

**MINUTES OF THE LISVANE COMMUNITY COUNCIL MEETING HELD ON 11
SEPTEMBER 2023 AT LISVANE OLD SCHOOL COMMUNITY CENTRE**

PRESENT:

Cllrs S Best, S Finch, H Hancock, V Hanson, D Jones and R Kelly,

In attendance: Mr H Davies (Clerk) and Mrs A Rees (Admin Officer). Mrs S Ellis and Mr J Ellis for the Public Representation session.

Cllr Kelly in the Chair

Min. No. 124/23: Public Representation

Mrs Ellis and her son outlined concerns they have about building work at 21 Blossom Drive and concerns, which they say, are shared by other neighbours. They find the scaffolding overbearing and are unhappy with the way in which the builders are behaving and especially the noise level including on weekends and bank holidays. The planning Enforcement Officer has provided some guidance relating to the noise and scaffolding following a request from County Cllr Reid-Jones.

Members have suggested that Mrs Ellis should engage with her neighbours to (a) let them know of her concerns and (b) give them the chance to put things right. If necessary Mrs Ellis should send a formal letter to the neighbours with a copy to the Contractor.

In addition, it was suggested that Mrs Ellis should keep a record of all instances of excessive noise and similar behaviour which will help with her complaint to Shared Regulatory Services. Planning Consent is held and the work has commenced within the required period and it was agreed that the Clerk would ask the Planning Officer to confirm that building regulation inspections have taken place and that they are satisfactory.

Min. No. 125/23: Declaration of Interests

None

Min. No.126/23: Apologies for Absence

C Bolton, E McNeil-Watson, J Rees and A Whittle

Min. No. 127/23: Minutes of the Previous Meeting, held on 10 July 2023

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

Min. No. 128/23: Matters Arising

All matters arising were picked up under agenda items

Min. No. 129/23: Lisvane Old School Community Centre

a) LOSCC

Cllr Jones reported that Trustees have been discussing the possible installation of air conditioning as part of their review of the use of surplus funds. This would benefit the first floor meeting room and main hall and an initial quote for both is less than £9k.

Additional research and comparative quotes are being arranged before any decision is made.

A meeting has been held with Tomorrow's Generation (TG) to discuss the renewal of their annexe Lease (expires 31 January 2024). They have indicated that they would be looking to renew the Lease and Trustees have agreed that the rent should be increased to £8k to take account of inflation. Trustees also require the Lease to be for 5 years with a 2 year break clause (a longer Lease will mean lower legal costs as the LOSCC Solicitor is involved for each Lease renewal).

TG are also looking to make more use of the first floor meeting room on weekdays between 9am and 3pm as part of their expansion. They have resurrected the idea of a WC being installed on the first floor on the basis that they would pay half of the cost of installation (estimated at around £30k) but would also be required to pay half of the cost of up front professional fees (estimated at around £3k).

WG provided a £100k CFP Grant as part of the redevelopment and have now asked that a plaque should be installed to recognise their part funding. This has been placed on the first floor as their £100k effectively funded the cost of the lift and the fitting out of the first floor.

Cllr Best explained that there had been a recent incident of young drivers misusing the LOSCC car park. CCTV recordings were passed to the Police resulting in at least one ASB Order being made.

The Admin Officer added that the next community film night will be on 29 September 2023.

b) Maintenance issues

The Secretary reported that the SuDS planter boxes have been refilled and also repaired where they have sunk into the tarmac. The Admin Officer added that all of the ground floor had been professionally deep cleaned.

Min. No. 130/23: WG – Ethical Standards and Code of Conduct

Three short training videos produced by the WG were shown to Members as requested by the Monitoring Officer

Min. No. 131/23: Village Plan

The Admin Officer reported that the Village Plan team met on the 14th August 2023. The agenda included:

Digital awareness – a small article has been put on the community website and with a link to provide contact information for those who may have been scammed.

Afternoon Tea – loneliness/wellbeing afternoon tea is arranged for Wednesday 13 September 2023 and is being funded by the VP budget. All proceeds to go to the Welsh Air Ambulance.

