

**MINUTES OF THE LISVANE COMMUNITY COUNCIL MEETING HELD ON 8
JANUARY 2024 AT LISVANE OLD SCHOOL COMMUNITY CENTRE**

PRESENT:

Cllrs S Best, S Finch, H Hancock, 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. 191/24: Public Representation

None

Min. No. 192/24: Declaration of Interests

None

Min. No.193/24: Apologies for Absence

Cllrs C Bolton and V Hanson

Min. No. 194/24: Minutes of the Previous Meeting, held on 11 December 2023

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

Min. No. 195/24: Matters Arising

There were no matters arising

Min. No. 196/24: Lisvane Old School Community Centre

a) LOSCC

Cllr Jones reported that the TG Lease expires at the end of January 2024 and the new Lease is being prepared by the LOSCC Solicitor. The terms of the renewal Lease were advised to Members at the September 2023 LCC meeting and it was confirmed that the rent would increase to £8k pa to take account of inflation. At the November 2023 LCC meeting, Members were advised that that TG were happy to agree a five year Lease with a one year break clause. The overall wording of the Lease is the same as in previous years.

In response to Cllr McNeil-Watson, Cllr Jones confirmed that the rent will increase annually in line with the February Government inflation figures.

Members **AGREED** that the renewal Lease can be entered into by the Trustees.

Cllr Jones was pleased to report that there have been no further incidents of water leaks from the chimney in the Library and the position will continue to be monitored.

A report from the Fire Assessor has asked for the kitchen extractor unit to be cleaned and serviced on a regular basis in order to control the build up of grease and fumes from the cooker. The café operator has been reminded to do this in order to keep the building safe and compliant with fire regulations.

Cllr Jones went on to explain that he is required to stand down as Chairman and Trustee of LOSCC after 10 years in accordance with the Constitution. It was **AGREED** that Cllr Bolton should be appointed as LCC Trustee representative. Cllr Jones indicated that the Trustees would be looking to appoint Cllr Whittle as the new Chair. This would also ensure that monthly updates would continue to be made to LCC

Cllr Rees supported by all Members recorded their thanks to Cllr Jones for his 20 years of service to LOSCC as evidenced by the success of the new building.

b) Maintenance issues

As above

Min. No. 197/24: Village Plan

Cllr McNeil-Watson explained that a meeting of the Village Plan team is being arranged

Min. No. 198/24: Police Matters

December crime figures are awaited

Min. No. 199/24: Highways/Footpaths

No issues

Min. No. 200/24: Parks

a.) Heol y Delyn playing field

Cllr Hancock asked about the S106 funding in relation to the playground area and it was **AGREED** that the Clerk would ask Cllr Reid-Jones for an update

b) Alexander Gardens

No issues

c) Field at rear of St Denys Church

No issues

Min. No. 201/24: Planning

a) Weekly Planning Schedule

W/C 4 DEC

Phase 2D Churchlands Land North And East Of Lisvane

Discharge of Conditions 2 (Planting Aftercare), 3 (Highway Engineering Details), 5 (External Measures- Walls and Roof) and 6 (Lighting) of 19/03247/MJR

Lisvane House 66 Mill Road

Proposed Non-Material Amendment to Planning Permission 20/01051/DCH- internal re-arrangement to incorporate a single garage space, changes to materials and fenestration, and an alternative roof form involving removal of approved lantern feature.

Phase 2 Churchlands Land North And East Of Lisvane Maerdy Lane

Discharge of Conditions 11 (Cycle/Footpath Link Scheme) and 13 (North Footway Details) of 18/01287/MJR

Churchlands Land North And East Of Lisvane

Discharge of Conditions 26 (Sound Insulation Assessment) of outline permission 14/02891/MJR in respect of area covered by reserved matters

W/C 11 DEC	application 19/03247/MJR (Phase 2D, Churchlands). Beaufort Park Lisvane Road T3(T14)- Reduce branch back to 0.5m beyond the garden (temporary fence) boundary T4(T15)- Reduce and raise 2x branches back to 0.5m beyond the garden (temporary fence) boundary and 2m from current ground level. Corpus Christi High School Ty-draw Road 2 Story toilet block extension and a single storey toilet extension along with internal fit outs of an additional 2 accessible toilets. 6 Crofta Ground floor side extension. 3 Church Close Retention of ground floor single storey extension with attached raised terrace.
W/C 18 DEC	None
W/C 25 DEC	None
W/C 1 JAN	Phase 2C Churchlands Land North And East Of Lisvane Proposed Non-Material Amendment to Planning Permission 19/03230/MJR to Vary Condition 1 (Approved Plans) to change plots 638 & 639 from Oxford Lifestyle to Oxfords.

