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PENTYRCH COMMUNITY COUNCIL



CYNGOR CYMUNED PENTYRCH

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COUNCIL SUMMONS

PCC welcomes attendance of the press and public at its online meetings. The link to the Microsoft Teams meeting is below.

I hereby give you notice that the next Meeting of Pentyrch Community Council will be held on Monday January 17 2022 online via Microsoft Teams at **6:30pm**. All members of the Council are summoned to attend and to consider and resolve upon the business to be transacted at the meeting as set out hereunder.

January 11 2022 Helena Fox Clerk to the Council

1. To receive apologies for absence
2. To receive any declarations of interest under the Code of Conduct
3. Public and Press session
4. To approve the Minutes of the Council Meeting held December 20 2021
5. To approve the Minutes of the Planning Committee held January 5 2021
6. To approve the Minutes of the Finance Committees held January 10 2022
7. To receive an update from the Climate Change and Wellbeing Working Group
8. To receive an update from the Transport Working Group
9. To receive an update from the Works Project Working Group
10. To consider any matters arising from the Minutes not reported elsewhere
11. To receive reports from Cardiff Councillors
12. To set a PCC Budget for 2022-2023
13. To set a PCC Precept for 2022-2023
14. To review membership of PCC Committees
15. To approve a response to Cardiff's RDLP consultation
16. To comment on a letter from RMCC on Cardiff Council planning
17. To receive the report of the Community Engagement Officer
18. To decide on Freedom of Information Act requests and other issues on Bus Route 136
19. To receive an update on the Lease between PCC and CRC/EHC
20. To receiving an update on water run-off from PCC's Gwaelod y Garth woodland
21. To discuss ideas for HM The Queen's Platinum Jubilee celebrations
22. To receive any update on the plans to relocate Pentyrch Surgery
23. To decide and discuss any issues related to Covid-19
24. To discuss any consultations
25. To consider any Planning Applications
26. To receive reports from Councillors

Date of the next meeting: February 21 2022 online at 6:30pm

**Please download and/or open Microsoft Teams and click on the blue link below:
You're invited to join a Microsoft Teams meeting**

Title: PCC January Meeting 17.1.2022

Time: Monday, 17 January 2022 18:30:00 GMT

Join on your computer or mobile app

[Click here to join the meeting](#)



Minutes of the Meeting held at 6:30pm, January 17 2022 held online via Microsoft Teams

PRESENT: Councillors Mike Sherwood, Stuart Thomas, Sandie Rosser, Sara Pickard, Teresa Filipponi, Amanda Thorpe, Gary Dixon;

Cllr Gavin Hill-John

Members of the public:

Barbara Rodd, Pentyrch Village Hall

Mike Colley, Pentyrch Save Our Surgery

In attendance: Helena Fox, Clerk

- 1. To receive apologies for absence:** Cllrs Simon Roberts, Karen Thomas, Jena Quilter, Ian Jones
- 2. To receive any declarations of interest:** Cllr Sherwood declared an interest in the item dealing with the lease between PCC and CRC/EHC as a member of Dynevor Gardening Association. Cllr Thorpe declared a personal interest in the item dealing with the lease between PCC and CRC/EHC as a member of CRC/EHC and secretary of Dynevor Gardening Association.

