

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

PRESENT:

Cllrs S Best, C Bolton, 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. 242/24: Public Representation

None

Min. No. 243/24: Declaration of Interests

None

Min. No. 244/24: Apologies for Absence

Cllrs S Finch and H Hancock

Min. No. 245/24: Minutes of the Previous Meeting, held on 11 March 2024

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

Min. No. 246/24: Matters Arising

All matters arising were picked up under agenda items

Min. No. 247/24: Lisvane Old School Community Centre

a) LOSCC

Cllr Whittle previously advised that the Trustees were looking at acquiring new chairs for the main hall as some have been damaged and there is a desire to move away from fabric seats to vinyl as the fabric seats appear to be attracting dirt and hairs. 15 of the new chairs have now been delivered and the intention is replace the worn/damaged chairs gradually. Some of the old chairs have been donated to the Lisvane Men's Shed.

The Library will again be hosting its annual book festival at LOSCC and it's expected that this will be well supported.

Cllr Whittle added that a small working party from the Trustees will be dealing with the café Lease renewal in time for its expiry in April 2025.

b) Maintenance issues

Cllr Whittle added that the chimney breast in the Library will need to be treated for damp and also that the CCTV camera problem at the rear of building has now been fixed.

Min. No. 248/24: Village Plan

Cllr McNeil-Watson advised that the Admin Officer has a number of events arranged

including the Wellbeing event of 15 May 2024 at the Memorial Hall. In addition Cllr McNeil-Watson was pleased to report that a working party is being formed to consider how best to use S106 monies at Heol Y Delyn playing field.

Min. No. 249/24: Police Matters

February 2024 crime figures are awaited

Min. No. 250/24: Highways/Footpaths

a) Community Speedwatch

The Clerk reported that a detailed article has appeared in the April Lisvane Link with some initial interest from residents.

Members agreed with the concerns of Cllr Jones who gave details of why the new no 28/29 bus service for Lisvane is considered to be completely unsatisfactory and it was **AGREED** that the Clerk would feed this back along with concern also for the absence of a daytime shuttle bus service that was meant to be funded by the Redrow Chapel Mead development

Min. No. 251/24: 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. 252/24: Planning

a) Weekly Planning Schedule

W/C 4 MCH	None
W/C 11 MCH	62 Heol Y Delyn Demolition of part of side ground floor. Rear dormer loft conversion and single storey flat roof rear extension. External alterations to the property.
W/C 18 MCH	10 Cotswold Avenue Proposed single storey side / rear extension (and associated works).
	14 Heol Cefn Onn To cut down an old mature tree and to replace it with a new tree to accommodate a driveway extension
W/C 25 MCH	None
W/C 1 APR	None

b) Planning Decisions

W/C 4 MCH	Woodlands Lisvane Road T1: Alder, remove hanging branch and minor pruning of newly exposed branches over patio, pruning to natural points and removing no more than 1m growth. T2: Oak; remove hanging top, leave torn section on main stem, reduce
-----------	--

	remaining crown by 2-3m to suitable growth points to protect against further damage. G3: 4x Ash, fell/ coppice at ground level. GRANTED
W/C 11 MCH	Rear Of 35 Rowan Way Lisvane Oak tree overhanging rear of 35 Rowan Way - to crown lift 3 lowest branches on the 35 Rowan Way side to approximately 3 - 4.50m above ground level. GRANTED 11 Blossom Drive Single and double storey side extensions to dwelling, extension of garage. (Approved 14 January 2022 - 21/02043/DCH):- Variation of Condition 2 (Approved Plans and Details) of 21/02043/DCH to amend the approved scheme as follows: 1) Change the approved drawings with revised drawings to replace the Garage door with a window and remove the two side windows. GRANTED 2 Ridgeway Demolition of garage and construction of single storey side extension. GRANTED 66 Clos Llysfaen Renewal of application 18/02607/DCH for the variation of Condition 2 (Approved Plans) of 17/02555/DCH GRANTED 6 Crofta Ground floor side extension. GRANTED
W/C 18 MCH	None
W/C 25 MCH	Churchlands Land North And East Of Lisvane Partial Discharge of Condition 7 (Public Art Strategy) of 14/02891/MJR PARTIAL DISCHARGE
W/C 1 APR	None

Members **AGREED** that an Objection should be submitted in respect of the Farrier's Cottage parking application given the increased danger to road users by the new proposals.

Cllr Hanson expressed a concern that building work has started at 62 Heol Y Delyn ahead planning approval and it was **AGREED** that the Clerk would make further enquiries.

Min.No. 253/24: Reports

a) Friends of Coed-y-Felin

Cllr Jones reported that despite the planned redundancy of 2 rangers by Cardiff Council this was unlikely to affect Lisvane. He added that the footpaths at Coed Y Felin are very water-logged following heavy rainfall and that the Friends group would be looking to repair these with stones.

b) Friends of Cefn Onn

No issues

Min. No. 254/24: Welsh Government Consultations/Other Consultations

None

Min. No. 255/24: Correspondence

a) OVW Timetable of actions

The OVW timetable of actions was shared with Members and noted. Members were satisfied that LCC is already complying with the actions mentioned.

Min. No. 256/24: Staff Matters

a) Approval to move Admin Officer from SCP2 to SCP3

Following the annual staff review it was agreed that the Admin Officer pay scale should be moved to SCP3 in line with the terms of her Contract.

b) Admin Officer vacancy

Cllr McNeil-Watson reported that the Admin Officer will be leaving the role on 20 May 2024 and Members agreed that a vacancy should be advertised in Lisvane Link and on Lisvane Facebook. The closing date to be 26 April 2024 with interviews around 10-14 May 2024. It was suggested that the interview panel should include either the Chair of Trustees or a LOSCC Trustee.

Min. No. 257/24: Finance

a) Accounts to 31 March 2024

The Clerk presented the Accounts for 2023-24 and this was **APPROVED**

b) Bank reconciliation as at 31 March 2024

The Clerk presented the Bank Reconciliation for 2023-24 and this was **APPROVED**

c) Budget monitoring to 31 March 2024

The Clerk presented the budget monitoring for 2023-24 and this was **APPROVED**

d) Allocation of Reserves

The Clerk presented the allocation of Reserves for 2023-24 and this was **APPROVED**

e) S137 requests

None

f) OVW Membership renewal

Members **AGREED** to renew OVW membership for 2024-25 at a cost of £717

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 (£)
401095	H W Davies - pay	1,158.20
401096	A F Rees - pay	580.83
401097	Cardiff Council - employee/employer pension contributions	454.66
401098	One Voice Wales - 2024-25 Membership	717.00
401099	LOSCC – Grant for Library rent and Friends of Coed y Felin/Cefn Onn/LCC hire fees	9,616.75
401021	Banner Business Solutions Ltd	121.06

The Clerk explained that HMRC will no longer accept payment by cheque or BGC and it was **AGREED** that a direct debit should be set up for future payments. HMRC payments relate to national insurance along with income tax collected from employees.

Min. 258/24: Date of Next Meeting

The next meeting of the Community Council will be held on 13 May 2024 commencing at 7.30pm at Lisvane Old School Community Centre.

DRAFT