

**MINUTES OF THE LISVANE COMMUNITY COUNCIL MEETING HELD ON 13 JULY
2020 BY TELE-CONFERENCE**

PRESENT:

Cllrs C Bolton, S Finch, H Hancock, V Hanson, D Jones, R Kelly, E McNeil-Watson, J Rees and A Whittle

In attendance: Mr H Davies (Clerk)

Cllr Hancock in the Chair

Min No. 123/20: Public Representation

None

Min. No. 124/20: Declaration of Interests

Cllrs Hanson, Jones and McNeil-Watson declared an interest in agenda item 6(a) LOSCC funding strategy as they are Trustees of LOSCC

Min. No. 125/20: Apologies for Absence

None

Min. No. 126/20: Minutes of the Previous Meeting, held on 8 June 2020

The minutes of the previous meeting were **agreed**.

Min. No. 127/20: Matters Arising

All matters arising were picked up under the relevant agenda item

Min. No. 128/20: Lisvane Community Building Project

a) LOSCC Funding Strategy

Cllr Jones stated that the Tender Report was sent to the WG before 22 June in accordance with their Conditional Offer Letter. A Full Offer Letter has now been issued for the £100K grant, subject to it being claimed in full before 31 March 2021.

The most competitive Tender Bid of £1.215m has been the subject of a "value engineering exercise". More savings might be possible but this will not change the Funding Strategy and the Trustees needed to reassess the funding, to get the budget more in line with the Tender price.

Cllr Jones added that there are a number of initiatives that have helped.

- The Moondance Foundation has agreed to provide a bridging loan of £100k. Interest will not be charged, and the loan will only be drawn, if needed, in the second half of 2021.
- Trustees are also expecting an offer of a bridging loan of £69k from Social Investment Cymru (SIC) which is part of the Wales Council for Voluntary Action. SIC will charge 7% annual interest, payable monthly.
- In addition, the Garfield Weston Foundation has agreed to a grant of £20k, subject to Trustees raising the full project costs and confirming that the redevelopment is going ahead.
- Finally, Cardiff Council has agreed to increase S106 funding by a further £100k,

taking the total for the development to £600k. This has been negotiated with the help and support of County Cllr. David Walker and will offset the £98,322 estimated cost of SuDS. As regards SuDS, Cllr Jones was pleased to confirm that Welsh Water has now accepted in principle the RVW design but there is a need to clarify one connection point with the road drains and sewer.

The PWLB loan must be drawn by 31 March 2021. Cllr Jones suggested that with the loan being drawn in 2021Q1 it hopefully will again be possible for LCC to make a further £15k annual donation at the end of the 2020-21 financial year in a situation where the LCC budget was based on loan repayments for the full 12 months of 2020-21.

As a result of the Moondance and SIC bridging loans, some of the £300k PWLB money will not be needed for bridging purposes and the plan is to use up to £200k for long term funding. It has always been assumed, that the PWLB money would be kept, as long as possible, because of the low rate of interest. The repayment commitments for £200k, will be correspondingly lower. The PWLB application to WG made clear that the funds are intended as a bridging loan but could be used for any cost overruns.

Cllr Jones explained that the largest and most critical element continues to be the S106 money. Cardiff Council agreement for an additional £100k of S106 funding is enormously helpful (subject to standard terms and conditions). The difficulty is trying to forecast when this money will become available. The LOSCC cashflow projections for the first 12 months include S106 payments for 160 houses. There is a clear intention to build these houses with planning and RMs in place but predicting how Redrow will perform in the current economic climate is challenging. Trustees have agreed the Funding Strategy and are aware that not everything can be exactly predicted but believe that LOSCC must proceed on the basis of these projections.

The next stage is to sign a 'Letter of Intent' giving the builder the authority to appoint his design team – this will incur an initial liability of £43,765. The full standard build JCT Contract will follow within 12 weeks.

