

**MINUTES OF THE LISVANE COMMUNITY COUNCIL MEETING HELD ON 8 MARCH  
2021 BY TELE-CONFERENCE**

**PRESENT:**

Cllrs S Best, 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. 38/21: Public Representation**

None

**Min. No. 39/21: Declaration of Interests**

None

**Min. No. 40/21: Apologies for Absence**

None

**Min. No. 41/21: Minutes of the Previous Meeting, held on 8 February 2021**

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

**Min. No. 42/21: Matters Arising**

The Clerk confirmed that he had submitted a further Letter to Cardiff Planning Dept regarding health concerns raised in relation to the application to install a 20m mast on Lisvane Road as part of the 5G roll out.

As requested the Clerk had reminded the LCA to remove their electrical feeder pillar now that the Heol Y Delyn changing rooms are being demolished. The LCA has already arranged a site meeting with Cardiff Council to agree the new location of the cabinet.

Cllr Whittle advised Members that Cardiff Council had now set its 2021-22 budget and has approved a Council Tax increase of 3.5% (slightly below their original suggestion of 4%)

In response to Cllr Finch, the Clerk advised that he had undertaken a tree audit at Lozelles and that 5 new trees had been planted. A further 11 are required as part of the planning approval and the position will be monitored as these have to be planted between November and March.

**Min. No. 43/21: Lisvane Community Building Project**

Cllr Jones was pleased to confirm that the JCT Contract was signed by Trustees on 11 February 2021 and the final contract price is £1,276,553.78. The Contractor took possession of the site on 15 February 2021 and during the first 3 weeks, all demolitions were completed and good progress was made with the foundation piling. No adverse situations were identified with the initial ground-works.

The Contractor has produced a 'works programme' and a 'cashflow forecast'. This will be updated on a monthly basis to track expenditure. The information has helped Trustees to prepare an up-to-date 'receipts and payments' forecast for the

redevelopment.

The March 2021 invoice for the works completed to date will be £45,608 + VAT and this will comfortably complete the required payments for the WG grant. The Contractor has forecast that the schedule of payments for the first 6 months will be approximately £40k per month + VAT.

Trustees have had confirmation from the S106 staff that they have received £90,942 for Phases 1B(ii) and 1C(i), and £67,218 for Phase 2B. The money from these phases is an integral part of the LOSCC funding strategy and Trustees are relieved that it will become available in due course.

Cardiff Council Legal Dept. has drafted a S106 Agreement to ensure that the £600k funding can only be used for the delivery of the Project, as specified in the planning application and as outlined in the Trustees' business case.

There is also a requirement under the Lease for the Landlord and Tenant to set up a Development Agreement covering all aspects of the design, and management of the project. The Chair has kindly agreed to provide a suitable template for this agreement.

#### **Min. No. 44/21: Maintenance of Old School Site**

The Clerk confirmed that fire doors from the cabin had been retained and one of these will be used by Simon Davies to replace the existing damaged annexe fire door.

#### **Min. No. 45/21: Village Plan**

No issues

#### **Min. No. 46/21: Police Matters**

No crime was reported during the month of February 2021.

The Police have advised that they have been visible and active at Parc Cefn Onn during weekends as part of their enforcement of restricted travel regulations. Members were concerned about the resulting parking of cars on Cherry Orchard Road which could be a danger to pedestrians and children. It appears that vehicles are not using the railway station car park but there was a suggestion that some additional parking could be created on the access road to the park and **ACTION** it was agreed that the Clerk should raise this suggestion with Cardiff Council.

Cllr Whittle advised that there had been a cyclist fatality on St Mellons Road on 7 March 2021 but it was unclear whether this was as a result of a road traffic incident. **ACTION** It was agreed that the Clerk would contact the PCSO for more details.

#### **Min. No. 47/21: Highways/Footpaths**

The Clerk previously advised that he had followed up with Cardiff Council Highways Dept the issue of large vehicles cutting the corner at Church Road into Heol Y Delyn and mounting the new footpath which (a) has damaged the paving stones and (b) is a danger to pedestrians. The Clerk added that Highways Dept has confirmed that they have requested the Lozelles developer to install bollards on the corner. The Clerk also advised that Cardiff Council were making arrangements to extend the new footpath in front of 1 & 3 Heol Y Delyn.

Cllr Hanson expressed concern about the extent to which trees and hedges had been cut back at the Bellway site at St Mellons Road. Members noted that this was done prior to the bird nesting season. **ACTION** It was agreed that the Clerk would review the

Churchlands planning approval to check whether the removal of the trees and hedges have been agreed as part of the Construction Environmental Management Plan.

**Min. No. 48/21: 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. 49/21: Planning**

*a) Weekly Planning Schedule*

W/E 8 FEB

**2 LONGLEAT CLOSE**

REAR SINGLE STOREY EXTENSION, FRONT PORCH EXTENSION AND CONVERSION OF GARAGE TO HABITABLE ROOM

W/E 15 FEB

NONE

W/E 22 FEB

**LAND TO NORTH OF LISVANE ROAD**

MINOR AMENDMENTS TO SITE LAYOUT AND LANDSCAPE PROPOSALS, HOUSETYPES, BOUNDARY TREATMENTS AND MATERIALS - PREVIOUSLY APPROVED UNDER 11/01301/DCO

