

**MINUTES OF THE LISVANE COMMUNITY COUNCIL MEETING HELD ON 12 JULY
2021 BY TELE-CONFERENCE**

PRESENT:

Cllrs S Best, 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. 117/21: Public Representation

None

Min. No. 118/21: Declaration of Interests

Cllrs McNeil-Watson, Jones and Hanson declared an interest in agenda item 6(a) as they are Trustees of LOSCC (they are still entitled to speak and vote as this is a “private” not “prejudicial” interest in that they sit as Trustees as representatives of LCC as opposed to a personal capacity)

Min. No. 119/21: Apologies for Absence

Cllrs C Bolton, S Finch and H Hancock

Min. No. 120/21: Minutes of the Previous Meeting, held on 14 June 2021

The minutes of the previous meeting were **APPROVED**

Min. No. 121/21: Matters Arising

The Clerk confirmed that the following matters had been actioned:

- In response to concerns raised about the junction of Llwyn Y Pia Road and Heol Y Delyn, Cardiff Council has agreed to refresh the road markings and also add the location to its “Area of Concern” list
- Cardiff Council now appears to have progressed its weed spraying in Lisvane
- An LCC Letter of Concern about the planning application at Channel View Farm is now showing on the planning portal with a decision expected sometime after 23 July 2021
- In response to suggestions made regarding the car parking at Cefn Onn Parc, Cardiff Council outlined their strategy in an email which the Clerk shared with Members on 15 June 2021
- Cornerstone has been advised that LCC does not intend to object to its planning application for a replacement mast at Panteg Farm but that LCC was disappointed that Cornerstone had chosen to describe the new mast to be of a “similar size” to the old one when clearly it is not

Min. No. 122/21: Lisvane Community Building Project

Cllr Jones stated that the builder continues to make good progress and work remains ahead of schedule. Although completion is officially set for 31 January 2022 the builder is hoping that he can complete the work by the end of this year.

There are currently three construction issues involving extra costs which are being considered by Trustees.

- Following an inspection of the Old School roof by Protectahome the builder is recommending some repair work to the guttering, chimney and flashing to prevent further dampness in the old main hall. Trustees will have an estimate of the cost of this work later this month.
- Secondly, the re-surfacing of the car park. Tarmac re-surfacing is included in the JCT Contract, however, in the past re-surfacing has eventually failed due to a lack of a stone sub-base. The builder now recommends removing approximately 150 mm of soft ground and replacing it with compact stone filling. This is likely to be expensive and Trustee's ability to fund this work will need careful consideration - the deadline for a final decision is mid-August.
- Trustees have also been discussing the treatment of the perimeter railings which are rusting and in need of repair. It is possible that the railings have been contaminated by a lead based paint which would make their refurbishment very expensive. Trustees are awaiting the analysis of the paint. Trustees believe the railings on the wall in front of the Old School are original but the other sections probably have no historic interest and a lower cost option to replace them might be considered. Cllr Rees suggested that it might be better to leave them until the building work was completed and then replace them.

The engrossed S106 Agreement has now been received from the Cardiff Council Solicitor and can now be signed by LCC. The Clerk and Cllr Jones will meet with Ros Baker (S106 Officer) on 20th July 2021 to discuss the first transfer of funds under the new Agreement.

Cllr Jones added, that with the Leasehold Agreement between the LCC and LOSCC in mind, he reported that Trustees are considering the possibility of the cafe area being let to a franchisee albeit on terms and conditions acceptable to the Trustees and the LCC. A franchise arrangement is probably the only way Trustees are going to be able to provide a regular and quality service. Trustees will be discussing this in detail in September/October and will report back. Cllr Rees said that his experience is that this kind of franchise can often cause problems where individual parties to the agreement have their own interpretation of what's been agreed. Cllr Jones stated that legal advice would be sought before entering into any formal agreement.

The future Role of the Library – a discussion paper

The Clerk had shared with Members a discussion paper on the 'Future role of the Library' which was considered by Trustees on 7th July 2021. This paper outlines a possible future service plan for the Library. Trustees would like the Library to become an integral part of the new community centre. The problem is that the Library functions only at limited times with voluntary staff who are mostly not keen on taking on any wider community centre role. Cllr Jones thought there may be some volunteers who are prepared to be part of a wider role coupled with providing the services outlined in the paper and with operational times matching the new building. Cllr Jones thought it likely that the Library might want to consider a part time appointment. The Library committee has very limited funds and this appointment would require some form of grant funding.

Cllr Hanson suggested that most grants relate to capital support and that it would be difficult to find a grant funder who would support employee costs for any length of time. Cllr Best suggested that the Library might be able to find ways of generating income.