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

- 3. Public and press session:** there were no comments or questions from the public.
 - 3.1. Barbara Rodd addressed the meeting as a member of the Pentyrch Village Hall (PVH) Management Committee over the proposed expansion of Pentyrch Primary School. This appears to be very early in the planning stage with a new nursery is an integral part of the school's expansion plan. This will have an enormous financial effect on PVH: 40% of pre-Covid income comes from the nursery that meets there now. PCC is the ultimate owner of PVH and there is a financial risk to both the hall and PCC. A wrap-around service using PVH may be possible for sessions outside the nursery school's hours, but the hall may not be available.
 - 3.2. Mike Colley asked for an update on PCC's FOIA request to Stagecoach about the 136 bus service and asked what else PCC was doing.
 - 3.3. Mr Colley then asked if "PCC will join Pentyrch Save Our Surgery in congratulating residents of Pentyrch and other surgery users in their efforts to force the Health Board to comply with its legal requirements to properly consult citizens on its proposed closure of Pentyrch Surgery and by default our pharmacy. Whilst the matter is not yet resolved two important milestones have been reached. Firstly, the Community Health Council has concurred with all the complaints against the Health Board and secondly, the CHC has stood firm in its position following the failure of mediation and now referred the matter to the Health Minister. We believe this is the first time such a move has been made (at least in south Wales) so this is no mean achievement."
- 4. To approve the Minutes of the Meeting held on December 20 2021:** The Minutes of the meeting were proposed as accurate by Cllr Dixon seconded by Cllr Pickard. All agreed. They will be signed by the Chairman with an electronic signature.
- 5. To approve the Minutes of the Planning Committee Meeting held January 5 2022:** The Minutes of the meeting were proposed as accurate by Cllr Rosser seconded by Cllr Dixon. 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 January 10 2022:** The Minutes of the meeting were proposed as accurate by Cllr Dixon seconded by Cllr Sherwood. Six Members agreed except Cllr S Thomas who abstained. They will be signed by the Chairman with an electronic signature. Cllr Dixon took the meeting through the recommendations from the Finance Committee and it was **RESOLVED** that:

6.1. The Clerk be paid 10.25 hours for extra time worked in December due to extra meetings and work.

6.2. The following budget virements be made:

Nominal code	Items overspent	Comment	Vire £ from
4130	Professional fees	The CRC lease legal fees are the primary cause of this. There are further fees to come. PCC has added the cost of the OVV consultancy. Of that £420 has been paid with a further £978 agreed at the December meeting The invoice from WHS for the hydrology report has been received: £2,495	Vire £4,500 from 4000 : Staff Salaries since the budget included extra staff not hired. This virement was voted on: Cllrs Dixon, Sherwood, Filipponi in favour Cllr S Thomas objected Cllrs Thorpe, Pickard and Rosser abstained
			Legal fees will be discussed at the February Finance Committee
4140	Insurance	This is about 10% over budget because of the decision to buy Key Person Cover. No further expenditure is expected in the year.	Vire £175 from 4250 : Civic Reception
4230	Subs and Memberships	The SLCC membership is due at <u>£289</u> . No further expenditure is expected in the year.	Vire £183 from 4000 : Staff Salaries
4330	Office stationery & books	This is over because of the purchase of HMQ photographs which had no budget. PCC need the latest Local Council Administration volume (12 th Edition) at £119. This is a key reference book for Clerks.	Vire £60 from 4250 : Civic Reception
4550	Noticeboards	No budget was set this year but PCC has spent £376 on the planning application for the new board at Capel Llanilltern (Star Lane)	Vire £376 from 4000 : Staff Salaries

7. **To set a PCC Budget for 2022-2023:** the budget and explanatory Report on Key Decisions were circulated in advance.

7.1. A budget of £214,214 was recommended to main Council by the Finance Committee.

7.2. It was **RESOLVED** to set a budget of £214,214 for 2022-2023: For: Cllrs Filipponi, Pickard, Dixon, S Thomas, Sherwood. Cllrs Thorpe and Rosser abstained. There were no votes against.

7.3. This is an ambitious budget that will provide opportunities for the new council following the May 2022 elections.

7.4. The difference between the budget figure and the Precept will be met from any underspend in 2021-2022 and funds from the CCLA savings. This is estimated to leave an adequate General Fund plus Ear Marked Reserves.

7.5. PCC faces a challenging year ahead as the current Clerk retires and a new Clerk is recruited, perhaps with an Asst Clerk, and Apprentice to work with the CMOs. As the PCC's area grows with new development there will be increased pressure on staffing needs. This significantly increases PCC's staffing costs in part because of the handover between Clerks.

