

**MINUTES OF THE LISVANE COMMUNITY COUNCIL MEETING HELD ON 13
SEPTEMBER 2021 BY TELE-CONFERENCE**

PRESENT:

Cllrs S Best, C Bolton, S Finch, 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. 135/21: Public Representation

Cllr Best introduced Mr Chris Griffiths who addressed Members on behalf of Lisvane Men's Shed Group. Cllr Best reminded Members that LCC support of a Men's Shed for Lisvane is part of the Village Plan and he was very pleased that Mr Griffiths has been able to start a new group. Mr Griffiths gave examples of other groups that had been formed in Cardiff and also explained that the group serves two purposes (a) the wellbeing of members many of whom live alone and (b) the provision of craft skills such as woodwork.

Following contact with Julie Morgan AM and Anna McMorris MP, Mr Griffiths was able to locate the group in the Rhydypennau Hub. Due to covid restrictions the group is limited to max 6 people and isn't able to take any tools and equipment on site so craft work activities have yet to start. However the Hub makes no charge for the group which meets once a week.

The biggest difficulty for the group is finding a location in Lisvane and also one that will enable the craft work to be established. Cllr Best was confident that numbers would increase to more than 15 once the group has a Lisvane home. Lisvane Memorial Hall is being considered but they will not allow tools and equipment on site and so the group is still looking – possibly for land on which to put a container (which would preferably need an electricity and water supply).

Cllr Finch thought there might be some mileage in approaching Redrow for a donation of one of their former sale office portacabins and suggested that Cllr Walker might be able to help as he appears to have a good working relationship with Redrow. Similarly, it was suggested that Mr Griffiths might be able to re-approach Mr Chris Williams should something suitable become available at Mill Farm Ind Estate. The group would be happy to share premises with any other community group.

The Chair explained that LCC funding is largely committed to the current redevelopment of Lisvane Old School Community Centre but that LCC would be willing to look at any specific funding request from the group. It was also agreed that this could be flagged to Cllr Joel James AM (Shadow Minister for Social Partnership) as he had kindly offered to provide assistance to community councils in his South Wales Central constituency.

Min. No. 136/21: Declaration of Interests

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

Min. No. 137/21: Apologies for Absence

Cllr H Hancock

Min. No. 138/21: Minutes of the Previous Meeting, held on 12 July 2021

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

Min. No. 139/21: Matters Arising

Cllr Whittle was pleased to note that County Cllr Walker has confirmed that double yellow lines will shortly be placed at the bottom end of Mill Road

In response to the Chair, the Clerk confirmed that there had been no decision made by the Planning Authority regarding the repurposing of the holiday cabin at Channel View Farm

Min. No. 140/21: Lisvane Community Building Project

Cllr Jones told Members that at the end of July the S106 Officer confirmed that Bellway Homes had paid their S106 contribution to Cardiff Council relating to 270 plots at Churchlands Phase 3. This payment totalled £267K and together with the earlier S106 payments means that Cardiff Council has received £588K - only £12K short of the £600K allocated to the Old School Development.

At the end of August and in consideration of payments already made to the builder Cardiff Council released a first payment to LCC of £501,576.98.

Trustees are now in a much stronger financial position and will not now need to draw down the bridging support from Social Investment Cymru and the Moondance Foundation.

The builder is reporting that he is 3 weeks ahead of schedule and a completion date at the end of this year looks increasingly likely. Trustees have considered and approved £28K of additional essential costs, including the external decoration and repair of the Old School, the car park sub base and part removal and refurbishment of the railings. Some of this can be accommodated in the £12K surplus beyond the JCT Contract value and the remainder can be covered by the £100K contingency fund which the LCC has made available.

Cllr Jones went on to express disappointment that after all the discussions on the future of the Library there is not the confidence to get the volunteer support to open more than the usual three very limited sessions a week.

Trustees agreed to make an announcement in the Lisvane Link and the on the Lisvane Facebook page appealing for volunteers to help with the running of the community centre. Trustees are looking for residents who might be able to help with the cafe area, caretaking, cleaning, taking bookings and library work. There was an immediate response from the Facebook page with 2,700 hits and 9+ positive responses (although, many of the positive responses include people who are working full time and can only help occasionally).

