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PENTYRCH COMMUNITY COUNCIL



CYNGOR CYMUNED PENTYRCH

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Minutes of the Meeting held at 6:30pm, February 21 2022 held online via Microsoft Teams

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

Members of the public:
Colin Belward, CRC/EHC
Beth Walsh, CRC/EHC
Dave Christopher, Parc
Sarah Christopher, Parc
Claire Campbell

In attendance: Helena Fox, Clerk

1. **To receive apologies for absence:** Cllrs Simon Roberts, Ian Jones; Cllr Gavin Hill-John
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.
3. **To approve PCC payments carried forward from the Finance Committee 14.2.2022:** The Finance Committee ended before all the recommendations could be made. Detailed income/expenditure against budget report was circulated with copies of invoices and other supporting documents. It was **RESOLVED** to:
 - 3.1. Transfer from CCLA to Co-operative Current Account £35,000 to cover anticipated expenditure to the year end
 - 3.2. To approval payment of two invoices to CJCH, Solicitors in sums of £150.20 including VAT and £975 + VAT. Cllr S Thomas voted against these payments.
 - 3.3. To award a grant of up to £350 to Gwaelod Rangers Football Club towards the cost of installing an external defibrillator subject to the club providing a quotation/invoice detailing how the money will be spent and confirmation from Sports Wales on the grant for a defib. PCC will be happy to receive a further request for help with maintenance costs across the PCC area.
 - 3.4. To award a grant of £3,500 to CRC/EHC as budgeted for in January 2021.
 - 3.5. To approve payment to Orange Forestry's invoice for £10,890 + VAT with £4,810 being paid from EMR323 and £6,080 being paid for from the budget.

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

4. **Public and press session:** there were four members of the public present.
 - 4.1. Colin Belward asked if the item on the Lease with CRC could be brought up the agenda.
 - 4.2. Dave Christopher confirmed whether PCC Members had seen the sketches for new items for Memorial Park. The fence appears completed and now it is clear what space is left to work with.
5. **To consider and decide on any applications for co-option in the Pentyrch and Creigiau Wards:** the Clerk has not received a completed application with a signed declaration of eligibility.
 - 5.1. The Clerk advised that PCC not co-opt someone who has not declared themselves to be eligible.
 - 5.1.1. It was **RESOLVED** not to co-opt because a completed application form with eligibility section was not received.

5.1.2. The candidate will be given the opportunity to present a completed form to the March 21 meeting.

6. **To approve the Minutes of the Meeting held on January 17 2022:** The Minutes of the meeting were proposed as accurate by Cllr Filippini seconded by Cllr Dixon. All agreed. They will be signed by the Chairman with an electronic signature.
7. **To approve the Minutes of the Planning Committee Meeting held February 2 2022:** The Minutes of the meeting were proposed as accurate by Cllr Sherwood seconded by Cllr Rosser. All agreed. They will be signed by the Chairman with an electronic signature.
8. **To approve the Minutes of the Finance Committee Meeting held on February 14 2022:** The Minutes of the meeting were proposed as accurate by Cllr Sherwood seconded by Cllr K Thomas. All agreed. They will be signed by the Chairman with an electronic signature.
9. **To decide on the amended the Lease between PCC and CRC/EHC and decide on renewable licences:** The Clerk had circulated in advance the amended Lease with CRC/EHC's letter accepting its terms, and the Licence to be used by CRC/EHC with proposed changes from CRC/EHC. The Clerk had also provided PCC Members with formal advice from its solicitors and advised Members that the original licence was written by PCC's solicitor to support/align with the lease and, therefore, should consider any changes only if PCC was confident that there was no conflict with the lease or any other legal consequences.
 - 9.1. CRC had asked if they could grant 'rolling' licences from year to year to the Creigiau Cricket Club so that the club can draw down a grant from Sports Wales.

Cllr Pickard joined the meeting

9.2. It was **RESOLVED:**

- 9.2.1. to refuse the granting of rolling licences but to allow the granting of licences by CRC/EHC up to a maximum of 364 days. A new licence could be granted to the same applicant based on a new application and on the terms of the licence in force at the time for a maximum of 364 days.
 - 9.2.2. to complete the lease as drafted and circulated for this meeting, CRC/EHC having written to PCC accepting its terms.
 - 9.2.3. to amend the licence as discussed and agreed subject to approval by PCC's solicitors:
- 3.1.a change week to month unless there is some legal issue PCC is not aware of.
 - 3.1.b : The words 'unless otherwise agreed in writing with the Licensor' should not be added in case it interferes with the limit of the licence to 364 days. If not, they could be added.
 - 3.1.c : CRC asked to delete the bond. PCC are happy with that if it causes no legal issues.
 - 3.2.c : CRC added 'without prior written consent of the Licensor'. PCC refused this
 - 3.2.d: the Recreation Area is a public space so CRC/EHC cannot limit numbers. It was agreed that to limit the number of people in the Pavilion to meet the Fire Regulations – the number to be inserted in the clause where it says [insert maximum number]. If the maximum number is based on the Fire Regs then there cannot be an over-ride as suggested by the words 'without prior written consent of the licensor' and they were deleted.