7.6. The Clerk was thanked for her work on the budget.

- 8. To set a PCC Precept for 2022-2023:** a range of Precepts was provided in the budget documents, and by Cardiff Council, which were circulated in advance.
- 8.1. It was **RESOLVED** to set a Precept of £185,000 is for 2022-2023.
- 8.2. Cllr Dixon explained that the £185,000 comes from the budget process. With more households in the PCC area, the sum paid by each household is almost the same as in 2021-2022 when the Precept was £175,000. There will be a 60p rise for the year for Band D Council Tax.
- 8.3. PCC is very aware that it has the highest Precept in Cardiff's Community Councils. Its profile has greatly increased and PCC is doing much more than it used to including its working groups that engage with the community. Cllrs Thorpe and Filipponi were particularly thanked for their work.
- 9. The proposed expansion of Pentyrch Primary School (PPS) and establishment of nursery provision at the school:** Following a discussion, it was **RESOLVED** that PCC will respond raising its concerns about the increase in traffic and support needed for Pentyrch Village Hall (PVH) and the existing nursery. The consultation has been publicised to the community and people will be encouraged again to respond.
- 9.1. The proposed 50% increase in pupil numbers is evidence-based with data modelled up to 2026 by Cardiff. New pupils will come from the Goetre Fach development not Capel Llanilltern and the new nursery is part of the expansion but may not be in the final plan.
- 9.2. Local children attend a range of schools in and outside the local area and Cardiff and that will likely continue with parental choice.
- 9.3. The existing nursery using PVH has government funding and without it the nursery is no longer financially viable. This affects PVH's income and PCC, as the owner of the site. Nursery jobs would be lost from a business that has been in village for 40 years, is very well supported with many local people having worked there.
- 9.4. PVH will send the Clerk the financial sums involved if the existing nursery leaves with a 40% loss in income to PVH. PCC may be called on to help fill that income gap.
- 9.5. PPS traffic at drop off/collection causes considerable disruption on Bronllwyn with staff parking on Bronllwyn too. PCC should be aware of the safety issues arising from more pupils and teachers. A robust traffic and parking solution is needed. Cardiff has considerable experience with this issue.
- 9.6. Cllr Gavin Hill-John will arrange a meeting between PCC and PPS. PPS is an important part of the village and must remain and have sustainable pupil numbers. Cardiff will work closely with the existing nursery and PVH to minimize the effect on both – this is part of the consultation document.
- 9.7. Cllr Sherwood thanked Mrs Rodd for attending.
- 10. To receive an update from the Wellbeing & Climate Change Group:** The group had not met. Cllr Thorpe was thanked for her leadership of this group.
- 11. To receive an update from the Transport group:** The group had not met.
- 12. To receive an update from the Works Project Working Group:** The Clerk had not be able to update the document.
- 13. Matters arising not reporting elsewhere:** There were none.
- 14. To receive reports from Cardiff Councillors:** Cllr Gavin Hill-John noted that he was working with Cllr Thorpe on Coed Caerdydd. He was involved with the Pentyrch Primary School consultation and plans. There had been a site visit to Heol Pant y Gored to arrange road safety signs.
- 14.1. Cardiff Road, Creigiau: It was noted that work had started on the new traffic calming.
- 14.2. Average speed cameras: these are only installed on main routes and are hard to get approved. More Community Speed Watch groups would help manage speeding vehicles. Local experience suggested that the group were leading to slower speeds.

Cllr Hill-John left the meeting

15. To review membership of PCC Committees: with the resignations of two PCC Members there are a number of vacancies on committees. All committee memberships will be reviewed at the May Annual Meeting.

