

**MINUTES OF THE LISVANE COMMUNITY COUNCIL MEETING HELD ON 9
JANUARY 2023 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, J Rees and A Whittle

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

Cllr Finch in the Chair

Min. No. 1/23: Public Representation

None

Min. No. 2/23: Declaration of Interests

None

Min. No.3/23: Apologies for Absence

None

Min. No. 4/23: Minutes of the Previous Meeting, held on 12 December 2022

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

Min. No. 5/23: Matters Arising

The Clerk confirmed that LCC is now subscribed to the Community Planning Alliance. All other matters arising were picked up under agenda items

Min. No. 6/23: Lisvane Old School Community Centre

a) LOSCC

Cllr Jones confirmed that all issues on the defects list were made good by the builder in December and that after a final inspection, the 2.5% retention payment was released to him.

Trustees are assessing what further surplus funds could be returned to LCC. Trustees repaid £100k in April 2022 and are hopeful of a further payment of around £30k+. Cllr Jones reminded Members that LCC had agreed £25k could be used for equipment and furniture and also £15k for working capital. £12k of S106 money is still awaited (this was bridged by a £12k SIC loan).

Trustees have received complaints about the parking with cars overflowing onto Llwyn Y Pia Road at times when the LOSCC car park is full. Trustees have introduced some mitigating actions and the Memorial Hall Trustees were asked if a reciprocal arrangement could put in place for overflow parking but they didn't feel that this would work. Another suggestion has been for the Heol Y Delyn playing field car park to be improved/extended. There was some discussion as to whether S106 funds could be used for this (£39k already available and £26k due from Lozelles when the last flat is sold).

Cllr Jones also reported that TG were looking at ways in which they could expand (either

at LOSCC or another location). Their two year annexe Lease expires in January 2024.

Also Trustees are very concerned about the number of keys in circulation. Hirers, staff, café, Trustees and volunteers have 24 sets and the Library has 12 sets. There is concern that the Insurers would consider this excessive and a reduction is being managed along with a requirement for every keyholder to sign a keyholder agreement.

b) Appointment of new Trustee by LCC

It was **AGREED** that Cllr Whittle should be appointed as a LOSCC Trustee.

In accordance with the LOSCC Constitution, Cllr McNeil-Watson is required to stand down as Trustee and Cllr Jones expressed his thanks to Cllr McNeil-Watson for the huge contribution that she has made to LOSCC over very many years and going back to her membership of the Building Working Party in 2004.

c) Maintenance issues

The Admin Officer reported that a “deep clean” of the building by the cleaners had taken place over the Christmas period.

Members were aware of graffiti that has appeared on the bike shed in December. The Admin Officer confirmed that this has been reported to the Police who have been given CCTV footage of the alleged offender(s) including a car registration number. It is expected that Cardiff Council will be able to arrange removal of the graffiti (with a service standard of 10-14 days) otherwise Trustees may need to consider paying for its removal

Min. No. 7/23: Village Plan

Cllr McNeil-Watson advised that distribution of the village information booklet was now complete. A QR code for this appears in the Lisvane Link and Cllr Hanson suggested that ideally this should be included every month.

Cllr McNeil-Watson advised that she will be looking to hold a village plan team meeting soon and a likely theme for consideration by the team will be how to tackle loneliness in the community.

Members were very pleased with the level of donations to the LOSCC foodbank box and the Admin Officer confirmed that the equivalent of 3 boxes had been collected since the start of the New Year.

Min. No. 8/23: Police Matters

November 2022:

None

December 2022:

Dwelling burglary - Old Mill Road – 11/12/22 – one male subject identified. Enquiries ongoing by CID

Vehicle interference – Heol St Denys – 26/12/22-27/12/22

Theft from Motor Vehicle - Mill Road – 26/12/22-27/12/22 x 2

Theft from Motor Vehicle – Heol St Denys - 26/12/22-27/12/22

Vehicle interference – Mill Road – 26/12/22-27/12/22

Theft from motor vehicle – Ridgeway – 26/12/22-27/12/22

Theft from motor vehicle – Llwyn-y-Pia Road – 31/12/22 - 2 males arrested and released under investigation

Dwelling burglary – Llwyn-y-Pia Road – 31/12/22 - same 2 males arrested and charged
Vehicle interference – Cotswold Avenue – 31/12/2022 - 2 males arrested and released under investigation

Dwelling burglary – Rowan Way – 31/12/2022 – same 2 males arrested. 1 charged and 1 released under investigation

Dwelling burglary - Plas-y-Delyn – 31/12/2022 – same 2 males arrested and released under investigation

Dwelling burglary – Cotswold Avenue – 31/12/2022 – same 2 males arrested and released under investigation

Attempt dwelling burglary - Llwyn-y-Pia Road – 31/12/2022 - same 2 males arrested. 1 charged and 1 released under investigation

Attempt dwelling burglary - Llwyn-y-Pia Road – 31/12/2022 - same 2 males arrested. 2 released under investigation