The issue of whether CRC/EHC could apply for grants rather than the Cricket Club was discussed but the charity said it might cause it future difficulties. It was recognized by CRC that licences will be needed for other clubs too.

10. **To receive an update from the Wellbeing & Climate Change Group:** Cllr Thorpe deferred this to the item on Coed Caerdydd.
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:** There were none.
- 15. To review new Clerk's recruitment and an Extraordinary Meeting to be held March 11 2022 at 6:30pm:** Only one application having been received by the deadline it was **RESOLVED** to extend the advertising of the role by placing an advert on the Indeed website at the cost of some £300 and OVW will be instructed. The Staffing Committee members will meet informally with OVW on February 24th at 10am and discuss a new timeline.

The Chairman paused the meeting so that there could be a conversation with a member of the public who had applied for co-option. The Chairman explained that a decision had been taken and deferred to the March meeting. The Chairman asked the member of the public to copy him into any email chain. The Chairman will consider calling an Extraordinary Meeting to consider any co-option applications.

The Chairman re-started the meeting.

- 16. To receive the report of the Community Engagement Officer :** This was received.

EVENTS

Litter pick with Cardiff Council Saturday 5th March Pentyrch in Pentyrch and then Gwaelod y Garth
Keep Creigiau Tidy Litter Pick Sunday 20th March
Library is open on a Friday from 10.00 a.m. to 12 noon
Will attend the next Gwaelod Tuesday Club on 1st March

GENERAL COMMUNITY ISSUES/CONCERNS

Issues reported to Cardiff : pavements, verges, footpaths, drains, surface water on roads and road surfaces, road signs; fly tipping; street lights; residents addresses; cars on pavements; cars blocking access at the Garth; very poor road/pavement pothole repairs
BT wires down by Gwaelod Primary School
Breedon cement lorry in excess of 7.5 tonnes driving through Pentyrch.
Dogs mess at Pentyrch Rugby Club pitch

Creigiau Quarry

There will be no blasting in 2022. Next liaison meeting in July.

Garth Rotary

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

South Wales Police/PCSO reports

Online scams; PSCOs visiting local groups to make contact; shared emergency information

Miscellaneous

PCC are collecting postage stamps for recycling by RNIB; old mobile phones for Ty Hafan; and old spectacles and hearing aids for Recycle for Sight.
Shared wide range of information for local residents from Welsh Government, NHS, Cardiff, Give Blood, Metro, Dwr Cymru
Questions asked about Park & Ride at Llaniltern Village.

Community Link 115: 3 new advertisers and 2 returning.

Ongoing Issues/Concerns

Proposed Pentyrch Primary Expansion
Many complaints about the current 136 Bus Service collected