Cllr Jones explained that the library has limited funds and operates on a Grant from the LCC which this year is £2,500. LOSCC is 'in business' for VAT purposes and rents will need to be charged on a market value basis. The market value rent for the Old School Hall which the library plans to occupy will be at least £8k (prior to the Covid lock-down the Old School Hall generated just over £1k per month – the figure of £8k can therefore be justified on the basis of a discounted rate offered to a long term tenant).

Cllr Jones added that the Grant which LCC pays to the library is not subject to VAT. If VAT was charged the LCC would simply reclaim it on its annual VAT return with a nil

effect to HMRC.

Cllr Jones felt the key issue is that Members will need to decide if an annual Grant of £8k grant can be justified. Annual budgeting is normally agreed in January but with the building likely to become available sooner it makes sense for LCC to consider the position now.

In summary, Cllr Jones stated that the point is (a) can a market value rent of £8k for 3 very limited sessions per week be justified or (b) if the Library could open in the day at the similar times as the Community Centre (5 or 6 hours a day) 6 days a week it makes it much easier to justify.

Cllr Hanson declared a personal interest with this connections to the Library committee. Cllr Hanson told Members that the Library now has a smaller stock of books and would only need to occupy half of the old main hall. He didn't necessarily see it as the role of the Library to provide for photocopying, digicam group etc although Cllr Jones said that he would be saddened if simply stocking books is all that the library would do.

Cllr Hanson made the point that the position of volunteer support for the Library and other community centre services would not be known until the results of the request for volunteers had been ascertained. He also said that the Library Chairman's request to Library members for their future volunteering aspirations had only just gone out (following the Clerk's Facebook post asking for volunteers for the Community centre as a whole), so it was too early to make an assessment of what library sessions would be supported in the future

Cllr Rees saw the Library as being an important part of the new building and there was a general feeling that the Library needed to be visibly open for business. Cllr Whittle observed that the Grant support could be agreed for one year only with a performance review at the end of that period.

The Chair observed that this is something that the Trustees needed to deal with and it was agreed that the Clerk would produce a paper for the next Council meeting explaining the impact of the increased Grant on the annual Precept.

a) To approve 3rd 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 third £100k tranche payment to LOSCC from the £300k PWLB monies held. This was proposed by Cllr Rees and seconded by Cllr Finch and **APPROVED** nem.com

b) To approve release of S106 monies to LOSCC

The Clerk explained as stated in the S106 Agreement, all S106 monies for LOSCC from Cardiff Council would be routed through LCC. The first payment of £501,576.98 was received by LCC on 27 August 2021 which is an amount equal to all LOSCC payments made to the builder. Members were asked to authorise release of these funds to LOSCC which will be needed to cover ongoing monthly invoices from the Contractor. This was proposed by Cllr Rees and seconded by Cllr Finch and **APPROVED** nem.com

Min. No. 141/21: Maintenance of Old School Site

The Clerk reported that the Annexe fire door had been replaced (with one salvaged from the former cabin).

Members were advised that bilingual signage would be added to the front of the new building (details of this was included in a computer generated image shared with

Members). LOSCC will arrange this which requires planning approval and LCC confirmed its consent as landlord.

Min. No. 142/21: Village Plan

Cllr McNeil-Watson was pleased that progress was being made with the Men's Shed.

She updated Members about the Welcome Packs for new residents and indicated that the intention is to provide these to the local sales offices in the Autumn.

Cllr Finch reported that the Heritage Trail Challenge had taken place over the August Bank Holiday weekend with excellent feedback from those who took part. This had been arranged by the Village Plan team in conjunction with Graig Protection Society and LCC had provided a £25 gift card for the winner.

Min. No. 143/21: Police Matters

JUNE

A minor act of vandalism involving fire damage to a number of tennis balls and the underlying court surface, and defacing of the court surface took place at Lisvane Tennis Club between the evening of 18/6/21 and the morning of 19/6/21

JULY

No reported crime

AUGUST

No reported crime

Min. No. 144/21: Highways/Footpaths

The Clerk reported that in response to concerns raised about the junction of Llwyn Y Pia Road and Heol Y Delyn, Cardiff Council has now refreshed the road markings and also added a 20mph sign on the road

The Chair raised concerns that the new resin footpath adjacent to Lozelles was showing signs of deteriorating. The Clerk stated that this had recently been raised by Mr Chris Williams and that Cardiff Council were currently dealing with it