Cllr Jones felt that the Funding Strategy would be much stronger if LOSCC had a contingency. For this reason, he suggested that it would be very helpful if LCC could support the principle of an additional PWLB loan in 2021-22 on the basis that it can be justified by a modest increase in the annual Precept to service it.

Cllr Jones confirmed that Dan Stacey Construction Ltd would be appointed as Contractor. He added that all 5 Builders on the Tender list had been chosen by the QS based on their ability to undertake the project and also the quality of their work. A search of Companies House records show that the Company was formed in 2007 and is solvent. Examples of building work undertaken by the Company are on its website.

In response to questions from Members Cllr Jones confirmed that:

- All Tender Bids exceeded QS estimates largely because of the cost of SuDS, type of roof structure and additional foundation work needed because of uneven ground at the Rudry Road part of the site
- The Contract value includes the cost of the SuDS drainage works
- Tender Bids received were not in the same format meaning that some individual costs shown on the QS spreadsheet will have been amalgamated under specific headings eg wall finishing where there appear to be variations
- The JCT Contract is essentially a “fixed price”
- An additional £100k of PWLB would need an increased annual Precept of around £5k-£6k
- PWLB interest rates are currently around 2.4% fixed and 1.2% variable
- The existing £300k PWLB commitment can be comfortably serviced from the current annual Precept and the WG will have satisfied itself with affordability as

part of its formal approval

Members were asked to confirm their support of the LOSCC funding strategy and specifically:

a) that £100k of the PWLB loan should be repaid from S106 monies with the remaining £200k becoming a 25 year term loan

b) agreement in principle to an additional £100k PWLB loan in 2021-22 as a contingency. By implication, this means that LCC would need to increase its 2021-22 annual Precept to cover repayments.

It was **RESOLVED** that both requests should be agreed – four votes in favour and one against. None of the Trustees voted.

As regards the annexe, Cllr Jones added that talks between TG and the Tennis Club have stalled because of WG regulations for the sport. TG hope the clubhouse will be open in the autumn term so that they can temporarily relocate but at this stage there is uncertainty. There are a number of factors involved and once the 'Letter of Intent' has been signed with the builder then specific dates for the move can be planned.

Min. No. 129/20: Maintenance of Old School Site

The Clerk reported no issues

Min. No. 130/20: Village Plan

Cllr McNeil-Watson reported that the Memorial Hall would be contacting their hirers to gauge the position regarding re-opening.

Cllr Finch added that he was optimistic that Age Cymru would be able to re-start Nordic Walking soon.

Min. No. 131/20: Police Matters

APRIL 2020

13-14 April – Theft of number plates from front and rear of vehicle in Millbrook Park

MAY 2020

16 May – Shed burglary at The Court. Pedal cycle and lawn mower stolen

JUNE 2020

2 June – Theft of insecure vehicle (keys left in ignition);

Min. No. 132/20: Highways/Footpaths

The Clerk reported that Graig Protection Society (GPS) had submitted a proposal to Cardiff Council for the redirection of Footpath 28. Current planning arrangements mean that this would run along new pavements at the Redrow site north of St Mellons Road. Members were supportive of the GPS proposal although the most likely option would be for current arrangements to stand but that an additional “new green route” could be created to mirror the GPS proposal subject to agreement with Redrow.

Cllr Kelly raised concerns about weeds and vegetation growth on pavements and it was **AGREED** that the Clerk should contact County Councillor Walker and ask if Cardiff

Council could arrange treatment/removal.

Cllr Rees wondered what the current position is regarding the intended new pavement at the front of 1-3 Heol y Delyn and it was **AGREED** that the Clerk would ask Cardiff Council for an update

Cllr Hanson advised that current road/pavement works at the front of Lisvane Old School on Llwyn y Pia Road was being undertaken by BT as part of its installation of fibre optic cables.