- 17. To review the proposed changes to the entrance to Creigiau Quarry:** proposals to change the entrance to the quarry were circulated in advance.
- 17.1. It was **RESOLVED** to support the improvement of the entrance to Creigiau Quarry and the Clerk will write to Tarmac.
- 18. To decide on participation in Coed Caerdydd with Cardiff Council and other partners:**
- 18.1. The Wellbeing and Climate Change Working Group has made contact with Coed Caerdydd through its network of contacts. The project is starting on Cardiff land, often sports field. In March Garth Newydd in Gwaelod y Garth will be one of the first sites in the City.
- 18.2. Cllr S Thomas and Cllr Filipponi thanked Cllr Thorpe for her determination in liaising with Cardiff on this.
- 18.3. It was **RESOLVED** that PCC offer to partner with Coed Caerdydd formally and to plan to plant community orchards on PCC land such as on Terrace Woodland and Fairmeadow as part of PCC's consultation on tree planting. Cllr Thorpe will lead on this.
- 19. To decide on continuing the contract with Ellis Whittam for H&S advice :** It was **RESOLVED** to continue the contract with Ellis Whittam and to call another H&S Committee Meeting.
- 20. To receive an update on Memorial Park and decide on further equipment upgrades:**
- 20.1. The installation of the fence appears to be completed although the Clerk has not yet received confirmation from Emroch.
- 20.2. A recycled plastic bench has been bought from the Parc EMR in the name of TerraCycle. Further items that Parc plan to install are a roll-play tractor for 2-5 year olds and a permanent table tennis table. It was confirmed that these items would be bought from the Parc EMR. Parc have paused fundraising but can re-start or look for grants, if necessary.
- 20.3. Parc was congratulated by PCC on the tremendous work they have done and the difference made to the park.
- 20.4. PCC discussed the proposed new play items and Parc confirmed that residents were supportive of both. Funds were given to Parc on closure of Pentyrch Mother and Toddlers group who requested a roll-play piece of equipment. A tractor seemed more rural than a train or boat and a child can play on it alone. It will need proper surface. Pentyrch Open Gardens donated money specifically for a permanent table tennis table. It was acknowledged by the meeting that these wishes should be respected.
- 20.5. It was **RESOLVED** to agree to the installation of
- 20.5.1. A Playdale Playgrounds play tractor for 2-5 year olds. The vote was all 9 in favour
- 20.5.2. Table tennis table: The vote was 4 in favour; 2 against, 3 abstentions
- 20.5.3. With the installation of these the project of Parc's development of Memorial Park will be complete.
- 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 from Cardiff and NRW about water management and flood mitigation to help them reduce risk to their properties. It was acknowledged that it should be clear to residents if there is or is not anything else PCC can do.
- 22. To discuss ideas for HM The Queen's Platinum Jubilee celebrations:** Following a discussion on various options it was **RESOLVED** that PCC:
- 22.1. lead on a community event over the long Jubilee weekend
- 22.2. arrange the lighting of a beacon on Garth Mountain with limited public access for safety
- 22.3. finance and set up a virtual Jubilee Trail at a cost of £499, as budgeted
- 22.4. contact all community groups in its area informing them of the Big Lottery grants and the deadline of 31.3.2022; that PCC has a small sum of grant funding available and asking groups to let PCC know if they have any Jubilee plans to see how PCC can work with them and be supportive. It is understood that Creigiau Golf club will hold an event

23. To receive an update on the plans to relocate Pentyrch Surgery: No update on the Minister's decision to date.

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

25. To discuss any consultations:

25.1. Consultation on Cardiff's Draft Local Well-being Assessment 2022: It was **RESOLVED** to make no comment.

26. To decide on planning applications:

26.1. **Holdings Lane:** telecoms mast upgrade of existing equipment: papers were circulated in advance. The deadline for response is February 20 so HF will have to respond immediately after the meeting having previously told the company that.

26.2. It was **RESOLVED** to make no comment at this time.

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 OVW meeting: recruitment Creigiau Quarry Liaison meeting
Karen Thomas	Finance Committee
Stuart Thomas	<p>17/01/22 Main Meeting 20/01/22 Coed Caerdydd Teams Meeting 25/01/22 OVW meeting: recruitment 27/01/22 Cardiff County Full Council meeting ref observation Standards & Ethics 03/02/22 Coed Caerdydd Meeting 03/02/22 Creigiau Quarry Liaison meeting 09/02/22 Standards and Ethics National Conference 09/02/22 Standards & Ethics ¼ly meeting 14/02/22 Finance Committee 16/02/22 OVW Larger Council meeting 17/02/22 Radyr Community Council ref observation Standards & Ethics</p> <p>The issue of what can/cannot take place in the pre-election period was raised in the OVW Larger Councils Meeting. The Clerk will check.</p> <p>Cllr Thomas thanked the Community Engagement Officer for her excellent work in helping get the Community Link 115 ready for printing and distribution.</p>
Gary Dixon	Main meeting
Sandie Rosser	Main meeting Planning Committee 20/01/22 Coed Caerdydd Teams Meeting OVW meeting: recruitment
Jenna Quilter	Cllr Quilter raised a concern about potential flooding by the Frog Pond, Creigiau. The Clerk will ask PCC staff to check.

Simon Roberts	Apologies received
Amanda Thorpe	Main Meeting 20/01/22 Coed Caerdydd Teams Meeting Cllr Thorpe noted that residents were relieved that the trees were taken down at Terrace Woodland before the storm.
Sara Pickard	Main meeting Cllr Pickard thanked PCC for the article about her in the Community Link 115
Teresa Filippone	Main meeting
Ian Jones	Planning Committee

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

The meeting closed at 20:58.

Signed by digital signature

Dated March 21 2022