisms at least quarterly. Members of this group will include Cllrs Jones, Quilter, S Thomas, Filippini, K Thomas, Rosser and Harrison. Cllr Jones will take the lead to set up the first meeting. Meeting times will be important to consider so that all those who want to can participate
- 14. To discuss energy efficiency in new build developments:** St Fagans Community Council had written to Mark Drakeford MS/AS raising concerns about the lack of energy efficiency in Cardiff's LDP developments.
- 14.1. It was **RESOLVED** to endorse St Fagans CC's views with PCC's own letter expanding on the topic which will be drafted by PCC's Wellbeing and Climate Change Group and circulated to Members before it is sent to the First Minister by the Clerk. Copies to: Sophie Howe, Wellbeing and Future Generations Commissioner; Cardiff Council's Chief Executive; Cardiff Council's Head of Planning; Cardiff's Cabinet Member for Strategic Planning and Transport, and Kevin Brennan, MP. The letter will also be sent to Pontyclun, Taffs Well Community Councils as well as the Cardiff Community Councils.
- 15. To consider memorial gardens/reflective spaces in the PCC area:** Following a discussion it was **RESOLVED** that the next Community Link be used to invite residents to comment on suggested sites. PCC owns a number of different spaces where they or parts of them could be designated as places for quiet reflection or memorial gardens in the PCC communities. Land is also owned by community groups and organisation who might want to join with this and widen the options: village halls, places of worship. This will give PCC guidance on where such spaces could best be. Cllr Filippini will work with the Clerk to draft a piece for the Link.
- 16. To receive an update on a survey of water run-off from PCC's Gwaelod y Garth woodland :** A site visit by WHS took place on October 5, with HF, Ian Jones, CMOs and residents present. Rainfall data from NRW is due with WHS around October 20 and we will receive a report after that, hopefully by November 15 meeting.
- 17. To receive an update on the plans to relocate Pentyrch Surgery:** The CHC Executive Committee met on 14.9.2021 and recommended to the Health Board that a full public consultation is carried out. The Health Board met on 20.9.2021 and a letter from the Health Board to the CHC was circulated to PCC Members on 30.9.2021. The Health Board supported the development at the Rhydlyfar site. Mark Drakeford continues to hold meetings on this. PCC has been invited to an online meeting with the CHC and this is being arranged.
- 18. To receive the IRPW draft report and consider making comments:** The report was circulated in advance with comments to be submitted by 26.11.2021. It was **RESOLVED** not to make any comments on the report.

19. To discuss participation in HM The Queen’s Platinum Jubilee: Information was circulated in advance about opportunities to be involved. The Finance Committee will include funds in the budget for this event but it will be in the new council term.

19.1. It was **RESOLVED** that Cllr Jones lead on investigating the H&S and cost issues for PCC lighting its beacon on the Garth. A report will be made before Christmas. The official deadline is April 2022. this further to assess costs and H&S risks before Christmas for PCC to light its beacon. There are obvious risks and they would need proper assessment and procedures in place and crowd management if it is a public event.

19.2. PCC might be able to celebrate the Jubilee in other ways such as commemorative mugs for children.

20. To approve the PCC Annual Reports for 2019-2020 and 2020-2021: These were circulated in advance and were amended following comments in the September meeting. From 2021-2022 PCC must produce an Annual Report, along with all community and town councils in Wales, under the Local Government Elections (Wales) Act 2021. It was **RESOLVED** to approve both reports. Cllr S Thomas abstained.

21. To discuss any consultations:

21.1. Cardiff Active Travel: deadline for public comment: 31.10.2021. Community Councils have been given until 30.11.2021. It was **RESOLVED** that PCC will respond to this consultation. Members will submit comments to the Clerk who will collate them into a draft response for the November 15 meeting. Any conflicting comments can be discussed at the PCC Planning Committee on November 3. It was strongly noted that Gwaelod y Garth had not been mentioned.

21.2. Consultation on Updating Earnings Thresholds for Council Tax Recovery: It was **RESOLVED** that PCC will not respond to this consultation

21.3. Public Services Ombudsman Wales: Open Consultation on Proposed Guidance on “Principles of Good Administration” and “Good Records Management”. It was **RESOLVED** that PCC will not respond to this consultation

22. To decide on planning applications:

21/02041/MNR, LAND OPPOSITE FOXFIELD HOUSE AND NORTH OF NOS. 1 AND 6 THE OAKS, CHURCH ROAD, PENTYRCH. This was deferred to the PCC November 3 Planning Committee - PCC having been granted an extension.

23. To receive reports from Councillors:

Councillor	Meetings/events attended and Issues raised All meetings in the previous month unless stated
Mike Sherwood	Main Meeting Planning Committee Finance Committee Creigiau Quarry Liaison meeting Creigiau Church Hall coffee mornings have re-started and can now be used for Creigiau PCC Members’ surgeries and for Cuppa with a Copper. The PCC and Radyr areas are the most effective Community Speed Watch groups in Cardiff.
Karen Thomas	Main Meeting Planning Committee Finance Committee Wellbeing and Climate Change Group

	CRC site meeting
Stuart Thomas	Finance Committee Main meeting One Voice Wales Area Meeting Wellbeing and Climate Change Group Creigiau Quarry Liaison meeting Will be attending the OVW Larger Councils Meeting A resident asked for average speed cameras in the community
Sandie Rosser	Main meeting Planning Committee Cardiff Asset Management: has asked for a sign on Mountain Road to sign it as Garth Hill rather than Route des Alps. The Clerk will assist.
John Harrison	Main meeting Planning Committee Pentyrch Neighbourhood Watch Community Speed Watch sessions – data is building up and will be published in the next Community Link as well as advertising for more volunteers.
Jenna Quilter	Main meeting
Wynford Ellis Owen	Apologies received
Simon Roberts	Apologies received
Amanda Thorpe	Main Meeting Wellbeing and Climate Change Group Consultation event with Ramblers Cymru
Sara Pickard	Main meeting Wellbeing and Climate Change Group
Teresa Filipponi	Main Meeting Wellbeing and Climate Change Group
Ian Jones	Main meeting Planning committee Site meeting in Gwaelod woods.
Gary Dixon	Main meeting Finance Committee CRC site meeting

Date of the next meeting: November 15 2021 online via Microsoft Teams 6:30pm

The meeting closed at 20:44. Signed by digital signature

Dated November 15 2021