

**MINUTES OF THE LISVANE COMMUNITY COUNCIL MEETING HELD ON 14
NOVEMBER 2022 AT LISVANE OLD SCHOOL COMMUNITY CENTRE**

PRESENT:

Cllrs S Best, C Bolton, S Finch, H Hancock, V Hanson, D Jones, R Kelly, E McNeil-Watson, A Whittle and County Cllr E Reid-Jones

In attendance: Mr H Davies (Clerk) and Mrs A Rees (Admin Officer)

Cllr Finch in the Chair

Min. No. 152/22: Public Representation

None

Min. No. 153/22: Declaration of Interests

None

Min. No.154/22: Apologies for Absence

Cllr J Rees

Min. No. 155/22: Minutes of the Previous Meeting, held on 26 September 2022

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

Min. No. 156/22: Matters Arising

Cllr Jones thought that the Remembrance Sunday Service at the War Memorial was well organised. He noted that in previous years St Mellons Road had been closed in both directions for the duration of the service. Feedback that he'd received suggested that allowing one way traffic this year had created some noise from motor vehicles. The Clerk explained that we only have permission to close the road immediately in front of the War Memorial. Where the Police have previously closed St Mellons Road, preventing cars from exiting for the 25 mins duration of the service, this has caused very vocal complaints from frustrated drivers. The alternative would be for Cardiff Council to set up a formal diversionary route at the other end of St Mellons Road but this would incur a significant and unnecessary cost.

Members were of the view that the best way to mitigate the noise from vehicles would be:

- Request Police to stop all traffic during the 2 minute silence
- On Lisvane Road, the road closure would be more appropriate at Clos Y Dafarn (being a reasonable distance from the War Memorial)
- Could the Minister use a PA system

The Clerk added that whilst the scouts, beaver, cubs etc were very welcome to attend he had received feedback that the War Memorial appeared "crowded" which was a shame given that other wreath layers were in attendance including the Police Cadets, community leaders and potentially veterans. The Scout Leader had been requested to manage numbers and the Clerk said he would review this with her next year.

Cllr Kelly expressed concern about the new construction site on St Mellons Road which seems to be part of the Bellway development. It appears that Lorry drivers are struggling

to get their vehicles through the narrow entrance and consequently holding up traffic as a result of their manoeuvring. It was agreed to raise the matter with the Planning Officer.

All other matters arising were picked up under agenda items

Min. No. 157/22: Lisvane Old School Community Centre

a) LOSCC

Cllr Jones stated that the JCT Contract allows LOSCC to hold back a retention payment of £32.9k to cover any defective work. Trustees have compiled a list of around a dozen small issues that the builder has been asked to correct before the final payment is made in December 2022.

Cllr Jones said that representatives of the Library and Trustees met on 27 September 2022 to discuss outstanding issues and future plans for the Library. It was agreed that, in common with all Cardiff Libraries and Hubs, Lisvane Library would provide a warm and welcoming space where people can call in during the cold periods of the winter. The Library normally opens for 12 hours pw but at varying times each day. Anyone wanting to call in will need to check when the Library is open.

The Library computerisation issue was also discussed and the cost/feasibility is being investigated.

Cllr Jones went on to say that eight acoustic panels in the café area have now been installed and the general view is that they have made a difference. The builder and QS believe that more can be done to achieve a better result and Trustees have agreed for a further ten panels to be installed on the ceiling. This is outside the JCT Contract but the builder would prefer to resolve the problem and has agreed to share the cost with LOSCC.

Cllr Jones was pleased to confirm that the LCA and Trustees are planning a Christmas Tree Lighting Up in the LOSCC car park at 4pm on Friday 2 December 2022. The café will be open to provide seasonal refreshments and there will be carol singing by adult and children's choirs. The aim will be to make this a family event with Father Christmas making an appearance. The Police will also be in attendance to control traffic congestion.

Finally, Cllr Jones made reference to parking concerns at LOSCC. Whilst he considered this to be a more general Lisvane issue he was hoping that it would be possible to agree a reciprocal arrangement with the Memorial Hall whereby overflow LOSCC parking would be allowed at the LMH during their quiet periods and vice versa.

b) Maintenance issues

The Clerk explained that the five year electrical re-certification of the annexe was in progress and that it will be necessary for the two emergency lights to be replaced along with other minor issues. The damaged concrete bollard in front of the annexe is due to be replaced at a cost of £820 + VAT and the driver concerned has agreed to cover the cost.

Min. No. 158/22: Village Plan

Cllr McNeil-Watson was pleased to report that the village booklet has now been printed and is being distributed partly with the Lisvane Link deliveries and also by volunteers to those properties which do not subscribe to Lisvane Link. Members were grateful to Cllr McNeil-Watson and Mr M Archer (LCA Treasurer) for coordinating the distribution.

Cllr Mcneil-Watson also added that £1,650 has been raised for Cardiff Foodbank as a result of The Hennessys event. In addition a TV film company has also contributed £250 to Cardiff Foodbank in recognition of the disruption that their recent filming in Mill Road may have caused to residents.

