

**MINUTES OF THE LISVANE COMMUNITY COUNCIL MEETING HELD ON 14 JUNE
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 McNeil-Watson in the Chair

Min. No. 98/21: Public Representation

None

Min. No. 99/21: Declaration of Interests

None

Min. No. 100/21: Apologies for Absence

None

Min. No. 101/21: Minutes of the Previous Meeting, held on 10 May 2021

The minutes of the previous meeting were **APPROVED** subject to the reference to agenda item 6(a)(b)&(c) being changed to agenda item 10(a)(b)&(c) in min. no. 76/21.

Min. No. 102/21: Matters Arising

The Clerk contacted the Head Teacher of Llysfaen Primary School who confirmed that she had no concerns about the premises licence application for 14 Rowan Way and consequently the Clerk then advised the Sub-Licensing Committee that the LCC objection could be withdrawn provided that the 3 LCC conditions were attached to the premises licence, which was subsequently agreed on that basis.

The Clerk confirmed he had contacted County Councillor David Walker about parking issues at the bottom end of Mill Road and that Cllr Walker had asked the Director of Planning, Transport and Environment to arrange for Officers to investigate the problems and to follow up with a meeting to agree the way forward.

Min. No. 103/21: Audit 2021

a) Annual Return and Annual Governance Statement for Year ended 31 March 2021

The Clerk presented the Annual Return and Annual Governance Statement for the year ending 31 March 2021. Cllr Finch proposed and Cllr Rees seconded that this should be **APPROVED** and Members agreed. The Chair was authorised to sign the document for submission to the External Auditor.

b) Explanation of significant variances

The Clerk presented the explanation of significant variances document and this was **APPROVED**

c) Internal Audit Report

The Internal Audit Report was accepted at the 10 May 2021 LCC meeting (Min. No. 96/21 refers)

Min. No. 104/21: Lisvane Community Building Project

Cllr Jones stated that May was an exceptionally wet month but despite the inclement weather the builder is making good progress and construction work continues to be 4 weeks ahead of schedule. The roof trusses were delivered on 1st June and it will take about 4 weeks to complete the roof structure. Delays are being experienced with some supplies but the builder has brought forward the purchase of other materials to ensure the continuity of the work.

LOSCC will need to revert back to the bollard car park lighting system specified in the JCT Contract and approved as part of the planning application. This will avoid the complications of a new planning application and will reduce costs

The JCT Contract includes the installation of 2 CCTV cameras and the builder has agreed to increase this to 4 at no extra costs to meet the security requirements of the new building. The builder will consult with neighbours regarding their positioning prior to making a submission to the Planning Authority. When the cameras are installed Trustees plan to adopt the official (established) Code of Practice for closed circuit devices.

Cllr Jones added that the S106 Agreement with Cardiff Council has now been finalised and can now be signed by LCC. It is envisaged that the first transfer of S106 money will take place in July 2021.

Trustees met on 12 May 2021 to discuss the on-going construction issues. A further meeting is scheduled for 7 July 2021.

In response to Cllr Bolton, Cllr Jones confirmed that the completion date remains 31 January 2022. Cllr Best (who lives close to the site) added that the builder has run the development in an exemplary way with minimal noise or disruption to neighbours.

a) S106 Agreement with Cardiff Council

The Clerk explained that the £600k of S106 monies would be routed through LCC and that the Cardiff Council Legal Team had produced an Agreement which LCC is asked to sign. Cllr Hancock has vetted the document and as a result some amendments were made to it. This final version was **APPROVED** by Members who agreed that it should now be signed by LCC

Min. No. 105/21: Maintenance of Old School Site

No issues

Min. No. 106/21: Village Plan

Cllr McNeil-Watson confirmed that she would be arranging a meeting of the Village Plan team and would be discussing what activities would be able to re-start. She added that the Lisvane Choir was now meeting at Lisvane Memorial Hall.