Min. No. 145/21: Parks

a.) Heol y Delyn playing field

No issues

b) Alexander Gardens

No issues. Cllr Hanson reported that some of the herb garden on the adjacent footpath was in the process of being cut back by the volunteers

c) Field at rear of St Denys Church

No issues

Min. No. 146/21: Planning

a) *Weekly Planning Schedule*

W/C 5 JULY	NONE
W/C 12 JULY	25 COTSWOLD AVENUE REPLACEMENT AND EXTENSION OF EXISTING FRONT DORMER ROOF EXTENSION 26 HEOL CEFN ON PROPOSED TWO STOREY EXTENSION TO SIDE OF PROPERTY PHASE 1B(II) & PHASE 1C(I), CHURCHLANDS LAND NORTH AND EAST OF LISVANE, MAERDY LANE AMENDMENT TO THE ACCESS AND PARKING LAYOUT TO PLOTS 147-161 - PREVIOUSLY APPROVED UNDER 19/02053/MJR MILL HOUSE, 85D MILL ROAD SINGLE STOREY REAR EXTENSION PLOT 1, TY DRAW ROAD DISCHARGE OF CONDITION 9 (LANDSCAPING DETAILS) OF 20/01863/MJR 10 THE MOUNT SIDE AND REAR SINGLE AND DOUBLE STOREY EXTENSIONS, PART CONVERSION OF GARAGE WITH DORMER ROOF EXTENSIONS TO GARAGE AND MAIN HOUSE
W/C 19 JULY	LAND TO NORTH OF LISVANE ROAD MINOR AMENDMENT TO SITE LAYOUT AND TREE PROTECTION PLAN AND TREE SURVEY PREVIOUSLY APPROVED UNDER PERMISSION 21/00410/MJR
W/C 26 JULY	1 HEOL CEFN ON AMENDMENT TO FOOTPRINT, EAVES DETAIL AND FENESTRATION - PREVIOUSLY APPROVED UNDER 20/01080/DCH
W/C 2 AUG	DILLONS, CEFN MABLY ROAD REMOVAL OF EXISTING ROOF AND REPLACE WITH DOUBLE GABLE APEX ROOF WITH REAR DORMER ROOF EXTENSIONS, EXTENSION AND ALTERATIONS TO FRONT ELEVATION AND CONSTRUCTION OF DOUBLE GARAGE COMMUNITY CENTRE, RUDRY ROAD DISCHARGE OF CONDITION 20 (CCTV) OF 19/01028/MNR THE SCOUT HALL, HEOL Y DELYN SINGLE STOREY EXTENSION TO HALL 2 CLOS COED-Y-DAFARN RETENTION OF DECKING
W/C 9 AUG	PHASE 1, CHURCHLANDS LAND NORTH AND EAST OF LISVANE, MAERDY LANE DISCHARGE OF CONDITION 2 (PLAY AREA) OF 19/02885/MJR WOOD NORTON, MAERDY LANE CONSTRUCTION OF DETACHED ONE BEDROOM CHALET DWELLING (ON SITE OF PREVIOUSLY APPROVED DOUBLE GARAGE)
W/C 16 AUG	11 BLOSSOM DRIVE SINGLE AND DOUBLE STOREY SIDE EXTENSIONS, CONVERSION OF GARAGE, NEW DETACHED GARAGE AND BOUNDARY WORKS
W/C 23 AUG	FOOT PATH ON TY-DRAW ROAD, ADJACENT TO HEOL NANT GLANDULAS JUNCTION PROPOSED 5G TELECOMS INSTALLATION: 20M HIGH 'SLIM LINE' PHASE 8 H3G STREET POLE C/W WRAP AROUND CABINET AND 3NO. CABINETS WITH ANCILLARY WORKS PLOT 1, TY DRAW ROAD DISCHARGE OF CONDITION 13 (NOISE MITIGATION AND VENTILATION STRATEGY) OF 20/01863/MJR
W/C 30 AUG	6 CRANFORD, BROOKLEA PARK TWO STOREY SIDE EXTENSION TO EXISTING FLAT PLOT 73, PLAS Y DRAW PROPOSED ALTERATION OF APPROVED DWELLING TO INCLUDE REAR CONSERVATORY EXTENSION
W/C 6 SEPT	NONE

