

**MINUTES OF THE LISVANE COMMUNITY COUNCIL MEETING HELD ON 13
NOVEMBER 2023 AT LISVANE OLD SCHOOL COMMUNITY CENTRE**

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) and Mrs A Rees (Admin Officer).

Cllr Kelly in the Chair

Min. No. 158/23: Public Representation

None

Min. No. 159/23: Declaration of Interests

Cllr Hanson declared a prejudicial interest relating to Min. No 172/23(b) as he is a member of the Library Association committee.

Min. No.160/23: Apologies for Absence

Cllr H Hancock

Min. No. 161/23: Minutes of the Previous Meeting, held on 9 October 2023

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

Min. No. 162/23: Matters Arising

All matters arising were picked up under agenda items

Min. No. 163/23: Lisvane Old School Community Centre

a) LOSCC

Cllr Jones reported that Trustees have agreed to install air conditioning in three rooms at LOSCC. Five quotes were received and were assessed on the basis of best value not simply on lowest price – this also included an analysis of Companies House records for each supplier. Trustees agreed that Action Air Conditioning Ltd should be appointed. This is a long standing family business in Cardiff which specialises only in the installation and maintenance of air conditioning.

The TG Lease at the annexe expires at the end of January 2024. TG has confirmed that they would like to renew with a five year Lease and one year break clause. This break clause is preferred as they may need to find new premises to comply with Estyn requirements. Trustees agreed to proceed on this basis. All discussions on a cost sharing scheme for a first floor toilet are on hold until a longer term commitment is in place.

Trustees are aware of a minor leak from the roof in the Library which appears to have come from one of the chimneys. At the time of the re-development, a report from the builder suggested that the chimney should ideally be rebuilt – the likely cost at the time was in excess of £10k. On that occasion because the leaks had been rare and minor it was agreed that a small repair to the chimney was more appropriate. The position is

being monitored but Cllr Jones wanted to flag the matter to LCC as the Freeholder is ultimately responsible for the structure of the building.

Cllr Jones added that Trustees had discussed the performance of the café now that it is at a mid-point of its Tenancy. He was pleased to report that the Trustees agreed that the café has been an outstanding success and had become a valued facility in community.

b) Maintenance issues

The Admin Officer advised annual checks have been carried out for:

1. Gas service
2. Fire alarm system
3. Security alarm system
4. Emergency lighting
5. Fire Risk Assessment

The Admin Officer confirmed that she has recently attended fire training and has also just completed the half year review of the keyholder register resulting in 4 sets of keys being returned

Min. No. 164/23: Village Plan

Cllr McNeil-Watson thanked the Admin Officer for organising and facilitating a number of community events and also for her comprehensive updates in the Lisvane Link.

The Village Plan team is looking to start a new exercise class promoted by Age Cymru. LIFT (an acronym for Low Impact Functional Training) is a tailored exercise program ensuring older individuals stay active and self-sufficient in daily tasks. A suitable teacher for the class has been found. Members **APPROVED** funding of £150 from the Village Plan budget to cover the hire fees for the first six sessions that will take place on Wednesday afternoons at LOSCC.

Cllr McNeil-Watson also flagged that a formal application for funding is anticipated from Miss Victoria School of Ballet who is looking to run a new Royal Academy of Dance Assistant Teacher Award. This is a program which is aimed at 14-18 years olds to provide them with skills and confidence they can use through their next stages of life, whether that be further education or career. There is no fee for attendees and lecturing services will be provided free of charge but some funding will be needed to cover the hire fees at LOSCC.

Min. No. 165/23: Police Matters

July 2023 – None

August 2023 – None

September 2023 – None

October 2023 – theft of cooking oil from The Black Griffin

Cllr Hanson advised that a PACT meeting is being arranged with SWP.

The Clerk was pleased that PC Hughes and his team were able to provide traffic management support at the Remembrance Sunday service at the War Memorial. Members were extremely grateful for this particularly for the stopping of all traffic during the two minutes silence. Members thought the event was well organised although some

of the speakers were difficult to hear.

Min. No. 166/23: Highways/Footpaths

Cllr Rees was disappointed that Welsh Water has still not fixed the leak at the junction of Cherry Orchard Road and Graig Road which has caused further potholes and has left the drain covers more prominent. It was **AGREED** that the Clerk will ask Welsh Water for an update.

Members were more generally concerned about the maintenance of roads in Lisvane and also Cardiff. Temporary repairs are often not durable and the new pothole equipment tends to leave a lot of small stones scattered around. There seems to be a lack of any proper road re-surfacing anywhere and it was **AGREED** that the Clerk would provide this feedback to Cardiff Council.

Members were grateful to Cllr Finch for attending the WelTAG Stage One meeting run 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. Cllr Finch said he would welcome feedback about the "Cardiff Council Summary Feedback Report" which has been shared with Members. In her written response, Cllr Hancock said that the "document has very limited value and does little to inform the debate. It states the obvious but states nothing about next steps or strategic direction". She added that the lack of representation of the average road and public transport user in the engagement is noticeable.

Members felt that it seems like a revenue producing initiative. Although the theme was to encourage more use of public transport, walking and cycling, there is an absence of financial proposals to improve public transport. Cllr Jones found the document "depressing with no sense of direction".