Min. No. 107/21: Police Matters

April:

13/04/21 – theft of pedestrian roller from Redrow site off Rudry Road.

19/04/21 – theft of mini excavator from Redrow site off Llwyn-y-Pia Road.

21/04/21 – criminal damage to driver`s window on motor vehicle - Blossom Drive

May:

13/05/21 – dwelling burglary – Rudry Road

Min. No. 108/21: Highways/Footpaths

The Clerk reported that he had received an email from a resident of Llwyn Y Pia Road expressing concern about the extent to which vehicles were cutting the corner when turning right into Llwyn Y Pia Road from Heol Y Delyn (ie from the Rudry Road end). The email states that the road markings are worn and the resident has suggested that an “island/barrier in the centre of the junction” would help. Members agreed that this was problem and **ACTION** the Clerk was asked to write to Cardiff Council and to ask what additional signage or other remedial action they would be able to take.

Cllr Kelly expressed concern about the lack of weed spraying of pavements by Cardiff Council. Cllr Rees had noted there had been some recent weed spraying activity near Lisvane Stores and **ACTION** it was agreed that the Clerk would ask Cardiff Council to provide an update.

Min. No. 109/21: Parks

a.) Heol y Delyn playing field

No issues – it was noted that the grass had recently been cut

b) Alexander Gardens

No issues

c) Field at rear of St Denys Church

No issues

Min. No. 110/21: Planning

a) Weekly Planning Schedule

W/E 3 MAY	75 MILL ROAD DEMOLITION OF EXISTING CARPORT AND GARAGE AND CONSTRUCTION OF SINGLE STOREY FRONT/SIDE EXTENSION
	60 RIDGEWAY SIDE AND REAR SINGLE STOREY EXTENSION
W/E 10 MAY	14 BLOSSOM DRIVE SINGLE STOREY REAR EXTENSION AND ASSOCIATED WORKS
	COACH HOUSE AT TY GWYN, LISVANE ROAD SINGLE STOREY EXTENSION AND ASSOCIATED TERRACE/BALCONY
W/E 17 MAY	TYN-Y-BAILEY, GRAIG-LLWYN ROAD DISCHARGE OF CONDITIONS 9 AND 10 (BAT SURVEY) OF 18/01477/DCH
W/E 24 MAY	4 TANGLEWOOD CLOSE REAR SINGLE STOREY EXTENSION
	CHANNEL VIEW FARM, GRAIG ROAD PROPOSED RELOCATION OF AN EXISTING OUTBUILDING
W/E 31 MAY	PLOT 1, TY DRAW ROAD DISCHARGE OF CONDITION 7 (FOUL DRAINAGE) OF 20/01863/MJR
	11 CHURCH CLOSE EXTENSION TO EXISTING DORMER ROOF EXTENSION
W/E 7 JUNE	NONE

b) Planning Decisions

W/E 3 MAY	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 GRANTED 2 TYN Y BERLLAN PROPOSED SINGLE STOREY REAR EXTENSION WITH TERRACE GRANTED 3 CORNFLOWER CLOSE SINGLE AND TWO STOREY REAR EXTENSION WITH FRONT PORCH EXTENSION AND EXTERNAL ALTERATIONS GRANTED 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 GRANTED
W/E 10 MAY	14 CARDINAL DRIVE SINGLE AND DOUBLE STOREY EXTENSION TO SIDE AND REAR WITH PARTIAL CONVERSION OF GARAGE AND PORCH TO FRONT GRANTED 13 CHARTWELL DRIVE REAR SINGLE STOREY EXTENSIONS GRANTED 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 GRANTED
W/E 17 MAY	21 BLOSSOM DRIVE FIRST FLOOR SIDE EXTENSION GRANTED
W/E 24 MAY	CHURCHLANDS LAND NORTH AND EAST OF LISVANE AMENDING LANDSCAPED AREA TO INCORPORATE A PUMPING STATION AND ELECTRICAL SUBSTATION - PREVIOUSLY APPROVED UNDER 14/02891/MJR GRANTED 28 MILLWOOD CONSTRUCTION OF PART SINGLE STOREY / PART TWO STOREY EXTENSIONS GRANTED LAND ADJACENT TO THE FARTHINGS EXCHANGE CLADDING FOR GLASS BENEATH THE GABLE AND ABOVE THE LIVING ROOM WINDOWS IN THE FRONT ELEVATION AND PILLARS BE MOVED TO EDGE OF PROJECTING GABLE - PREVIOUSLY APPROVED UNDER 20/00757/MNR RESPONSE SENT
W/E 31 MAY	PHASES 1 AND 2, CHURCHLANDS LAND NORTH AND EAST OF LISVANE DISCHARGE OF CONDITION 27 (ARCHAEOLOGY) OF 14/02891/MJR FULL DISCHARGE
W/E 7 JUNE	NONE

