

**MINUTES OF THE LISVANE COMMUNITY COUNCIL MEETING HELD ON 14
SEPTEMBER 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. 143/20: Public Representation

Lisvane resident Mr A Darwent attended. He explained that substantial building work has been taking place at a neighbouring property. As a result of very heavy lorries using the adjoining access road over a period of more than 2 years, structural damage by way of cracks has occurred to the property occupied by Mr Darwent. Mr Darwent has raised the matter with the neighbour but has not reached a satisfactory outcome.

Mr Darwent's immediate concern is that imminent resurfacing of part of the neighbouring driveway is going to involve 2 days of asphalt deliveries involving 7 or more 6 wheel lorries each carrying around 30 tons. He is concerned that this is likely to create additional structural damage.

The building work follows planning approval given in 2017 and 2019 and it was **AGREED** that the Clerk would raise the matter with the Planning Dept with a request that the Case Officer might be able to negotiate a less harmful way of asphalt delivery.

It was suggested to Mr Darwent that he may wish to take legal advice in the event that he is seeking restitution for the structural damage.

Min. No. 144/20: Declaration of Interests

None

Min. No. 145/20: Apologies for Absence

None

Min. No. 146/20: Minutes of the Previous Meeting, held on 13 July 2020

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

Min. No. 147/20: Matters Arising

The Clerk confirmed that he had contacted Cllr Walker who had arranged for weeds and vegetation growth on pavements to be treated. As regards the pavement at 1-3 Heol Y Delyn, the Clerk had received a response from Cardiff Council indicating it was unlikely that Lozelles would fund the cost of the extended pavement which will therefore need to be "undertaken in the future" by Cardiff Council. It was agreed to monitor the position.

An Objection and Letter of Concern had been submitted for planning applications at 94 Mill Road and Cwm Y Tranch respectively.

Min. No. 148/20: Lisvane Community Building Project

Cllr Jones reported that Social Investment Cymru (part of Wales Council for Voluntary

Action) has confirmed agreement to provide a bridging loan of £69K. There are no fees and the money can be drawn in tranches but there is a 7% annual interest charge. The loan (if needed) will help offset the slow delivery of S106 money.

The 'Letter of Intent' was signed on the 26th August 2020 authorizing the builder to proceed with the design and planning work to a cost limit of £43,765. The 'Letter' confirms the LOSCC intention to engage Dan Stacey Construction Ltd as the Contractor for the project.

A number of savings has reduced the Contract cost to £1.212m. SuDS issue has been on-going for some time and consultancy fees were not included in the Tender procedure. On behalf of Trustees, RVW Consultancy Ltd carried out important ground work and obtained Welsh Water agreement for the discharge to their network. Austin Partnership Ltd, (part of the Dan Stacey team) will now complete the SuDS application, the extra consultancy cost of SuDS will make the revised Tender effectively £1.217m. Austin Partnership Ltd believe a system using eight small storage cells combined with a soak away in the grass area in front of the Old School will be less disruptive to the car park and might save costs.

Subject to the signing of the main Contract the builder will take possession of the site in October 2020. The plan is to demolish the Cabin in November.

TG has decided to relocate to the Tennis Club during the period of the build. When the builder takes possession of the site in October the Old School site will become a restricted area but it has been agreed that the Annexe can be used at weekends. The Library Committee is delighted to have the opportunity to use the Annexe during this time and has thanked Trustees for making this arrangement.

Min. No. 149/20: Maintenance of Old School Site

The Clerk reported no issues

Min. No. 150/20: Village Plan

Cllr McNeil-Watson was grateful to Cllr Finch for resuming the Nordic Walking. Most groups have not been able to meet and the Memorial Hall remains closed.

In consultation with Cllr McNeil-Watson, Cllr Hanson said that he would add the Village Plan to the new Website but with a comment to indicate it was currently being updated.

Min. No. 151/20: Police Matters

JULY 2020

31/07/2020 – theft from insecure motor vehicle – Rowan Way

AUGUST 2020

05/08/2020 – criminal damage to window of dwelling – Cherry Orchard Road

20/08/2020 – criminal damage to fence – The Court

Min. No. 152/20: Highways/Footpaths

In response to a query raised by Cllr McNeil-Watson, Cllr Hanson confirmed that the traffic lights on Llwyn Y Pia Road had been removed following completion of the road works.