Min. No. 133/20: Parks

a.) Heol y Delyn playing field

No issues

b) Alexander Gardens

No issues

c) Field at rear of St Denys Church

The Clerk reported that he had attended a site meeting with Nicola Hutchinson (Cardiff Council Parks Conservation Officer) and a local resident. It is still intended to form a "Friends Group" but in the meantime Mrs Hutchinson agreed to arrange for vegetation clearance around the bin/benches and would arrange for mowed lines for the 2 pathways through the field (subject to adequate access for the equipment).

Min. No. 134/20: Planning

a) Weekly Planning Schedule

W/E 1 JUNE

6 LARCH GROVE

CONSTRUCTION OF A FIRST FLOOR SIDE EXTENSION AND SINGLE STOREY REAR EXTENSION

43 MILLWOOD

REPLACING BOUNDARY HEDGE WITH LOWER GARDEN FENCE

LISVANE HOUSE, 66 MILL ROAD

PROPOSED CONSTRUCTION OF DETACHED SINGLE-STOREY GYM BUILDING

W/E 8 JUNE

1 HEOL CEFN ON

PROPOSED SINGLE STOREY REAR AND SIDE EXTENSION

W/E 15 JUNE

LAND ON THE EAST SIDE OF, THORNHILL ROAD

DISCHARGE OF CONDITION 12 (CONSTRUCTION MANAGEMENT PLAN) OF 18/01545/MJR

WESTWINDS, 4 HEOL Y DELYN

DISCHARGE OF CONDITION 15 (SUSTAINABLE DRAINAGE) OF 19/00998/MNR

PART OF LAND AT THE FIRS, 25 GRAIG ROAD

CONSTRUCTION OF A SINGLE STOREY DETACHED DWELLING

W/E 22 JUNE

24 IVYDALE

CONSTRUCTION OF SINGLE STOREY PORCH TO FRONT ELEVATION

CWM Y TRANCH, GRAIG ROAD

CONSTRUCTION OF NEW DWELLING WITH ASSOCIATED LANDSCAPING AND SITE INFRASTRUCTURE

W/E 29 JUNE

41 MILLRACE CLOSE

REAR SINGLE STOREY EXTENSION

94 MILL ROAD

DEMOLITION OF EXISTING DWELLING AND CONSTRUCTION OF 3 DETACHED DWELLINGS, WITH ASSOCIATED OFF-STREET PARKING

	AND AMENITY SPACE
W/E 6 JULY	NONE

b) Planning Decisions

W/E 1 JUNE	NONE
W/E 8 JUNE	LAND ON THE EAST SIDE OF THORNHILL ROAD AND NORTH OF M4 MINOR ALTERATIONS TO SITE AND GENERAL ARRANGEMENT PLANS PREVIOUSLY APPROVED UNDER 18/01545/MJR GRANTED 7 CHURCH ROAD DEMOLITION OF EXISTING TWO STOREY BUILDING AND DETACHED GARAGE, AND ERECTION OF TWO STOREY BUILDING COMPRISING PARISH OFFICE, MEETING ROOMS AND ANCILLARY FACILITIES FOR ST DENYS CHURCH GRANTED PENTWYN FARM, GRAIG-LLWYN ROAD RETROSPECTIVE PLANNING APPLICATION FOR ALIGNED ACCESS ROAD TO DWELLING, PARKING AND TURNING AREA, NEW POND AT SOUTH-EAST CORNER OF SITE TO FORM LANDSCAPE FEATURE AND ECOLOGICAL ENHANCEMENT, PERIMETER TRACK, GROUND RE-PROFILING AND LANDSCAPE WORKS GRANTED
W/E 15 JUNE	NONE
W/E 22 JUNE	LAND ON THE EAST SIDE OF THORNHILL ROAD AND NORTH OF M4 DISCHARGE OF CONDITION 9 (SOILS) OF 18/01545/MJR FULL DISCHARGE
W/E 29 JUNE	WESTWINDS, 4 HEOL Y DELYN VARIATION OF CONDITIONS 2 AND 10 OF 19/00998/MNR TO SUBSTITUTE DRAWINGS AND ALTER DESIGN OF WINDOW AND OPENING LIGHTS GRANTED
W/E 6 JULY	6 LARCH GROVE CONSTRUCTION OF A FIRST FLOOR SIDE EXTENSION AND SINGLE STOREY REAR EXTENSION GRANTED

Members were concerned about the re-submission of the planning application for 3 houses at 94 Mill Road. A slightly different version had already been rejected by the Planning Authority in January 2020. Members felt that the development would be overbearing and were also troubled by aspects of the Transport Statement which had failed to justify assumptions made relating to the visual splay when exiting the access road. It was **AGREED** that an Objection should be made.