b) Planning Decisions

W/C 5 JULY	PHASE 1B(II) & PHASE 1C(I), CHURCHLANDS LAND NORTH AND EAST OF LISVANE, MAERDY LANE AMENDMENTS TO SITE LAYOUT FOR PLOTS 134-148 INCLUDING REMOVAL OF PLOTS 133 AND 134, RE-NUMBERING TO 133-146 AND HOUSE TYPE CHANGES - PREVIOUSLY APPROVED UNDER 19/02053/MJR GRANTED CWM Y TRANCH, GRAIG ROAD CONSTRUCTION OF NEW DWELLING WITH ASSOCIATED LANDSCAPING AND SITE INFRASTRUCTURE GRANTED
W/C 12 JULY	TYN-Y-BAILEY, GRAIG-LLWYN ROAD DISCHARGE OF CONDITIONS 9 AND 10 (BAT SURVEY) OF 18/01477/DCH PARTIAL DISCHARGE
W/C 19 JULY	4 TANGLEWOOD CLOSE REAR SINGLE STOREY EXTENSION GRANTED PHASE 1, CHURCHLANDS LAND NORTH AND EAST OF LISVANE, MAERDY LANE RESERVED MATTERS APPLICATION IN RELATION TO NANT PARK NORTH, WOODLAND LINK & NANT PARK SOUTH (PUBLIC OPEN SPACE) PURSUANT TO 14/02891/MJR PHASE 1 PUBLIC OPEN SPACE GRANTED
W/C 26 JULY	MOOR LYNCH, RUDRY ROAD DISCHARGE OF CONDITION 16 (TOPSOIL) OF 18/01439/MJR FULL DISCHARGE PLOT 1, TY DRAW ROAD DISCHARGE OF CONDITIONS 18 (CYCLE PARKING) AND 19 (ELECTRIC VEHICLE CHARGING POINTS) OF 20/01863/MJR FULL DISCHARGE PLOT 1, TY DRAW ROAD DISCHARGE OF CONDITION 3 (MATERIALS) OF 20/01863/MJR FULL DISCHARGE 9 CORNFLOWER CLOSE SINGLE STOREY EXTENSION TO SIDE AND REAR GRANTED PLOT 1, TY DRAW ROAD DISCHARGE OF CONDITION 7 (FOUL DRAINAGE) OF 20/01863/MJR FULL DISCHARGE 75 MILL ROAD DEMOLITION OF EXISTING CARPORT AND GARAGE AND CONSTRUCTION OF SINGLE STOREY FRONT/SIDE EXTENSION GRANTED LAND ADJACENT TO THE FARTHINGS, LISVANE ROAD 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 GRANTED
W/C 2 AUG	LAND AT PANTEG FARM 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 GRANTED

W/C 9 AUG	PHASE 1C(II), CHURCHLANDS LAND NORTH AND EAST OF LISVANE, MAERDY LANE RESERVED MATTERS APPLICATION PURSUANT TO PERMISSION 14/02891/MJR, RELATING TO LAYOUT, SCALE, APPEARANCE OF BUILDINGS, MEANS OF ACCESS (WHERE NOT ALREADY PERMITTED BY THE PERMISSION) AND LANDSCAPING FOR PHASE 1C(II) OF THE SITE COMPRISING 78 DWELLINGS GRANTED
W/C 16 AUG	1 HEOL CEFN ON AMENDMENT TO FOOTPRINT, EAVES DETAIL AND FENESTRATION - PREVIOUSLY APPROVED UNDER 20/01080/DCH GRANTED LAND TO NORTH OF LISVANE ROAD MINOR AMENDMENT TO SITE LAYOUT AND TREE PROTECTION PLAN AND TREE SURVEY PREVIOUSLY APPROVED UNDER PERMISSION 21/00410/MJR GRANTED
W/C 23 AUG	MILL HOUSE, 85D MILL ROAD SINGLE STOREY REAR EXTENSION GRANTED PLOT 1, TY DRAW ROAD DISCHARGE OF CONDITION 15 (CONSTRUCTION ENVIRONMENT MANAGEMENT PLAN) OF 20/01863/MJR FULL DISCHARGE 2 CHERRY TREE CLOSE DOUBLE STOREY REAR EXTENSION REFUSED
W/C 30 AUG	COMMUNITY CENTRE, RUDRY ROAD DISCHARGE OF CONDITION 20 (CCTV) OF 19/01028/MNR FULL DISCHARGE 25 COTSWOLD AVENUE REPLACEMENT AND EXTENSION OF EXISTING FRONT DORMER ROOF EXTENSION GRANTED 6 CHURCH CLOSE SINGLE STOREY REAR AND SIDE EXTENSION AND DORMER ROOF EXTENSIONS TO FRONT AND REAR GRANTED PHASE 2C, 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 2C OF THE SITE COMPRISING 66 DWELLINGS. GRANTED
W/C 6 SEPT	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 FULL DISCHARGE PHASE 3, CHURCHLANDS LAND NORTH AND EAST OF LISVANE ALTERATIONS TO APPROVED PLANS - PREVIOUSLY APPROVED UNDER 19/01113/MJR GRANTED