Min. No. 167/23: Parks

a.) Heol y Delyn playing field

The Clerk reported that he had shared a resident's comment (from the community website) with Cllr Reid-Jones which suggested that the children's playground should be extended with additional activities for older children. It is understood that £39k of S106 monies already held by Cardiff Council could be used for this. There was also a suggestion that some outdoor exercise equipment could also be provided. It was **AGREED** that the Clerk would follow this up with Cllr Reid-Jones.

b) Alexander Gardens

The Clerk reported that he had arranged for the overflowing bin to be emptied.

There was a suggestion that Lisvane Primary School could take on the maintenance of the herb patch on the pathway running along Alexander Gardens.

c) Field at rear of St Denys Church

No issues

Min. No. 168/23: Planning

a) Weekly Planning Schedule

W/C 2 OCT

7 The Paddock

T1 oak 1.5 to 2 metre crown reduction.

Tyn Y Graig Graig Road

	Discharge of Condition 5 (Surface Water Disposal Scheme) of 18/02166/MNR
W/C 9 OCT	2 Clos Coed-y-Dafarn Rear single story extension, new raised patio area and new front porch.
W/C 16 OCT	None
W/C 23 OCT	None
W/C 30 OCT	None
W/C 6 NOV	None

b) Planning Decisions

W/C 2 OCT	Pen Y Braes Lisvane Road EXTENSION TO EXISTING GROUND FLOOR STRUCTURE INCLUDING ACCOMMODATION AT FIRST FLOOR GRANTED 31 Heol Y Delyn Magnolia - Rear Garden - Prune to gain 1m clearance of house, tip back branches over boundary back to within the garden, reduce new growth overall crown to create a tighter rounder shape Cherry - Rear Garden - Removal to ground level & grind stump to approximately 20cm GRANTED
W/C 9 OCT	7 The Paddock T1 oak 1.5 to 2 metre crown reduction. GRANTED 24 Rowan Way Single storey rear extension and internal and external alterations GRANTED
W/C 16 OCT	22 Heol Cefn Onn Ground floor side and rear extension with front porch GRANTED Holly Trees 43 Mill Road Single storey front orangery extension to replace existing conservatory. GRANTED Brookfield Cefn Mably Road Rear first floor extension above existing rear ground floor extension GRANTED 47 Rowan Way Two Storey rear extension. GRANTED
W/C 23 OCT	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. GRANTED 4 Portland Place Second storey front infill extension, single storey rear extension and windows to side elevation. GRANTED
W/C 30 OCT	35 Heol Y Delyn Birch - Front Left - Crown Raise to 3m above ground level all round GRANTED Suncrest 85C Mill Road Proposed Non-Material Amendment to Planning Permission 23/00440/VAR- Roof tiles changed to clay (or clay effect) tiles, window material changed to aluminium/uPVC (colour TBC), rooflight removed on front elevation and added on rear elevation and rear extension roof raised by circa 150mm.

W/C 6 OCT

GRANTED
12 Cefn Onn Meadows
Front porch and convert part of garage to habitable space
GRANTED
Haulfryn Cherry Orchard Road
Two storey rear extension
GRANTED

Min.No. 169/23: Reports

a) Friends of Coed-y-Felin

The Minutes of the Friends meeting of 2 November 2023 have been shared with Members

b) Friends of Cefn Onn

No reports received

Min. No. 170/23: Welsh Government Consultations/Other Consultations

None. The Clerk added that St Fagans Community Council were considering asking for a review of the Charter with Cardiff Council. Some LCC Members felt that the Charter has proven less effective than originally intended. The Clerk added that developing good working relations with key Cardiff Council Officers and Staff has been very beneficial.

Min. No. 171/23: Correspondence

Earlier in the month the Clerk had shared with Members the Annual Report of the Lisvane Men's Shed. Cllr Best was very pleased with the success of the group and the way in which they are looking to grow and expand.

Min. No. 172/23: Finance

a) S137 requests

None

b) Literary Festival Grant application by Lisvane Community Library Association

The Clerk explained that a £500 grant had been given to the Lisvane Community Library Association to help fund their June 2023 Literary Festival. This had come from LCC's 2023-24 budget. The Association is now asking whether LCC could agree a grant for its June 2024 Literary Festival – or at least indicate a commitment if that would be coming from the LCC's 2024-25 budget.

Cllr Whittle reminded Members that LCC is already providing a £9k annual grant for the Library to pay its rent and that there should now be additional and visible pro-active fund raising activities on the part of the Library management. Cllr Jones felt that more information is needed to include (a) names of current officials (b) an understanding of

the Association's financial position and (c) some form of Business Plan for the Festival. Cllr Best thought it was reasonable that LCC should know how the Association is performing financially. Cllr Rees, supported by Cllr McNeil-Watson, thought that LCC should be providing the financial support. It was **AGREED** that additional information should be requested in order for the matter to be considered further.

c) Approval of Payment Schedule

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

Cheque Number	Payee	Amount (£)
401065	H W Davies - pay	1,076.98
401066	A F Rees - pay	869.78
401067	HMRC - Tax, employee/employer NI	150.17
401068	Cardiff Council	506.80
401069	H W Davies - reimbursement for purchase of stamps	24.00
401070	H W Davies - reimbursement for Remembrance Sunday Wreaths	40.00
401071	Brookview Garden Maintenance - War Memorial Maintenance	60.00

Min. 173/23: Date of Next Meeting

The next meeting of the Community Council will be held on 11 December 2023 commencing at 7.30pm at Lisvane Old School Community Centre.