Armchair Sports – a need for more exercise groups for the older generation was identified, however there is a lack of trained professionals to run such groups. Some hirers at the old school are willing to be trained

With a waiting list for the Men's Shed the VP team are looking at different possibilities of social groups

Communications – better use of the Facebook page is being explored

Recreational Facilities – different ideas for the playing field. One suggestion was the possible addition of exercise stations around the edge of the field

Collaboration – working together with other facilities and groups within the community eg primary school

Min. No. 132/23: Police Matters

June 2023

31/05/23-01/06/23 – Church Road - Black Griffin: shed burglary – theft of cooking oil
20/06/2023 – Lisvane Road - theft from insecure vehicle during early hours

July and August 2023

Awaited

Min. No. 133/23: Highways/Footpaths

The Clerk shared recent correspondence with the PRoW team who have now confirmed the requirements outlined in the LCC letter regarding footpath 28 (which had been drafted with the help of Graig Protection Society). On that basis, it was **AGREED** that the LCC objection is effectively withdrawn

It was **AGREED** that Cllr Finch would attend (22 Sept 2023) and represent LCC in the WeiTAG Stage One study currently being undertaken by Cardiff Council and WSP to identify and appraise potential options for an integrated transport network, including a road user payment scheme, that could be delivered within Cardiff

Min. No. 134/23: 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. 135/23: Planning

a) Weekly Planning Schedule

W/C 3 JULY

16 Millwood

Front and rear dormers and alterations to the roof to increase its ridge height.

Phase 1C(II) Churchlands Land North And East Of Lisvane Maerdy Lane

Discharge of Conditions 2 (Landscape Design), 4 (External Finishing Materials - Dwellings), 5 (Meter Boxes), 6 (Enclosure Details), 7 (Surface Treatments), 8 (External Surfacing Materials - Block Paving), 9 (Junction Details) and 10 (Lighting Details) of 19/02750/MJR

W/C 10 JULY

45 Mill Road

W/C 17 JULY	2 Storey front extension and attic conversion. Corpus Christi High School Ty Draw Road Discharge of conditions 3 (Soft Landscaping) and 4 (CEMP) of 23/00011/FUL 12 Church Close Proposed Non-Material Amendment to Planning Permission 22/01213/DCH to reduce depth of part of the rear single storey extension and extend another part of the rear single storey extension 78 Mill Road Proposed Non-Material Amendment to Planning Permission 22/01311/DCH - White render on all elevations Bryn Hyfryd Graig Road Demolition of existing house and replace with new dwelling.
W/C 24 JULY	29 Rowan Way Silver Birch Tree - 1.5 Metre reduction and 10% thin Churchlands Land North And East Of Lisvane Partial Discharge of Condition 7 (Public Art Strategy) of 14/02891/MJR
W/C 31 JULY	10 Tanglewood Close Single storey rear extension, patio works and new front porch 165 Llwyn Y Pia Road Proposed Alteration of Approved Dwelling (Plot 590 of planning permission 19/03230/MJR) to include Side Conservatory Extension Gwilym Cottage Thornhill Road Proposed Garden Room. Haulfryn Cherry Orchard Road Two storey rear extension
W/C 7 AUGUST	Holly Trees 43 Mill Road Single storey front orangery extension to replace existing conservatory. 47 Rowan Way Two Storey rear extension.
W/C 14 AUGUST	22 Heol Cefn Onn Ground floor side and rear extension with front porch 7 Crofta Single storey front extension to replace porch, replacement roof on existing side extension to match, new first floor rear dormer and other external alterations. 4 Portland Place Second storey front infill extension, single storey rear extension and windows to side elevation. Brookfield Cefn Mably Road Rear first floor extension above existing rear ground floor extension Pen Y Braes Lisvane Road Revised plans for first Floor Extension above existing ground floor structure and Single Storey Extension to the Front
W/C 21 AUGUST	11 Blossom Drive Discharge of Condition 3 (Arboricultural Method Statement (AMS), A Tree Protection Plan (TPP) & Site specific drawings for the foundations) of 21/02043/DCH
W/C 28 AUGUST	Brynawel Church Road Erection of a two storey side extension, single storey rear and side extensions, new front porches and alterations to combine two properties into family home with adjoining annexe.
W/C 4 SEPT	6 Cotswold Avenue Liquidambar Front Reduce and shape by not more than 1m to previous points

b) Planning Decisions

W/C 3 JULY	None
W/C 10 JULY	1 Cherry Tree Close Proposed Non-Material Amendment to Planning Permission

