

Meeting of Pentyrch Community Council held at 6.30pm on the 22<sup>nd</sup> April 2024 online via Microsoft Teams.

## **DRAFT MINUTES**

### **1. In Attendance**

Cllr's McGrath, Krip, Roberts, Pickard, Quilter

Clerk

D. Marshall

Apologies for absence: Cllr's Rosser, Hardy, Thomas

### **2. No declarations of interest**

### **3. No public and press**

### **4. It was agreed to appoint 2 Co-opted Members of the Community**

**Council:**

- D Marshall
- J Davies

### **5. Approved the Minutes of the meeting held on 18th March 2024.**

### **6. Approved the Minutes of the Staffing Committee held on 20<sup>th</sup> March 2024.**

### **7. Approved the Minutes of the Planning Committee held on 3<sup>rd</sup> April 2024.**

### **8. Approved the Minutes of the Building & Estates Committee held on the 3<sup>rd</sup> April 2024.**

### **9. Approved the Minutes of the Finance Committee held on the 17<sup>th</sup> April 2024 & agreed to increase the Community Link expenditure budget to £7.5k given the level of spend in 23/24.**

In relation to the decision not to award monies to Pentyrch RFC for provision of a mid-day meal this matter would be kept under review.

**10. Approved the Minutes of the Building & Estates Committee held on the 17<sup>th</sup> April 2024 with the addition – Cllr Krip objected to the sale.**

In considering this matter Council were mindful of the long history of use of this land by the purchaser & previous decisions of the Council.

The Council solicitor is to be asked to confirm acceptance of the offer would not set a legal precedent in relation to future requests to sell PCC land.

Subject to the Solicitor's advice it was agreed:

- The offer made for the land at Cefn Bychan be accepted, subject to the conditions agreed by Council in July 23
- The monies received be earmarked for recreational purposes in Pentyrch
- Future requests to purchase land held for community purposes be refused
- The boundaries of PCC landholdings be subject to bi-annual inspection to ensure there are no encroachments

**11. Approved the Minutes of the Staffing Committee held on 10<sup>th</sup> April 2024 & agreed the following recommendations:**

(a) In view of the additional duties proposed by the Clerk for the post of

Administrator, the incumbent:

- Move up one point on the existing salary scale, effective from 1<sup>st</sup> May 2024
- The hours of work increase from 13 up to 22 per week, effective from 1<sup>st</sup> May 2024
- A further review of her contribution to PCC be undertaken in 6 months
- PCC supports the Administrator undertake training to expand her skills, particularly in relation to council finance processes & procedures

(b) In view of the proximity of the Community Maintenance Officers to usual retirement age that a third officer be appointed, from a date to be agreed

**12. Approved the Minutes of the meeting of Council on the 16<sup>th</sup> April and considered the continuation of the taxi service.**

Council recognised both the difficulties faced by a small number of residents of Gwaelod & the responsibility of Cardiff Council to provide bus services.

Requests to Cardiff Council for:

- information on the frequency of the intended replacement service & its commencement date
- provision of a temporary service

It was agreed to fund a taxi service for a further 4 weeks at a maximum cost of £200

During this period residents are to be encouraged to register with VEST & PCC will offer support.

**13. No Minutes of the Business Plan Working Group as meeting on the 27<sup>th</sup> March 2024 not quorate.**

**14. The work of the Pentrych Transport Task & Finish Group in relation to the proposed relocation of the Surgery.**

Cllr's McGrath & Krip are attending a meeting tomorrow with the Health Board.

In advance, discussions have been held with PSOS & the key issue is that the proposed transport survey should be as straightforward as possible & not designed to "lead" residents.