Min. No. 153/20: Parks

a.) Heol y Delyn playing field

No issues

b) Alexander Gardens

No issues

c) Field at rear of St Denys Church

No issues

Min. No. 154/20: Planning

a) Weekly Planning Schedule

W/E 6 JULY	NONE
W/E 13 JULY	LAND ADJACENT TO LISVANE ROAD DISCHARGE OF CONDITION 1 (MATERIALS) OF 20/00572/MJR
W/E 20 JULY	PLOT 100, PHASE 1B(II) & PHASE 1C(I), CHURCHLANDS LAND NORTH AND EAST OF LISVANE, MAERDY LANE AMENDMENT FROM A CAMBRIDGE HOUSE TYPE TO A SHAFTESBURY HOUSE TYPE FOR PLOT 100 PREVIOUSLY APPROVED UNDER 19/02053/MJR
W/E 27 JULY	WOOD NORTON, MAERDY LANE SINGLE STOREY REAR EXTENSION TO EXISTING PROPERTY, CONSTRUCTION OF DOUBLE GARAGE, AND CONVERSION AND EXTENSION OF EXISTING SUMMER HOUSE INTO ARTISTS STUDIO PHASE 1C(I), CHURCHLANDS LAND NORTH AND EAST OF LISVANE, MAERDY LANE, LISVANE DISCHARGE OF CONDITIONS 2 (LANDSCAPING DESIGN AND IMPLEMENTATION), 10 (DETAILS OF SURFACE TREATMENTS) AND 11 (JUNCTION DETAILS) OF 19/02053/MJR
W/E 3 AUGUST	WHITE ACRES, RUDRY ROAD PROPOSED SINGLE EXTENSION TO REAR OF MAIN HOUSE, LINK EXTENSION TO GARAGE AND GARAGE CONVERSION AND EXTENSION TO PROVIDE AN ADDITIONAL BEDROOM WITH ASSOCIATED WORKS
W/E 10 AUGUST	NONE
W/E 17 AUGUST	NONE
W/E 24 AUGUST	LAND ON THE EAST SIDE OF THORNHILL ROAD AND NORTH OF M4 DISCHARGE OF CONDITIONS 13 (CONTAMINATED LAND MEASURE - UNFORESEEN CONTAMINATION), 14 (IMPORTED SOIL), 15 (IMPORTED AGGREGATES) AND 16 (USE OF SITE WON MATERIALS) OF 18/01545/MJR
W/E 31 AUGUST	48 RIDGEWAY REAR SINGLE STOREY EXTENSION
W/E 7 SEPT	LAND ADJACENT TO LISVANE ROAD MINOR AMENDMENTS TO SITE LAYOUT AND LANDSCAPING PROPOSALS, ELEVATIONS, BOUNDARY TREATMENTS AND MATERIALS PREVIOUSLY APPROVED UNDER 11/01300/DCO
	NONE
	MOOR LYNCH, RUDRY ROAD NEW SIGNS
	1 COTSWOLD AVENUE CONSTRUCTION OF DETACHED SINGLE STOREY HOME GYM/STORE IN REAR GARDEN

