



Meeting of Pentyrch Community Council held at 6.30 on the 18th November 2024 at Pentyrch Village Hall & online via Google Meet.

DRAFT MINUTES

1. In Attendance

Cllr's McGrath, Krip, Rosser, Thomas, Roberts, Quilter, Marshall, Davies,

Livesy
Clerk

Apologies for absence
Cllr's, Pickard, Yarrow

2. No declarations of interest

3. Public and Press session

A Smith (PSOS) commented on the next meeting of the Transport Group (28th November) & stressed the importance of attending.

Cllr McGrath confirmed attendance & there will be a PCC meeting at 6.30pm on the 25th November to agree PCC's position.

4. Chair of Council

Cllr McGrath had indicated in May that she only wished to act as Chair for a period of 6 months. It was agreed that:

- Cllr Krip be appointed as Chair of Council for the next 6 months
- Members are to consider if anyone wishes to act as Vice Chair

Cllr McGrath was unanimously thanked for both the work she has undertaken as Chair of Council & the manner in which she has conducted herself.

5. Approved the Minutes of the meeting held on the 21st October 2024 and the following policies agreed by the Staffing Committee:

- Updated Health & Safety Manual
- Maternity Pay
- Stress Management
- Whistleblowing

In relation to the Maternity Pay policy it was agreed that the policy should make it clear any subsequent changes in regulations are automatically adopted by PCC.

In relation to the information discussed at the October meeting relating to the Pentrych Branch Surgery Transport Survey Report, it was agreed that the statistics should be added as an addendum to the minutes.

In relation to the adverse possession claim which has been withdrawn, the property owners are to be requested to reposition the boundary fence.

6. Approved the Minutes of the Special Meeting of Council held on the 4th November 2024.

It was noted that PCC has already identified issues with the insurance arrangements & the Clerk will write to PVH to seek confirmation the insurers understand the land & buildings are owned by PCC.

It is anticipated this discussion may identify other matters contained within the Trust Deed which should be reviewed

7. Approved the Minutes of the Business Plan Working Group held on the 5th November 2024.

An update was provided in relation to the recent meeting of the Friends of the Garth Group:

- The Fire service are to cut the brachen (end of august) to create fire breaks
- The signage is to be erected at more locations
- Nature by the Taf are to be invited to join the group
- The meeting notes are to be considered at the December meeting of Council

Cllr Marshall has been in discussion with PSA about future projects & it was noted that Garth Rotary wish to be involved.

Cllr's McGrath & Krip have met Nature by the Taff at Fairmeadow & the CMO's are to be requested to cut the paths once there is clarity on the position with Dormice.

Cllr Krip has started an update of the asset register & Cllr Thomas offered to help.

The new website is to be shared with councillors in due course.

8. Agreed the Notes of the Planning Committee held on 6th November 2024 (meeting not quorate).

It was noted that:

- Outline planning permission has been approved for the 650 house development
- A further objection has been submitted in relation to Application No 24/02046/HSE 11 Tyn y coed Road, Pentyrch

9. Deferred consideration of the minutes of Friends of the Garth Group held on the 12th December 2024.

10. Approved the Minutes of the Finance Committee held on the 13th November 2024 and agreed the following recommendations:

- Payment of £3537.60 to Worknest for noise & vibration testing of equipment (payments in excess of £2k require the agreement of council)
- Acceptance of quotation 1 to replace the roof of the Office, £10,830 plus VAT subject to evidence of appropriate insurance cover.

The Clerk is to check the quotation includes the costs of scaffolding & clarify when the work will be undertaken & how long it will take.

- In relation to the Quotation for Festival Lighting Councillors are requested to identify 5 locations for planting of Xmas Trees & installation of associated power supplies.
- In relation to the Wales Air Ambulance Appeal it was recognised that PCC does not usually fund organisations based outside its boundaries. This policy was reaffirmed & it was agreed not to award a grant.

In relation to the draft budget for 25-26 Finance Committee were of the view that there should be no increase in the rate of council tax due to:

- the anticipated level of reserves
- the mix of recurring / one off costs, approx. Split £200k / £30k.