**15. Questions from PSOS in relation to the proposed Transport Survey:**

- including the pharmacy in the survey?  
*Agreed Answer* - The Health Board is saying it is not legally able to include the pharmacy in the survey, as it is a separate business. PCC does not intend to take a different view.
- PCC financially contributing towards any potential transport scheme?  
*Agreed Answer* - Not at this time
- PCC organising or helping to organise the running a transport scheme on an ongoing basis?  
*Agreed Answer* - Not at this time

**16. Agreed to renew membership of One Voice Wales for 24/25 (£1179)**

**17. Review of PCC published policies:**

**(a) Social Media & Electronic Communication Policy 2017**

**Cllr Krip is to work with the Clerk to update the policy.**

**(b) Equal Opportunity Policy 2017**

**It was agreed to adopt the One Voice Wales recommended Equality & Diversity Policy as a replacement.**

**18. Matters arising from the Minutes not reported elsewhere.**

The Clerk commented upon the destruction of woodlands adjacent to the Quarry. The Planning Dept, Natural Resources Wales & the Woodland Trust had been contacted.

In relation to the proposed highway improvement at the junction by the shops In Pentyrch & alongside Pentyrch Primary, Cardiff Council have been asked if the plans can be included in the next edition of the Community Link and comments invited.

**19. Noted update on Health & Safety issues.**

**20. Planning applications received since the meeting of the Planning Committee**

- Application No 24/00704/DOC - Land To South Of Llantrisant Road, Parcel 2D Within Phase 1 at Plasdwr

No Comments

- Application No 23/02365/RES - Land South Of Llantrisant Road, Parcel 2D Within Phase 1 At Plasdwr Cardiff,

It was agreed to contact CC & seek advice on whether the developer has fully met their legal responsibilities

It was agreed that it was disappointing the developer appeared not to want to work with CC on creating green infrastructure.

**21. In advance of the AGM the roles of Chair & Vice-Chair of Council & Committee Chairs were discussed, together with alternative meeting arrangements.**

**22. The report of the Community Engagement Officer**

In relation to the Civic Reception, it was agreed to:

- Provide Meat and cheese platters per table and a drink on arrival?
- Invite Dignitaries, as in previous years
- Three local groups would be invited to speak about their work (10 mins each) & in the first instance requests be sent to Garth Rotary, Creigiau 23 & the Lan Memorial Group

Cllr McGrath commented that she attends meeting of Pentyrch Neighbourhood Watch & can be contacted for further information.

In relation to the digitalisation of services the Community Engagement Officer is to contact BT & seek further information.

**23.No reports from Cardiff City Council Councillors**

**24.No reports from Councillors.**

**Next Meeting – 20<sup>th</sup> May April 2024**

| <b>Councillor</b> | <b>Meetings Attended</b><br>All meetings in the previous month unless stated |
|-------------------|--|
| Gary Dixon        | Council  |
| Jenna Quilter     |  |
| Sandie Rosser     | Council<br>Planning<br>Building & Estates                                    |
| Sara Pickard      | Council  |
| Huw Roberts       | Council  |
| Karen Thomas      | Council  |
| Louise McGrath    | Council<br>Planning<br>Building & Estates                                    |
| Ian Jones         |  |
| Yvonne Krip       | Council  |
| John Yarrow       | Planning<br>Building & Estates   |
| Rhianna Hardy     | Council  |

**Microsoft Teams Invitation – To join the meeting please use the link below**

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_MDU2ZGZjM2UtN2JjNS00OGVmLWJiOGUtMDRkMGRmMjViODQ4%40thread.v2/0?context=%7b%22Tid%22%3a%22474077ba-7575-4cb1-9312-c0c65f279ffe%22%2c%22Oid%22%3a%22d2688bee-2c0c-485c-a6de-773c924d6f70%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_MDU2ZGZjM2UtN2JjNS00OGVmLWJiOGUtMDRkMGRmMjViODQ4%40thread.v2/0?context=%7b%22Tid%22%3a%22474077ba-7575-4cb1-9312-c0c65f279ffe%22%2c%22Oid%22%3a%22d2688bee-2c0c-485c-a6de-773c924d6f70%22%7d)