b) Planning Decisions

W/E 6 JULY	6 LARCH GROVE CONSTRUCTION OF A FIRST FLOOR SIDE EXTENSION AND SINGLE STOREY REAR EXTENSION GRANTED
W/E 13 JULY	85 MILL ROAD PROPOSED REMOVAL OF EXISTING RENDER AND RE RENDER. REPLACEMENT OF PLASTIC RAINWATER GOODS WITH CAST IRON GRANTED
W/E 20 JULY	LISVANE HOUSE, 66 MILL ROAD PROPOSED CONSTRUCTION OF DETACHED SINGLE-STOREY GYM BUILDING GRANTED
	3 IVYDALE PROPOSED FIRST FLOOR EXTENSION OVER EXISTING GARAGE AND GARAGE CONVERSION GRANTED
	MOOR LYNCH, RUDRY ROAD DISCHARGE OF CONDITIONS 6 (SAFE ZONES), 7 (EXTERNAL FINISHING MATERIALS), 8 (SURFACE FINISHES), 10 (BOUNDARY AND DECORATIVE WALLS), 11 (REFUSE STORAGE) AND 12 (PUMPING STATION) OF 18/01439/MJR FULL DISCHARGE
	4 LONGHOUSE CLOSE SINGLE STOREY REAR EXTENSION GRANTED
W/E 27 JULY	NONE
W/E 3 AUGUST	1 HEOL CEFN ON PROPOSED SINGLE STOREY REAR AND SIDE EXTENSION GRANTED
W/E 10 AUGUST	41 MILLRACE CLOSE REAR SINGLE STOREY EXTENSION GRANTED
	PART OF LAND AT THE FIRS, 25 GRAIG ROAD CONSTRUCTION OF A SINGLE STOREY DETACHED DWELLING GRANTED
W/E 17 AUGUST	PLOT 100, PHASE 1B(II) & PHASE 1C(I), CHURCHLANDS LAND NORTH AND EAST OF LISVANE, MAERDY LANE AMENDMENT FROM A CAMBRIDGE HOUSE TYPE TO A SHAFTESBURY HOUSE TYPE FOR PLOT 100 PREVIOUSLY APPROVED UNDER 19/02053/MJR GRANTED
	LAND ON THE EAST SIDE OF, THORNHILL ROAD DISCHARGE OF CONDITION 12 (CONSTRUCTION MANAGEMENT PLAN) OF 18/01545/MJR FULL DISCHARGE
	LAND ON THE EAST SIDE OF THORNHILL ROAD AND NORTH OF M4 DISCHARGE OF CONDITIONS 3 (ACCESS DETAILS AND HIGHWAY WORKS), 6 (CYCLE PARKING), 7 (TREE ASSESSMENT), 8 (HARD AND SOFT LANDSCAPING - EXTERNAL LIGHTING), 10 (DRAINAGE SCHEME) AND 11 (GREEN INFRASTRUCTURE MANAGEMENT STRATEGY - LIGHTING SCHEME) OF 18/01545/MJR FULL DISCHARGE
W/E 24 AUGUST	24 IVYDALE CONSTRUCTION OF SINGLE STOREY PORCH TO FRONT ELEVATION GRANTED
	LOZELLES, CHURCH ROAD DISCHARGE OF CONDITION 17 (MEANS OF ENCLOSURE) OF 16/02752/MJR FULL DISCHARGE
	PHASE 2B, CHURCHLANDS LAND NORTH AND EAST OF LISVANE RESERVED MATTERS APPLICATION PURSUANT TO 14/02891/MJR RELATING TO LAYOUT, SCALE, APPEARANCE OF BUILDINGS,

MEANS OF ACCESS (WHERE NOT ALREADY PERMITTED BY THE PERMISSION) AND LANDSCAPING FOR PHASE 2B OF THE SITE COMPRISING 68 DWELLINGS.

W/E 31 AUGUST

GRANTED

PHASE 1C(ii), CHURCHLANDS LAND NORTH AND EAST OF LISVANE, MAERDY LANE

DISCHARGE OF CONDITIONS 9 (CEMP), 13 (TREES), 15 (SOILS) AND 25 (INVASIVE SPECIES) OF 14/02891/MJR

PARTIAL DISCHARGE

46 TYN Y BERLLAN

THE RETENTION OF RAISED GROUND LEVELS IN REAR GARDEN, AN EXTENSION TO AN EXISTING DECKING AREA AND AN INCREASE TO THE HEIGHT OF A BOUNDARY FENCE.

W/E 7 SEPT

GRANTED

LAND ADJACENT TO LISVANE ROAD

DISCHARGE OF CONDITION 1 (MATERIALS) OF 20/00572/MJR

FULL DISCHARGE

Min.No. 155/20: Reports

a) Friends of Coed-y-Felin

Cllr Jones advised that Cardiff Council had suspended all volunteer groups during the Covid-19 period and was in contact with Cardiff Council as to when the suspension was likely to end

b) Friends of Cefn Onn

No issues

Min. No. 156/20: Website

Cllr Hanson reported that the new website is now live and is as compliant with Accessibility Legislation as the available facilities will allow. The Content Management System (CMS) is WordPress which is the leading CMS in the world with 38% of the web and as such it should be future conformant as legislation evolves.