Members expressed concern about the application to relocate the chalet at Channel View Farm which Cllr Whittle regarded as an overdevelopment. There was disappointment that the building has been in place for several years even though it has never received any planning approval for it. **ACTION** it was agreed that the Clerk would submit a letter of concern to the Planning Authority reminding them that the building should never have been erected without planning approval and noting that the November 2020 Enforcement Notice requires it to be dismantled

Min.No. 111/21: Reports

a) Friends of Coed-y-Felin

Cllr Jones expressed his appreciation to County Councillor David Walker for arranging for 2 new dog waste bins to be placed at Coed Y Felin woods (at the Heol Cefn Onn and Clos Llysfaen entrances).

Cllr Jones added that Cardiff Council had installed a new barrier on the footpath near the Millrace Close entrance following a serious incident in which a young lady had followed her dog into a ditch next to the footpath but had been unable to climb back up without the help of the fire service. The ditch is significantly deeper than it looks and is considered dangerous particularly to children.

b) Friends of Cefn Onn

In response to a query from Cllr Rees it was agreed **ACTION** that the Clerk would ask Cardiff Council for an update regarding the new parking arrangements at the Park.

Min. No. 112/21: Welsh Government Consultations

None

Min. No. 113/21: Other Consultations

a) Cardiff Council LDP Review 2021-2036

The Clerk referred Members to the Cardiff Council "Virtual Consultation Room" which gives details of a public consultation for the early stages of the LDP review. Cllr Best suggested that the online survey was appropriate for individual responses but that LCC needed to consider a more collective response.

The Chair said she would ask the Village Plan team for their input and asked Members to consider this stage of the review in detail with a view to arriving at a collective response at the LCC meeting of 12 July 2021.

Min. No. 114/21: Correspondence

a) Graig Road Mast

Cornerstone provided details of a pre-planning application consultation regarding the replacement of the mast at Pant Teg Farm on Graig Road. Members noted that the site is screened by trees and is not close to any residential properties. **ACTION** it was agreed that the Clerk would advise Cornerstone that (a) LCC does not intend to object to the planning application unless any residents ask LCC to do so at the time of the planning application and (b) express disappointment with the inaccurate description of the new mast as being a "similar size" to the old one that it will replace in that it is substantially taller and wider and will hold much more equipment

b) Library

In response to 2 emails from the Library Committee it was suggested by Cllr Jones and agreed that LOSCC Trustees should consider these at their meeting of 7 July 2021 and Cllr Jones will report back to LCC at the 12 July 2021 meeting.

Min. No. 115/21: Finance

a) S137 requests

None

b) Approval of Payment Schedule

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

Cheque Number	Payee	Amount (£)
400888	H W Davies (June Pay)	981.36
400889	HMRC (Employee/Employer National Insurance + Tax)	88.30
400890	Cardiff Council (Employee & Employer Pension)	269.32
400891	Complete Business Solutions Group Ltd - Stationery	118.00

Min. 116/21: Date of Next Meeting

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