The Chairman was delighted that several foodbank donation boxes are now in place at LOSCC, Tennis Club and two at the LMH.

Min. No. 159/22: Police Matters

1. TFMV (Theft from Motor Vehicle): 03/10/2022 to 04/10/2022. Private dwelling on St Mellons Road. Vehicle left insecure on driveway
2. TFMV. 03/10/2022 to 04/10/2022. Lisvane Road. Private dwelling. Vehicle left insecure on driveway
3. Shed burglary. 03/10/2022 to 04/10/2022. Lisvane Road. Private dwelling. Bottles of alcohol stolen.
4. TFMV. 03/10/2022 to 04/10/2022. Lisvane Road. Private dwelling. Vehicle left insecure on driveway

The Police advise that two youths have come through the Redrow site and have basically been trying car doors, etc. The Police are trying to identify them but due to how dark it was and the distance between them and the cameras they have not had much of a response as yet.

PC Hughes in the process of writing an article on leaving vehicles insecure for the Lisvane Link (this has been delayed due to Halloween and bonfire night and other work that has come in).

5. Dwelling burglary: 09/10/22-10/10/2022. Rowan Way (near Llwyn-y-Pia Rd end). Not occupied at time. Enquiries ongoing with CID. Items have been submitted for forensics.

Cllr Hanson added that a PACT meeting had been held on 20 October 2022 but that it had been poorly attended. Graffiti is a concern which is thought to be caused by local youths and the Police are making enquiries.

Cllr Reid-Jones said that improvements are being made to street lighting which is gradually being converted to LED. The street light at the boardwalk has been replaced – Cllr Jones suggested that the occasions where it has not been operational have mostly been caused by vandalism.

Members expressed concern about the poor reliability of the no. 86 bus service and Cllr Jones expressed disappointment that the no. 27 more frequent bus service via Thornhill doesn't extend to the bus stops near Cefn Onn Park

Min. No. 160/22: Highways/Footpaths

Cllr Kelly reported that an improved train service is planned for the Cardiff to Rhymney railway line. The line won't be electrified but trains will be able to run on battery power and they will be the faster/newer class 756 rolling stock.

Min. No. 161/22: Parks

a.) *Heol y Delyn playing field*

Cllr Reid-Jones confirmed that £39k of S106 monies was available for improvements to the playing field. This is separate from the £26k due from Lozelles (earmarked for car park improvements and due to be paid when all the units are sold). There was a suggestion that some of the £39k could be used to update the playground but that's unlikely to happen as the playground was updated only four years ago.

Cllr Reid-Jones is also exploring whether the pavilion can be saved from demolition. The Scout group would be keen to take ownership of it but have asked for sight of the structural Report commissioned by Cardiff Council which appears to evidence serious ground movement concerns and the Parks Dept is of the opinion that the cost of remedial action would be prohibitive.

Cllr Jones suggested that making the field a "village green" would be a good option as that would give it long term protection. He didn't have any enthusiasm for establishing a "friends group" for the field as the administration, governance and set up arrangements would be difficult to deal with in the absence of a large group of supporters. Cllr Jones explained to Members what tree planting arrangements are being organised by Coed Cardiff.

b) Alexander Gardens

The Clerk confirmed that the grass had recently been cut but that the two benches were in a poor state of repair. Ex Cllr Walker had indicated that the Cardiff Council Housing Dept was looking to replace the two benches and County Cllr Melbourne is following this up.

c) Field at rear of St Denys Church

The Clerk advised that Cllr Lancaster had arranged for a recent site visit by the Parks Dept and that arrangements are in hand to cut back the overgrowth.

The Clerk also advised that a suggestion had been made for St Denys Church to take over the field in order to expand their graveyard. It was not clear how this would work in the absence of a community asset transfer (currently embargoed by Cardiff Council). Members expressed the view that they would prefer the field to remain in public ownership for the benefit of the community rather than become a graveyard.

Min. No. 162/22: Planning

a) Weekly Planning Schedule

W/C 19 SEPT	NONE
W/C 26 SEPT	Plot 1 Ty-draw Road Discharge of Condition 12 (Plant Noise) of 20/01863/MJR
W/C 3 OCT	51 Ridgeway Two storey side extension and single storey rear extension
W/C 10 OCT	Phase 1D Churchlands Land North And East Of Lisvane Maerdy Lane Partial Discharge of Condition 15 (Soil Resource Survey) of 14/02891/MJR in relation to Phase 1D
W/C 17 OCT	Plot 567 Llwyn Y Pia Road SINGLE STOREY CONSERVATORY EXTENSION TO APPROVED DWELLING UNDER CONSTRUCTION 72 Millrace Close Sycamores - Location- Rear r/h boundary - Reduce sympathetically back to boundary or nearest pruning point
W/C 24 OCT	10 The Paddock T1 - Beech - Minor crown lifting and targeted pruning of end weighted limb. Removal of lower epicormic growth 38 Llwyn Y Pia Road Rear and side ground floor extension and part garage conversion