**COMMUNITY CENTRE, RUDRY ROAD**

NEW FIRE DOOR, RAMP WITH BALUSTRADE, RAISING WINDOW CILLS TO WINDOWS FACING INTO COURTYARD ON SOUTH-EAST ELEVATION, LIGHTWEIGHT SPANDREL PANEL CLADDING COLOUR TO MATCH ADJACENT RENDER WHERE STAIRWELL HAS TO BE BUILT OFF ROOF STRUCTURE AND NEW COLUMN MOUNTED CAR PARK LIGHTING - PREVIOUSLY APPROVED UNDER 19/01028/MNR

**PHASE 3, CHURCHLANDS LAND NORTH AND EAST OF LISVANE**

ALTERATIONS TO APPROVED PLANS - PREVIOUSLY APPROVED UNDER 19/01113/MJR

W/E 1 MCH

**60 HEOL Y DELYN**

VARIATION OF CONDITION 2 OF 16/02798/DCH TO SUBSTITUTE APPROVED PLANS

**YELLOW WELLS, GRAIG ROAD**

RELOCATION OF ACCESS STAIRWAY TO FACILITATE FIRE ESCAPE AND ENLARGE FOOTPRINT OF ORIGINAL PROPOSAL TO INCLUDE A "PLANT ROOM" AND RAISED ROOF - PREVIOUSLY APPROVED UNDER 20/02153/DCH

*b) Planning Decisions*

W/E 8 FEB

**PHASE 2A, CHURCHLANDS LAND NORTH AND EAST OF LISVANE**

AMENDMENT TO LOCATION OF TREE PLANTING - PREVIOUSLY APPROVED UNDER 19/01973/MJR

**GRANTED**

**TYN-Y-BAILEY, GRAIG-LLWYN ROAD**

TO AMEND CONDITIONS 9 AND 10 OF 18/01477/DCH TO ALLOW AN EXTENSION OF THE ECOLOGY REPORT FOR FURTHER 12 MONTHS

**REFUSED**

**PLOT 1, TY DRAW ROAD**

CONSTRUCTION OF A 75 BEDROOM CARE HOME (USE CLASS C2), WITH ASSOCIATED ACCESS, PARKING, LANDSCAPING AND SITE INFRASTRUCTURE

**GRANTED**

**94 MILL ROAD**

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

**REFUSED**

W/E 15 FEB

NONE

W/E 22 FEB

NONE

W/E 1 MCH

NONE

**Min.No. 50/21: Reports**

*a) Friends of Coed-y-Felin*

No issues

*b) Friends of Cefn Onn*

No issues

**Min. No. 51/21: Welsh Government Consultations**

*a) Proposed litter and fly-tipping prevention plan*

The Clerk shared with Members the proposed plan and the WG is inviting comments by 22 April 2021.

Cllr Hanson commented that the document is very comprehensive and that more time will be needed to consider it in detail. He added, along with Cllr Jones, that enforcement measures would be needed but the document gave no hint of any additional enforcement measures and no mention of Police action. Cllr Jones also felt that there should be an easy way for the public to report offences.

Cllr Best observed that raising public awareness was very important. He also noted that the document was inviting actions to be placed in a suggested order of priority. Cllr Finch recommended that each of the 13 questions raised in the document needed to be addressed individually. **ACTION** It was agreed that Members should submit their comments to the Clerk by the end of March to enable the Clerk to produce a draft response for approval at the April LCC meeting.

**Min. No. 52/21: Other Consultations**

None.

**Min. No. 53/21: Correspondence**

*a) Independent Remuneration Panel for Wales Report Feb 2021*

The Clerk shared with Members the 2021-22 Report – the draft version having been considered at the October 2020 LCC meeting (min. no. 179/20 refers). In his covering letter, the Chair of the Panel had commented that there are no changes for Community and Town Councils.

*b) Tree removal – 50 Mill Road*

Correspondence was received from a resident at 50 Mill Road advising Members that a Douglas Fir tree in the front garden would be removed on 15/16 March as it has become dangerous and the top section has died. This was with the approval of the Cardiff Council Tree Preservation Officer.

**Min. No. 54/21: Annual Review of Internal Audit Arrangements**

Members considered a Report from the Policy Committee which had undertaken the annual review of internal audit arrangements. The Report was **APPROVED**.

In response to Cllr Whittle, the Clerk confirmed that the 10 Year Strategy Policy (2011-2021) would be reviewed by the Policy Committee as part of its annual review of LCC Policies. This will be undertaken ahead of the May 2021 AGM.

**Min. No. 55/21: Finance**

*a) S137 requests*

None

*b) Payment Schedule*

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

| <b>Cheque Number</b> | <b>Payee</b>                                      | <b>Amount (£)</b> |
|----------------------|---------------------------------------------------|-------------------|
| 400869               | Cancelled                                         |                   |
| 400870               | Zurich Insurance (Contract Works Policy)          | 3,092.25          |
| 400871               | Audit Wales (External Audit fee)                  | 245.05            |
| 400872               | H W Davies (March Pay)                            | 960.80            |
| 400873               | HMRC (Employee/Employer National Insurance + Tax) | 87.03             |
| 400874               | Cardiff Council (Employee & Employer Pension)     | 264.14            |

The Clerk explained that the Zurich Insurance invoice for the Contract Works Policy was slightly less than the quote agreed in Min. No. 158/20 and also includes a rebate for buildings cover relating to the now demolished cabin

**Min. 56/21: Date of Next Meeting**

The next meeting of the Community Council will be held on 12 April 2021 by way of teleconference commencing at 7.30pm.