It was generally agreed by Trustees and LCC Members that LOSCC would not become a Hub but that there may be benefits in talking with Cardiff Council to see to what extent

they might be able to provide support.

Cllr Rees suggested that it was a little premature to make any decisions at this stage until actual usage of LOSCC is fully understood and the Chair agreed that these matters essentially can be described as ongoing dialogue.

a) To approve 2nd PWLB tranche payment of £100k to LOSCC

The Clerk explained that the cashflow forecast (to which LOSCC and LCC is working) agreed as part of the “funding strategy” now requires a second £100k tranche payment to LOSCC from the £300k PWLB monies held. This was proposed by Cllr Best and seconded by Cllr Rees and **APPROVED** nem.com

b) To agree terms of the new £100k 2021-22 PWLB contingency loan

The Clerk explained that this loan was part of the S106 bridging facility being provided by LCC and that by implication it would be repaid early. He outlined the difference between fixed and variable rate borrowing and also the treatment of early repayment as a breakage cost for early repayment of fixed rate loans can sometimes be charged by the PWLB depending on prevailing market rates at the time – there is no breakage cost for variable rate loans. It was proposed by Cllr Best and seconded by Cllr Rees that a 10 year variable rate loan was the preferred option and this was **APPROVED** nem.com

Min. No. 123/21: Maintenance of Old School Site

No issues

Min. No. 124/21: Village Plan

Cllr McNeil-Watson was pleased to confirm that Nordic walking was now re-established and that the choir was also meeting regularly at the Memorial Hall (albeit with masks).

Cllr Best explained that he was in touch with a Lisvane Men’s Shed group that meets every Monday afternoon at Rhydypennau Hub. At present the group is limited to max 6 people because of the covid restrictions but there appears to be a desire for the group to find a suitable venue in Lisvane and to expand. The group meets socially but the plan is to extend this to craft skills provided that an appropriate venue can be found for tools etc to be used. He was hoping that this could eventually lead to the group taking part in a local “Repair Café Wales” event

Cllr McNeil-Watson added that welcoming letters for new residents will be placed at show homes. She added that a “picnic on the field” at Heol Y Delyn was being considered by village plan members and also that she had asked the Graig Protection Society if they would be interested in running a Treasure Hunt

Min. No. 125/21: Police Matters

June figures are awaited from the PCSO

Min. No. 126/21: Highways/Footpaths

The Clerk reported he was aware that a meeting was being arranged by Cardiff Council with Cllr Walker and the Llanishen County Councillors to discuss the parking concerns at the bottom end of Mill Road which Cllr Whittle described as being “as bad as ever”. It would appear that Transport for Wales (TfW) is also involved given the limited parking at Llanishen railway station which is contributing to the Mill Road problems and Cllr Walker is also keen for TfW to look at a similar problem at Lisvane railway station.

Min. No. 127/21: 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. 128/21: Planning

a) Weekly Planning Schedule

W/C 7 JUNE	6 CHURCH CLOSE SINGLE STOREY REAR AND SIDE EXTENSION AND DORMER ROOF EXTENSIONS TO FRONT AND REAR PLOT 1, TY DRAW ROAD DISCHARGE OF CONDITION 15 (CONSTRUCTION ENVIRONMENT MANAGEMENT PLAN) OF 20/01863/MJR 9 CORNFLOWER CLOSE SINGLE STOREY EXTENSION TO SIDE AND REAR
W/C 14 JUNE	LAND AT PANTEG FARM, GRAIG ROAD REMOVAL OF EXISTING 15M LATTICE TOWER WITH 4NO. ANTENNAS, 1NO. DISH, 3NO. EQUIPMENT CABINETS, CHAINLINK FENCE AND OTHER ANCILLARY EQUIPMENT, AND INSTALLATION OF A REPLACEMENT 20M LATTICE TOWER ON A NEW CONCRETE BASE WITH 12NO. ANTENNAS, 2NO. 0.3M DISHES AND ANCILLARY EQUIPMENT ON THE NEW TOWER. THE INSTALLATION OF 2NO. REPLACEMENT EQUIPMENT CABINETS, 4NO. ERS RACKS ON THE NEW CONCRETE BASE AND EQUIPMENT ANCILLARY THERETO. THE INSTALLATION OF A 2.1M HIGH CHAINLINK FENCE AROUND THE COMPOUND LAND ADJACENT TO LISVANE ROAD DISCHARGE OF CONDITION 1 (EXTERNAL FINISHING MATERIALS) IN RELATION TO PLOTS 9-14 OF 11/01300/DCO SUBSEQUENTLY AMENDED BY NON MATERIAL AMENDMENT 20/01682/MJR
W/C 21 JUNE	PLOT 1, TY DRAW ROAD DISCHARGE OF CONDITION 3 (MATERIALS) OF 20/01863/MJR
W/C 28 JUNE	PLOT 1, TY DRAW ROAD DISCHARGE OF CONDITIONS 18 (CYCLE PARKING) AND 19 (ELECTRIC VEHICLE CHARGING POINTS) OF 20/01863/MJR
W/C 5 JULY	NONE