	16/02500/DCH to re-arrange the layout and use garage as living accommodation GRANTED
	Part Of Land At 18 Plas Y Delyn Proposed two storey dwelling, with associated external works GRANTED
	The Sunne Rising 31 Lisvane Road Existing conservatory replaced with curved wall extension with associated alterations GRANTED
	Phase 1B(ii) & Phase 1C(i) Churchlands Land North And East Of Lisvane Maerdy Lane Discharge of Conditions 7 (Pedestrian Access to Open Space) and 15 (Apartment Block Refuse Details) of 19/02053/MJR FULL DISCHARGE
W/C 17 JULY	Phase 1C(ii) Churchlands Land North And East Of Lisvane Discharge of Condition 13 (Tree Assessment) of 14/02891/MJR in relation to Churchlands Phase 1C(ii) FULL DISCHARGE
W/C 24 JULY	12 Church Close Proposed Non-Material Amendment to Planning Permission 22/01213/DCH to reduce depth of part of the rear single storey extension and extend another part of the rear single storey extension GRANTED
	78 Mill Road Proposed Non-Material Amendment to Planning Permission 22/01311/DCH - White render on all elevations GRANTED
	The Palmyrah Churchill Close Variation of Condition 2 of 22/01363/DCH to alter approved plans GRANTED
W/C 31 JULY	None
W/C 7 AUGUST	29 Rowan Way Silver Birch Tree - 1.5 Metre reduction and 10% thin GRANTED
	11 Blossom Drive Variation fo Condition 2 of 21/02043/DCH to alter approved plans GRANTED
	5 Clos Permint Proposed alteration of approved dwelling (Plot 164 of planning permission 19/02750/MJR) to include rear conservatory extension GRANTED
	Llwyn Onn Lisvane Road Demolition of an existing garage, two storey side extension, single storey rear extension with balcony over and new porch to front elevation with alterations. GRANTED
W/C 14 AUGUST	None
W/C 21 AUGUST	Gwilym Cottage Thornhill Road Proposed Garden Room. GRANTED
	Phase 2C, Churchlands Land North And East Of Lisvane Discharge of Condition 15 (Soil Resource Survey and Soil Resource Plan) and 26 (Sound Insulation) of 14/02891/MJR FULL DISCHARGE
	Plot 227 27 Clos Permint PROPOSED ALTERATION OF APPROVED DWELLING (Plot 227 OF PLANNING PERMISSION 19/02750/MJR) TO INCLUDE REAR CONSERVATORY EXTENSION GRANTED
W/C 28 AUGUST	None
W/C 4 SEPT	The Gables Lisvane Road Ground Floor Rear Extension and First Floor Extension above existing garage

GRANTED

In light of the revised plans submitted, Members **AGREED** that the Objection relating to the Pen Y Braes application should be amended to just the issues relating to the provision of adequate off road parking for what will become a six bedroom house

c) Replacement LDP

Members discussed at length the “Preferred Strategy” documents and also the Candidate sites. It was **AGREED** that Members should email the Clerk with points that they wish to make as part of the Consultation and that the Chairman and Clerk would then provide a formal LCC response ahead of the 5 October 2023 closing date.

Members expressed their appreciation to Cllr Whittle for her comprehensive notes.

Min.No. 136/23: Reports

a) Friends of Coed-y-Felin

Minutes of the 6 September 2023 meeting have been shared with Members

b) Friends of Cefn Onn

No reports received

Min. No. 137/23: Welsh Government Consultations/Other Consultations

Wales Audit consultation relates to a planned increase of their fees of around 6.4% affecting next year’s External Audit. The Report was noted.

Min. No. 138/23: Correspondence

None

Min. No. 139/23: Finance

a) S137 requests

None

b) Insurance renewal

The Clerk reported that Zurich had offered to renew cover for £1,528 representing an increase of £36 on the premium for the previous year. Other quotes had been requested from Gallagher and BHIB Councils Insurance but neither were able to compete with the Zurich quote.

It was **AGREED** to renew the Zurich cover.

c) 2023-24 Budget Review

The Clerk shared a paper with Members requesting to transfer £1,000 from “Councillors Expenses” budget to the “Village Plan” budget. This does not affect the overall Council budget and was **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 (£)
401043	H W Davies – pay August	1,104.18
401044	A F Rees – pay August	869.78
401045	HMRC - Tax, employee/employer NI	122.97
401046	Cardiff Council - employee/employer pension	506.80
401047	Information Commissioner – annual member fee	40.00
401048	V Hanson reimbursement of web hosting fee to Cloud Next	59.98
401049	Zurich Municipal	1,528.44
401050	Eyelid Productions Ltd - website support	100.00
401055	H W Davies – pay September	1,104.38
401056	A F Rees – pay September	869.78
401057	HMRC - Tax, employee/employer NI	122.77
401058	Cardiff Council - employee/employer pension	506.80

Min. 140/23: Date of Next Meeting

The next meeting of the Community Council will be held on 9 October 2023 commencing at 7.30pm at Lisvane Old School Community Centre.