The 2020-21 LCC Budget of £1,750 was intended to cover the cost of the Vision ICT upgrade (£1,400) and annual support/hosting (£350). By switching to Eyelid, the total cost is around £1,000 cheaper (£600 upgrade, £100 support and £48 hosting).

All content has been moved across from the old website and links and contacts are being checked and updated as required.

The format of the site is different from the old site, although Cllr Hanson has been applying changes to ensure that it reflects as far as possible its status as a village website, rather than a Parish Council website which is what the Eyelid template was designed for.

Cllr Hanson will update some of the sub-menus to ease navigation and to change some of the features which do not reflect LCC requirements.

The Clerk and Cllr Hanson have undertaken the training tutorials provided by Eyelid Productions, which are excellent – this means that it will be possible add and edit all the required content.

The Clerk has put on all the current LCC documentation needed to comply with public data accessibility responsibilities and policies.

Cllr Hanson is awaiting further training to become familiar with all the required facilities

and will be working with Eyelid to finalise the format and to add some optional facilities as required.

Consideration is being given to inserting an article in the Link to introduce the new website and to encourage group leaders and other interested parties to check the content and let LCC know what amendments are required.

Members expressed their gratitude to Cllr Hanson for an excellent outcome and much improved website.

Min. No. 157/20: Notice of Vacancy

The Clerk explained that the Co-option Notice had been placed on the official notice board and website. Reference to it was also covered in the September Lisvane Link. The closing date is 5 October 2020. The intention is to produce a list of candidates to the 12 October LCC meeting. LCC may then decide to interview some or all of the candidates.

Min. No. 158/20: Insurance

a) Renewal of Annual Council Insurance

The annual Council insurance is due for renewal on 1 October 2020. Members were presented with 4 quotes. It was **RESOLVED** to remain with the current Insurer Zurich who had produced the lowest quote and to opt for the 3 year contract with the first year being £905.69

b) Contract Works Insurance for re-development

3 quotes were provided and it was **RESOLVED** that Zurich Insurance should be appointed. The start date is 26 October 2020 for a period of 46 weeks with a quote of £3,304

Min. No. 159/20: Welsh Government Consultations

None

Min. No. 160/20: Other Consultations

a) Public Right of Way – footpath 28 Section 257 Diversion Order

Members remain disappointed that the diverted PRoW will pass through the Churchlands Phase 2D housing development but were pleased that Redrow would now link the PRoW to the east entrance of the public open space behind St Denys Church

Min. No. 161/20: Correspondence

The Clerk reported that he had received email correspondence from the PCSO and Vicar regarding arrangements for the 8 November Remembrance Sunday service at the War Memorial. The concern is that Covid-19 regulations will affect this event – currently the maximum number of attendees would be 30 but regulations may change in the event of a second wave. A review in October will need to take place. Cllr Rees added that the height of the Portuguese Laurel was now about right and that they will need to be trimmed from now on.

Min. No.162/20: Finance

a) S137 requests

None

b) Payment Schedule

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

Cheque Number	Payee	Amount (£)
400835	Information Commission – Date Protection renewal fee	40.00
400836	Brookview Garden Maintenance Ltd – War Memorial	60.00
400837	Complete Business Solutions Group Ltd - stationery	62.40
400838	H W Davies reimbursement June BT Teleconferencing	57.14
400839	H W Davies (August Pay)	942.61
400840	HMRC (Employee/Employer National Insurance + Tax)	74.25
400841	Cardiff Council (Employee & Employer Pension)	257.02
400842	Eyelid Productions Ltd	700.00
400843	V Hanson reimbursement of Website Hosting	47.98
400844	H W Davies (September Pay)	960.80
400845	HMRC (Employee/Employer National Insurance + Tax)	87.03
400846	Cardiff Council (Employee & Employer Pension)	264.14

Min. 163/20: Date of Next Meeting

The next meeting of the Community Council will be held on 12 October 2020 by way of teleconference commencing at 7.30pm.