15.1. It was **RESOLVED** that Cllr Dixon represent PCC at the Pentyrch Sports Association, along with Cllr Pickard; that Cllr Jones represent PCC at Pentyrch Neighbourhood Watch; that Cllr Dixon join the Staffing Committee; that Cllr Filippini join the Finance Committee

15.2. Cllr S Thomas acknowledged the huge contribution to PCC from John Harrison who had recently resigned from the Council. He had been Chairman, Vice Chairman and sat on many committee and community groups over his 18+ years of service. The Clerk was asked to write to Mr Harrison.

16. To approve a response to Cardiff's RDLP consultation: A consultation response is due by February 8. It was **RESOLVED** that PCC would respond supporting the minimum growth option using brownfield or repurposed inner-city sites/buildings. If required developers should be offered some inducement to do this in preference to green field development. Keeping a vibrant City Centre is essential or Cardiff will lose its shops, cafes, restaurants, theatres and museums and risks becoming a sterile administrative centre. The cost of housing must match what local people can afford. PCC will raise its concerns about the protection of the Green Wedge. It endorses Cardiff Civic Society's response.

17. To comment on a letter from Radyr & Morganstown Community Council: The letter from RMCC was circulated in advance. RMCC had written to Cardiff Council's Head of Planning regarding Cardiff Civic Society's document 'Our Vision for Cardiff' and asked PCC to add its name to the letter.

17.1. It was **RESOLVED** to add PCC's signature to RMCC's letter.

18. To receive the report of the Community Engagement Officer : This was received.

Events

Forthcoming Great British Spring Clean: 2 out of 3 local schools have shown an interest.

Litter pick with Cardiff Council for Pentyrch and Gwaelod: Saturday 5th March

Community Link

4 potential new advertisers @ £60 per advert

GENERAL COMMUNITY ISSUES/CONCERNS

Road surface on Cardiff Road, Creigiau deteriorated to a dangerous condition

Footpath 51, Field Terrace, Pentyrch is in a very poor repair, uneven, slippery and dark, dangerous. Reported to CCC

Informed residents that PCC will follow up on the 136 bus service issue

Bins not emptied due to staff from CCC annual leave or sickness. Slight delay of collection of refuse sacks but there was notification from CCC

Bridge/Path from Gwaelod Y Garth over to Taffs Well is very slippery from leaves, reported to CCC

Vehicles blocking pathway to Memorial Park – drivers asked to keep access clear.

Creigiau School problem-parking: an enforcement officer will attend and issue penalty charges if necessary to

Damaged lamp post on Heol Y Park reported this to CCC

Horse mess on pavements on a number of occasions

Creigiau Quarry

Nothing to report

Next Liaison meeting 3rd February

Garth Rotary

Food bank/Tin on the wall still doing well. Tin on the wall will continue as a monthly collection.

South Wales Police/PCSO reports to Richard Davies

Passed on information about online scams

Sent a reminder to PCSO asking if he could visit a few local groups to introduce himself

Miscellaneous

Promote Keep Wales Tidy new dog fouling campaign/posters - leave only your Paw prints

New Defibrillator installed at Western Security bottom of Heol Goch. This has been added to the location list

Face book: thank you to all our volunteer litter pickers

There are now 190 residents living at the new Llanilltern estate

PCC will accept old stamps for RNIB stamps recycling project; may be able to be a base for receiving phones for Ty Hafan charity; may help recycle reading glasses

Information shared with the Community

Waste details/Xmas trees collection

Current Covid booster information

Proposed expansion to Pentrych Primary School consultation

RLDP consultation

Covid Safety Pointers/Keep Safe

Information for Give Blood

Public Consultation regarding additional learning needs provision

Calon Hearts CPR Training

Child Placement Applications

Ongoing Issues/Concerns

Pot holes by Canada Lodge & Lakes, reported this to CCC

Cllr Gavin Hill-John reported that Highways would make the Heol Pantygored junction safer by clearing vegetation. New road signs were not considered necessary.