Min.No. 147/21: Reports

a) Friends of Coed-y-Felin

Cllr Jones reported that volunteers were back working but that no committee meetings were taking place.

b) Friends of Cefn Onn

None

Min. No. 148/21: Welsh Government Consultations

a) Local Elections (Wales) Act 2021

In his email to Members of 14 August 2021 the Clerk gave details of the proposed procedural changes relating to local elections for Principal and Community Councils. Members agreed that none of the proposed changes were contentious and agreed that the Clerk should advise the WG that LCC is supportive of the new Act.

Min. No. 149/21: Other Consultations

Members considered the Boundary Commission for Wales proposal to reduce the number of Parliamentary constituencies in Wales from 40 to 32. The Cardiff North constituency remains the same other than Taffs Well will be included in it. The proposals were noted.

Min. No. 150/21: Correspondence

a) Letter from Joel James AM

Members were grateful to Mr James for his offer to attend a future meeting and as per Min. no. 135/21 thought it appropriate to ask Mr James if he has any suggestions for ways in which the Men's Shed could be helped.

b) Local Elections 5 May 2022

Email from Cardiff Council states that in the event of a contested Community Council election next May that LCC would be expected to contribute approximately £3,422.98 provided the contested election is held on the same day as the County Council elections.

c) Operation London Bridge

One Voice Wales gave a list of actions for Councils to observe in the event of the passing of HM The Queen. This would include a suitable entry on the community website and the lowering of any flags (there was a suggestion that LOSCC might want to install a flag pole at the new building).

Min. No. 151/21: Renewal of Annual Council Insurance

The Clerk explained that last year LCC had entered into a 3 year insurance contract with Zurich Insurance for its Council Insurance. The renewal fee of £807.99 was **APPROVED**

Min. No. 152/21: 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 (£)
400896	Information Commissioner	40.00
400897	Cardiff Council Pension	269.32
400898	H W Davies August Pay	981.36
400899	HMRC Employee/Employer Tax and National Insurance	88.30
400900	Cllr V Hanson - reimbursement of website hosting fee	47.98
400901	Brookview Garden Maintenance Ltd - War Memorial	60.00
400902	H W Davies - reimbursement of purchase of stamps	25.70
400903	H W Davies September Pay	981.36
400904	HMRC Employee/Employer Tax and National Insurance	88.30
400905	Cardiff Council Pension	269.32
400906	Planning Aid Wales – training event Cllr Bolton	30.00
400907	Eyelid Productions Ltd – annual website support fee	100.00
400908	Zurich Municipal – renewal of Council insurance	807.99
400909	H W Davies – reimbursement of Gift Card	25.00
400910	LOSCC – 3 rd tranche of PWLB	100,000.00
400911	LOSCC – release of S106 funds from Cardiff Council`	501,576.98

Min. 153/21: Multi Location Meetings

Members were advised the WG has agreed that physical meetings can now take place but that arrangements also need to be made for people to join the meeting remotely if they wish to do so (inc Councillors, press and members of the public). The Clerk will seek further advice from the Monitoring Officer but initial thoughts are that a conference phone could be located in the LOSCC committee room which would allow callers to hear the physical meeting and also be heard. It's unlikely that a physical LCC meeting will be possible until January 2022 (when the new building becomes available)

Min. 154/21: Date of Next Meeting

The next meeting of the Community Council will be held on 11 October 2021 by way of teleconference commencing at 7.30pm.