b) Planning Decisions

W/C 7 JUNE	NONE
W/C 14 JUNE	41 ROWAN WAY SINGLE STOREY REAR EXTENSION GRANTED
W/C 21 JUNE	11 CHURCH CLOSE EXTENSION TO EXISTING DORMER ROOF EXTENSION

GRANTED

43 MILLWOOD

EXISTING REAR TWO STOREY EXTENSION TO BE INCREASED IN HEIGHT ALONG WITH ASSOCIATED WORKS

GRANTED

35 MILL ROAD

DEMOLITION OF EXISTING CONSERVATORY AND CONSTRUCTION OF GROUND AND FIRST FLOOR EXTENSION TO REAR

GRANTED

34 CLOS LLYSFAEN

CONSTRUCTION OF A TWO STOREY EXTENSION TO FRONT ELEVATION

REFUSED

NONE

NONE

W/C 28 JUNE

W/C 5 JULY

Min.No. 129/21: Reports

a) Friends of Coed-y-Felin

Cllr Jones explained that Cardiff Council is now allowing volunteer groups to re-start albeit subject to a list of covid restrictions.

Cllr Jones expressed his thanks to Cllr Walker for his help in liaising with Cardiff Council regarding two overgrown wild flower areas at Millrace Close and Heol Cefn Onn.

b) Friends of Cefn Onn

None

Min. No. 130/21: Welsh Government Consultations

a) Consultation on Qualifications of Clerks in Wales Regulations

The Chair explained that the consultation was about qualifications for Clerks for those Community Councils that apply and are eligible for “general powers of competency” status. She suggested that these would be larger Councils looking for wider powers including fee income generation.

The Clerk explained that the Certificate in Local Council Administration (CiLCA) was not onerous for a Clerk to complete – typically costs around £400 and would need 4 or 5 days to complete. This was the main qualification that the WG were looking at.

Members were content that the WG should proceed on this basis provided that this doesn't impact on smaller Community Councils which had decided (or not been eligible) to apply for competency status.

Min. No. 131/21: Other Consultations

a) Cardiff Council LDP Review 2021-2036

The Clerk shared a discussion paper that Cllr Whittle had prepared and she then went on to talk about the key points in the document. She was very concerned about the flood levels projected in Cardiff by 2050 and was disappointed that Cardiff Council was

allocating only £18m for this problem which seems disproportionate given that Cardiff Council is budgeting £61m for new cycle routes. She was also disappointed that Cardiff still does not have a central bus station.

Cllr Hanson added that he was concerned about transport issues where there is no easy east to west travel in Cardiff and he felt that the draft LDP lacked vision which Cllr Rees agreed with.

The Chair said that she had received some comments from the village plan team and intended to bring all these points together with a view to compiling a comprehensive LCC response to the LDP consultation (which closes on 23 July 2021).

Min. No. 132/21: Correspondence

a) Cardiff Council Standards and Ethics Committee Annual Report

The Report was received with thanks. The Clerk noted that LCC was already compliant with the three issues that the committee had raised in relation to Community Councils

Min. No. 133/21: Finance

a) S137 requests

None

b) Independent Remuneration Panel – Payments to Councillors

The Clerk explained that Members are entitled to a payment of £150 each for the current financial year and that this is taxable. Those Members who would prefer to waive the payment were asked to sign and return the “opt out” form which the Clerk provided.

c) Accounts to 30 June 2021

The Clerk presented the Accounts for the three months to 30 June 2021 together with the quarterly budget monitoring and these were **APPROVED**

d) Approval of Payment Schedule

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

Cheque Number	Payee	Amount (£)
400892	H W Davies (July Pay)	981.36
400893	HMRC (Employee/Employer National Insurance + Tax)	88.30
400894	Cardiff Council (Employee & Employer Pension)	269.32
400895	2 nd Tranche payment of PWLB monies to LOSCC	100,000.00

Min. 134/21: Date of Next Meeting

The next meeting of the Community Council will be held on 13 September 2021 by way of teleconference commencing at 7.30pm.