Min. No. 9/23: Highways/Footpaths

No issues

Min. No. 10/23: Parks

a.) Heol y Delyn playing field

No issues other than the Clerk was asked to contact Cllr Reid-Jones for an update about the field and pavilion

b) Alexander Gardens

The Clerk reported that County Cllr Melbourne was following up the poor state of repair of the two benches, one of which is damaged and could cause injury

c) Field at rear of St Denys Church

No issues

Min. No. 11/23: Planning

a) Weekly Planning Schedule

W/C 5 DEC

Ty Gwyn Ty Gwyn Estate Lisvane Road

Provision of an external Swimming Pool, Pergola and Plant Room, together with associated landscaping alterations

W/C 12 DEC

6 Crofta

Proposed Garage Conversion into habitable room, Porch Extension and First Floor Side Extension

78 Mill Road

Erection of Garden Room addition and Boundary treatments updates

W/C 19 DEC

62 Ridgeway

Pruning Works to Trees

W/C 26 DEC

NONE

W/C 2 JAN

NONE

b) Planning Decisions

W/C 5 DEC	104 Llwyn Y Pia Road Construction of rear single storey conservatory extension Granted
W/C 12 DEC	Plot 1 Ty Draw Road Discharge of Condition 20 (Travel Plan) of 20/01863/MJR Full Discharge 18 Plas Y Delyn Two storey side extension, First floor side extension and fenestration changes to rear elevation of existing property, all with associated external works Granted
W/C 19 DEC	NONE
W/C 26 DEC	NONE
W/C 2 JAN	NONE

Min.No. 12/23: Reports

a) Friends of Coed-y-Felin

Cllr Jones said that the group would be meeting on 18 January 2023 and would also be having a workday on Sunday 22 January 2023.

b) Friends of Cefn Onn

None

Min. No. 13/23: Welsh Government Consultations/Other Consultations

a) Church Farm pre-application consultation

Members had a number of concerns about the Redrow proposals for their Church Farm development and Cllr McNeil-Watson was disappointed that they seem to submit plans on a piecemeal basis. Cllr Whittle shared detailed concerns with Members and it was agreed that a response to the Agents should include:

- Further strains on the infrastructure
- Lack of affordable housing
- Standard of housing with regard to insulation, double glazing, solar panels and energy saving boilers
- Air quality given close proximity to M4

It was also agreed that Redrow should be invited to come and discuss this with LCC before they submit their plans

b) Public Rights of Way south of Lisvane Road

Graig Protection Society has submitted a request for a number of footpaths (south of Lisvane Road) to be formally recorded as PRowS given that they have been in use for 20+ years. It was **AGREED** that the Clerk would advise the PRow team that LCC fully supports the request

Min. No. 14/23: Correspondence

a) Complaint relating to planning objection

Details of a complaint made by a resident in December 2022 were shared with Members. The complaint related to a planning objection submitted by LCC. In accordance with the complaints procedure (stage 1), the Clerk had responded to the resident. Members were satisfied that the Clerk's response fairly answered the matters raised in the complaint and that the original objection should stand as the decision to submit it was properly made by LCC without any "bias" or "conflict of interest".

The Clerk advised the resident that he would be welcome to attend the meeting if he wishes to pursue the complaint but he chose not to and so the complaint is now considered closed.

Min. No. 15/23: Appointment of Internal Auditor and to agree appointment letter

It was agreed that Mrs Joanna Howell should be re-appointed as Internal Auditor for 2022-23 and Members **AGREED** the appointment letter

Min. No. 16/23: Finance

a) S137 requests

None

b) Pension fund re-valuation and revised contributions

The Clerk explained that the Cardiff and Vale of Glamorgan Pension Fund is required to re-value its assets every three years and to adjust employer contributions if appropriate. The latest valuation gives the fund a small surplus and so the Administrators of the scheme recommend that the LCC contribution should be reduced from 19.4% to 18.3% wef April 2023 and this was **APPROVED**.

c) Accounts 1 April 2022 to 31 December 2022

The Clerk presented the Accounts to 31 December 2022 and these were **APPROVED**

d) Budget Monitoring Report 1 April 2022 to 31 December 2022

The Clerk presented the Budget Monitoring Report to 31 December 2022 and this was **APPROVED**

e) Revised budget for 2022-23

The Clerk explained that a small number of adjustments were appropriate to cover areas of a potential overspend. There is sufficient surplus to do this without any implication for the Precept or adverse effect on Reserves. Full details of the adjustments were presented by the Clerk and these were **APPROVED**

f) Precept Report, forecast Reserves and proposed Budget 2023-24

The Clerk presented the Precept Report and proposed Budget for 2023-24 and these were **APPROVED** and it was **AGREED** to set the Precept at £67k. Reserves are forecast to be £24k for the start of the 2023-24 financial year

g) Approval of Payment Schedule

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

Cheque Number	Payee	Amount (£)
401003	H W Davies January Pay	1,099.18
401004	A F Rees January Pay	729.61
401005	HMRC tax + employer & employee NICs	259.69
401006	Cardiff Council (pension fund)	528.28

Min. 17/23: Date of Next Meeting

The next meeting of the Community Council will be held on 13 February 2023 commencing at 7.30pm at Lisvane Old School Community Centre.

It was also agreed to amend the dates of the April and May meetings which otherwise would have fallen on bank holidays. The new dates are 17 April 2023 and 15 May 2023