All Members are to consider the draft budget & provide comments & suggested additions for consideration at the December meeting of Finance Committee.

11. It was agreed to make the following appointments to external Bodies:

- Cllr Rosser, Gwaelod y Garth School
- Cllr Roberts, Nature by the Taff.

12. Pentrych Branch Surgery Transport Task & Finish Group.

Cllr's McGrath & Krip had met with Cardiff Council & information was awaited on a possible trial of a community car scheme.

13. Matters arising from the Minutes not reported elsewhere:

- FOI request to CC, reminder sent 22nd October 2024
- Hairpin Bend letter to CC, reminder sent 22nd October 2024
- G 1 letter to Cabinet Member, reminder sent 22nd October 2024

14. Health & Safety issues discussed:

Vibration & Noise Testing of equipment - report awaited
Replacement roof
Updated Health & Safety Manual
Stress Management policy

15. No planning applications received since the meeting of the Planning Committee

16. Noted the One Voice Wales response to the Senedd Local Government and Housing Committee inquiry into role, governance and accountability of the community and town council sector.

Cllr's Quilter's role at the Senedd was noted.

17. Noted the Funding News from the Cost of Living Crisis Support Team had been shared with local groups.

18. In relation to the proposed enhancement of the toilet on the ground floor of the Office it was agreed to await advice from a wheelchair user on access to the library.

19. It was agreed to undertake a 3 month trial of new arrangements for meetings:

- With committee meetings being replaced by fortnightly meetings of Council
- The meetings to be on the 1st & 3rd Monday of the month
- Meetings on the 1st Monday of the month to consider:
 - Planning and building and estates matters
 - Health and Safety and Staffing matters, usually quarterly
- Meetings on the 3rd Monday of the month to consider all other items including Finance and progress against planned actions.
- The meetings are to be at 6.30pm at Pentych Village Hall
- The trial is to commence in January

20. The request from the Gwaelod y Garth Inn to locate a defibrillator in a phone kiosk was agreed & PCC is to adopt the phone box.

21. The report of the Community Engagement Officer was discussed and:

- The Community Engagement Officer is to be thanked for her work in arranging the Remembrance Service
- Cllr Marshall was thanked for laying a wreath on behalf of PCC
- The Community Engagement Officer's comments about VE Day are to be discussed at the December meeting

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22. Reports from Cardiff City Council Councillors.

Cllr Livesy commented upon:

- The Planning Committee's unanimous approval of the 650house development & his attendance at both the site meeting & planning committee. All the objections remain relevant to future stages of the planning approval process.
- Star Lane – flooding alleviation works have finally started
- Riverglade & Southglade parking issues. A petition is to be presented to council & due to the research undertaken by a resident it is now clear the parking problems are due to both the development of the station & the absence of public parking for local businesses.
- The site of woodland devastation adjacent to Tonmawr Quarry is being investigated
- Special Landscape Areas around the Garth
- Residents of the Persimmon estate near Junction 33 have identified concerns with flooding, landscaping and the proposed Park. PCC's possible involvement with the latter was discussed & Cllr Livesy is to clarify the future ownership.

Council thanked Cllr Livesy for his work & Cllr Thomas commented upon the need to continue discussions with Cllr Livesy about both the RDLP & the City Region consultation.

22. Reports from Councillors, including training undertaken.

Cllr Davies – Star Lane flooding alleviation works, thanks to Cllr Livesy

- Potential location for defibrillator

Cllr Roberts – attendance at Creigiau quarry meeting – intended highway improvement & tonnages mined

Cllr Marshall – Potential PSA projects

Cllr McGrath – reading at Carol service on 10th December – members invited to express an interest

Cllr Krip – Tarmac in Gwaelod that had covered drainage
Attended meeting of village hall management committee
Attended school monitoring in advance of inspection

Cllr Rosser – request CEO carry out another review of emergency readiness of defibrillators

Next Meeting – 16th December 2024