b) Planning Decisions

W/C 4 DEC	Tangle Wood 44 Mill Road Spruce, front r/h boundary, Remove lowest limb interfering with neighbours garage and inspect crown for hanging or broken/ cracked branches, remove if needed. GRANTED 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. GRANTED
W/C 11 DEC	None
W/C 18 DEC	Beaufort Park Lisvane Road T3(T14)- Reduce branch back to 0.5m beyond the garden (temporary fence) boundary T4(T15)- Reduce and raise 2x branches back to 0.5m beyond the garden (temporary fence) boundary and 2m from current ground level. GRANTED 35 Heol Nant Glandulas Erect a conservatory to the rear elevation GRANTED 45 Mill Road 2 Storey front extension and attic conversion. GRANTED
W/C 25 DEC	None
W/C 1 JAN	Lisvane House 66 Mill Road Proposed Non-Material Amendment to Planning Permission 20/01051/DCH- internal re-arrangement to incorporate a single garage space, changes to materials and fenestration, and an alternative roof form involving removal of approved lantern feature. GRANTED 3 Lodge Close Proposed single storey rear extension to provide additional living / kitchen / dining space GRANTED

Min.No. 202/24: Reports

a) Friends of Coed-y-Felin

Cllr Jones reported that the Friends group are very concerned about suggestions that Cardiff Council is looking to reduce the number of Community and Park Rangers. He added that this appears to be included in a public consultation process. The concern of the Friends is that the importance of the Park services will be overlooked because of media focus on other public interests such as waste collection.

The Clerk subsequently provided advice to Members that this public consultation relates to the Cardiff Council 2024-25 Budget and it **AGREED** that a formal response would be needed from LCC by way of Members submitting their concerns to the Clerk. Residents will also be encouraged to participate in the survey which closes on 4 February 2024. Although the Council has a funding shortfall of £30.5m, there was general support for the Council using some of its Reserves to cover this.

b) Friends of Cefn Onn

The Winter Newsletter was shared with Members who thought it was a very helpful and professional publication

Min. No. 203/24: Welsh Government Consultations/Other Consultations

None

Min. No. 204/24: Correspondence

The Clerk shared with Members an email from the Welsh Local Government Association relating to a community speed watch campaign in conjunction with GoSafe. It was **AGREED** that Cllr Finch would take part in the zoom meeting on 8 February 2024.

Min. No. 205/24: Appointment of Internal Auditor 2023-24

It was **AGREED** that Mrs Joanna Howell should be re-appointed as Internal Auditor. She has no conflict of interest and is suitably qualified. Her fee will be £175.

Min. No. 206/24: Finance

a) S137 requests

None

b) Literary Festival Grant request from Lisvane Library Assoc

Cllr Jones welcomed the additional information provided by the Library Treasurer and felt that this level of detail would be required for all future Grant applications. At the suggestion of Cllr Whittle it was **AGREED** that an official form would be required in future from Grant applicants to be accompanied by sufficient supporting information.

A £500 Grant was **APPROVED** subject to the Grant being given adequate public acknowledgement by the Library

c) Lisvane Men's Shed Grant application

The Clerk explained that any Grant agreed for the Lisvane Men's Shed would probably need to come from the 2024-25 Budget. Cllr Jones was concerned that some organisations might fall into the habit of seeking annual Grants although Members appreciated that the Men's Shed is a growing organisation with a long waiting of people looking to join it. It was **AGREED** that additional information should be requested including the extent to which other Grants are being progressed

d) Accounts to 31 December 2023 and bank reconciliation

The Accounts were **APPROVED**. It was **AGREED** that the bank reconciliation should be signed on receipt of the bank statement

The Clerk added that he had moved some funds to the interest bearing account as agreed at the December 2023 meeting

e) Budget Monitoring report to 31 December 2023

The Report was **APPROVED**

f) Precept Report, forecast Reserves and proposed 2024-25 Budget

The Clerk presented his Precept Report for 2024-25. The recommendation was to set a Precept of £72,500. This was proposed by Cllr Finch and seconded by Cllr Hancock and **APPROVED**

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 (£)
401077	H W Davies - pay	1,628.19
401078	A F Rees - pay	1,334.65
401079	HMRC - Tax, employee/employer NI	674.71
401080	Cardiff Council	845.59
401081	Audit Wales	230.00
401082	LOSCC - for LIFT room hire	135.00

Min. 207/24: Date of Next Meeting

The next meeting of the Community Council will be held on 12 February 2024 commencing at 7.30pm at Lisvane Old School Community Centre.