W/C 31 OCT	62 Heol Y Delyn TWO STOREY SIDE EXTENSION AND REDESIGNED ROOF PLUS WINDOW AND DOOR ALTERATIONS
W/C 7 NOV	NONE

b) Planning Decisions

W/C 19 SEPT	1 Churchill Close Alder in Rear Garden. Remove trunk epicormic sprouts to first major limb break. Reduce overall crown volume by cutting to previous pruning points. Last carried out in 2017, prior to that 2013 Granted
W/C 26 SEPT	NONE
W/C 3 OCT	NONE
W/C 10 OCT	NONE
W/C 17 OCT	NONE
W/C 24 OCT	72 Millrace Close Sycamores - Location- Rear r/h boundary - Reduce sympathetically back to boundary or nearest pruning point Granted
W/C 31 OCT	10 The Paddock T1 - Beech - Minor crown lifting and targeted pruning of end weighted limb. Removal of lower epicormic growth Granted

Min.No. 163/22: Reports

a) Friends of Coed-y-Felin

None

b) Friends of Cefn Onn

None

Min. No. 164/22: Welsh Government Consultations/Other Consultations

a) Independent Remuneration Panel for Wales – draft Annual Report 2023-24

Members noted that the draft proposals refer to an increase in the £150 annual allowance to £156 (which all Members waived for the current year). In addition, members are entitled to claim £52 pa to cover the cost of consumables or claim reimbursement as and when incurred. LCC has a practice of reimbursing Members for specific costs incurred.

b) Cardiff Council LDP – locations for new developments/greenfield sites

Cllr Whittle shared her thoughts with Members about the “Candidate Sites” being flagged to Cardiff Council as part of the LDP review. She was particularly concerned about sites north of the M4 and any that affect the Green Wedge. In addition, Cllr Jones was also concerned about the inclusion of the “station wood” to the west of Lisvane station on

Excalibur Drive.

Cllr Whittle wanted to flag this to Members ahead of the consultation due in January 2023.

Min. No. 165/22: Correspondence

Email received from the former Clerk Mrs G Lawson saying that she had received a refund cheque for £74.36 from BT relating to the cabin telephone account which was closed in Oct 2020. Despite previous requests to BT asking for the account to put in the name of LCC they continue to regard the account as being in the name Mrs Lawson.

As the cheque is payable to Mrs Lawson it can only be paid into her bank a/c. The Clerk explained that we could send it back to BT and ask them to reissue it payable to LCC but it's doubtful that they would do this as clearly they have ignored our previous requests to treat this as an LCC account.

Members confirmed that they would be happy for Mrs Lawson to pay this into her bank a/c and then transfer the funds to LCC. This should not cause an issue for the Auditor as there is an audit trail.

Cllr Whittle raised an issue relating to recent correspondence from Llysfaen Primary School about "parents evenings" and wanted the Head Teacher to know that LCC is supportive of whatever measures are necessary to protect staff and pupils. Cllr Hancock agreed to discuss the matter with the Head Teacher.

Min. No. 166/22: Finance

a) S137 requests

None

b) Accounts to 30 September 2022 including Bank reconciliation

The Clerk presented the Accounts to 30 September 2022 and these were **APPROVED**

c) Budget Monitoring to 30 September 2022

The Clerk presented the Budget Monitoring Report to 30 September 2022 and this was **APPROVED**

d) Approval of Staff Salary Scales 2022-23

The National Association of Local Councils (NALC) has advised that new pay scale rates for 2022-23 have been agreed by the Local Government Association (LGA) and it was agreed that these should be adopted for LCC staff namely that:

Clerk's pay to increase from £12.95 to £13.95 per hour

Admin Officer's pay to increase from £9.53 to £10.53 per hour

The new rates apply from 1 April 2022 and it was agreed that they should be backdated (this being a recommendation of the Internal Auditor in her Report for the 2021-22 Accounts)

e) Approval of Payment Schedule

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

Cheque Number	Payee	Amount (£)
400984	H W Davies Pay October	1,043.15
400985	R A Williams Pay October	780.50
400986	A F Rees Pay October	317.06
400987	HMRC Tax and NI	161.70
400988	Cardiff Council Employer/Employee pension payments	589.53
400989	One Voice Wales – Code of Conduct training	334.40
400990	H W Davies Pay November	1,044.08
400991	A F Rees Pay November	859.70
400992	Cardiff Council Employer/Employee pension payments	485.12
400993	Inka Graphics Ltd	740.00
400994	Mark O'Neil (booklet artwork)	150.00
400995	H W Davies – reimbursement for laptop/microsoft office	668.99
400996	H W Davies – reimbursement for RBL wreath	25.00

Min. 167/22: Date of Next Meeting

The next meeting of the Community Council will be held on 12 December 2022 commencing at 7.30pm at Lisvane Old School Community Centre.