Pentyrch Surgery relocation mediation

Local defibs: working on ensuring that proper maintenance is carried out and all defibs are registered.

Path in poor repair 1 – 6 Villas, Gwaelod, residents have to walk on the road. Reported to CCC

Verges encroaching onto roads towards Creigiau Park, Capel Llanilltern, reported to CCC

Road surface and old quarry entrance on Heol Goch. This has been reported to CCC

Street signposts: new sign on High Corner, Pentyrch. Illegible signs at Llaniltern/Holdings Lane reported to CCC.

Large potholes appearing on the zig zag path, Gwaelod, reported to CCC

19. To decide on Freedom of Information Act requests and other issues on Bus Route 136: At its December meeting PCC resolved to make a FOIA request of Stagecoach. Later it was realized that FOIA requests do not apply to private companies.

19.1. It was **RESOLVED** that the Clerk to write to Stagecoach South Wales asking why Route 136 service is so unreliable, including in comparison with Routes 122 and 124.

19.2. The Clerk will follow up again on the proposed meeting with Caro Wild and Mark Drakeford's constituency office.

19.3. PCC will try to gather information on people's experience of the bus service and, where possible, compare service with the Stagecoach App records such as cancelled buses that are not shown on the App. The Community Link and Facebook will be used to encourage information to be sent to PCC which can be collated and sent to Caro Wild.

20. To receive an update on a request for further changes to the Lease between PCC and CRC/EHC: PCC's solicitor was instructed following the December meeting. The Clerk will ask for an update.

21. To receive an update on a survey of water run-off from PCC's Gwaelod y Garth woodland: PCC had been unable so far to get support from Cardiff or NRW. The Clerk will continue to seek further advice for the householders.

21.1. The invoice for the hydrology survey had been received.

22. To discuss ideas for HM The Queen's Platinum Jubilee celebrations: It was noted that lighting beacons for royal jubilees had a long tradition and PCC will work on a plan for a safe event since such events are likely to be encouraged nationally. Ideas and plans for the Jubilee will be published in the Community Link to let the community know and to discourage bonfires. Beacons are considered to be environmental clean and better than bonfires. The Clerk will look into Jubilee grants.

23. To receive an update on the plans to relocate Pentyrch Surgery: Mediation between the Community Health Council and Health Board had broken down and the decision about the surgery was now in the hands of the Minister.

23.1. Pentyrch Save Our Surgery had asked PCC to congratulate “*residents of Pentyrch and other surgery users in their efforts to force the Health Board to comply with its legal requirements to properly consult citizens on its proposed closure of Pentyrch Surgery*”.

23.2. It was **RESOLVED** to allow the formal official process to complete and await the Minister’s decision, PCC having given its views to the CHC already.

24. To decide and discuss any issues related to Covid-19: there was nothing new to discuss.

25. To discuss any consultations: Statutory Guidance for Community and Town Councils: It was **RESOLVED** to make no comment.

26. To decide on planning applications: there were none

27. 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 Committees Finance Committee NWCG meeting Creigiau Quarry Liaison meeting
Karen Thomas	Main Meeting Planning Committee Finance Committee NWCG meeting Wellbeing and Climate Change Group
Stuart Thomas	Main Meeting Cardiff Standards and Ethics Committee Wellbeing and Climate Change Group CHC meeting Creigiau Quarry Liaison meeting
Sandie Rosser	Main meeting Planning Committees
Jenna Quilter	Main meeting Staffing Committee
Simon Roberts	Apologies received
Amanda Thorpe	

	Wellbeing and Climate Change Group
Sara Pickard	Main meeting Wellbeing and Climate Change Group
Teresa Filippini	Apologies received
Ian Jones	Main meeting
Gary Dixon	Finance Committee

Date of the next meeting: February 21 2022 online via Microsoft Teams 6:30pm

The meeting closed at 20:19.

Signed by digital signature



Dated February 21 2022