Cllr Hanson had reviewed the plans for Cwm Y Tranch. There was some concern that the application erroneously gave the impression that the plot has access to a main sewer when in fact it does not. It was **AGREED** to raise the matter with the Planning Officer and request that this is further investigated.

Min.No. 135/20: Reports

a) Friends of Coed-y-Felin

The Chairman's Report and 2019-20 Accounts were received with thanks

b) Friends of Cefn Onn

No issues

Min. No. 136/20: Website

Cllr Hanson confirmed that he had received 5 quotes and that a decision was now needed on whether to remain with the current Website host, Vision ICT or appoint Eyelid Productions who had provided the lowest quote at £600. Cllr Hanson added that the Eyelid Productions Managing Director was himself a Parish Councillor for his local area and that his Deputy was a Clerk to 2 Parish Councils. Websites produced by Eyelid Productions are said to be fully compatible with latest requirements and wordpress is used as a management system which is considered to be very user friendly. On the recommendation of Working Party it was **RESOLVED** to move the LCC website hosting to Eyelid Productions.

Min. No. 137/20: Notice of Vacancy

The Chair explained that following the sad passing of Cllr Prosper the Council is required to publish a Notice of Vacancy "as soon as is practicable". Members agreed that this should be done during the week commencing 20 July 2020.

Min. No. 138/20: Welsh Government Consultations

The Welsh Government were seeking views on post covid-19 arrangements on a wide range of issues including public finances, employment, health etc. It was agreed that Members might wish to respond individually.

Min. No. 139/20: Other Consultations

Correspondence from the Transport Commission was noted.

Min. No. 140/20: Correspondence

The Clerk reminded Members that at its meeting of 14 October 2019, LCC had agreed to submit a recommendation to the S106 Ideas Team at Cardiff Council for the Lisvane Scout Hall to be considered for S106 funding in that the Scout Group were looking to create additional storage space at a cost of around £3k (Min. No. 166/19 refers).

The Clerk shared correspondence with Members where the Scout Group has drawn up plans for the work and that the cost was now estimated at around £90k-£100k. Members agreed that this was now a matter for discussion between Cardiff Council and the Scout Group.

Min. No.141/20: Finance

a) S137 requests

None

b) Independent Remuneration Panel – Payments to Councillors

The Clerk advised that Members are able to claim an annual taxable allowance of £150 but those Members who wish to waive the payment would need to submit an "Opt Out" form for 2020-21

c) Payment Schedule

The Payment Schedule was presented to and **approved** by Members and the following cheques were therefore signed:

Cheque Number	Payee	Amount (£)
400827	H W Davies (reimbursement of BT Tele-conferencing)	85.51
400828	H W Davies (Pay)	942.81
400829	HMRC (Employee/Employer National Insurance + Tax)	74.05
400830	Cardiff Council (Employee & Employer Pension)	257.02
400831	Complete Business Sols Grp Ltd - stationery	19.50
400832	H W Davies (reimbursement of stamps)	26.34
400833	Cancelled	
400834	BT – quarterly bill	140.97

d) Accounts to 30 June 2020 including Budget Monitoring

The Accounts were approved and the Reconciliation Statement signed by Cllr Jones

The Budget Monitoring report was approved

Min. 142/20: Date of Next Meeting

The next meeting of the Community Council will be held on 14 September 2020 at the Cabin, Old School, Lisvane, commencing at 7.30pm.