

**MINUTES OF THE LISVANE COMMUNITY COUNCIL MEETING HELD ON  
10 FEBRUARY 2025 AT LISVANE OLD SCHOOL COMMUNITY CENTRE**

**PRESENT:**

Cllrs R Banfield, S Best, S Finch, V Hanson, D Jones, R Kelly, J Rees and H Williams

In attendance: Mr H Davies (Clerk) and Mrs C Davies (Admin Officer).

Cllr Best in the Chair.

Members recorded their respect for the passing of Mr Chris Burdett who was Clerk to the Council from 2013 to 2018. The Chairman expressed his appreciation for Mr Burdett's contribution to the Council and the community.

The Chairman welcomed Cllrs R Banfield and H Williams to their first Council meeting following their co-option. Declarations of Acceptance of Office were signed.

**Min. No. 20/25: Public Representation**

None

**Min. No. 21/25: Declaration of Interests**

None

**Min. No. 22/25: Apologies for Absence**

Cllrs C Bolton and E McNeil-Watson

**Min. No. 23/25: Minutes of the Previous Meeting, held on 13 January 2025**

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

**Min. No. 24/25: Matters Arising**

Cllr Jones confirmed that the tree that had fallen from Coed Y Felin woods into a neighbour's garden has now been removed. County Councillor John Lancaster kindly arranged for the debris to be cleared by the Council.

All other matters arising were picked up under agenda items

**Min. No. 25/25: Lisvane Old School Community Centre**

a) LOSCC

The Admin Officer reported that:

- The last community film night was very well attended and she was particularly pleased that so many people donated items to the foodbank box
- The Wales v England rugby game on 15 March 2025 will be shown on the large TV in the first floor meeting room
- It's anticipated that new AV equipment will be installed in the committee room - this being compliant with the WG's expectation for remote/hybrid meetings to be visual as well as audible
- Arrangements are now in place for the 2025 Lisvane Book Fest and all speakers/authors are booked

- Two CPR training sessions have been arranged for 4 and 25 April 2025
- The Annual Fire Risk Assessment has been completed
- The Fire Alarm System has been checked by CJS Electrical and a response for a quote for remedial works is still awaited
- A fire zone plan for LOSCC is being added to the fire alarm panel following a request made in the annual Fire Risk Assessment

*b) Maintenance issues*

The Clerk confirmed that the chimney has now been removed with the relevant area re-tiled.

**Min. No. 26/25: Village Plan**

Cllr Finch reported that S106 monies earmarked for the playing field are likely to be much less than anticipated. £23k has already been spent on the resurfacing of the car park and £39k from the Moor Lynch development has not been paid following the demise of Waterstone Homes Ltd. It might be possible for Cardiff Council to recover this from the original owners of the Moor Lynch site as they were a party to the S106 Agreement. With less funds available it follows that not all of the suggestions for the playing field will be have sufficient funding – Cllr Jones suggested that the list could be prioritised and funded in phases particularly as new S106 monies may become available from future developments

The Chairman explained that walking football numbers were now almost at a level where this activity can be progressed

**Min. No. 27/25: Police Matters**

January crime details are awaited although it was noted that there have been recent incidents of people testing doors and car doors to access unlocked homes and vehicles

**Min. No. 28/25: Highways/Footpaths**

The Clerk advised that Church Road will be closed for resurfacing on 24 and 25 February 2025 from 9.30am to 3pm

**Min. No. 29/25: Parks**

*a) Heol y Delyn playing field*

No issues

*b) Alexander Gardens*

No issues

*c) Field at rear of St Denys Church*

Cllr Banfield said that the gate is broken between the St Denys Church graveyard and the field behind it. The Clerk will seek advice from County Councillor John Lancaster about how best to report it.

**Min. No. 30/25: Planning**

*a) Weekly Planning Schedule*

W/C 6 JAN

**White Gates Cefn Mably Road**

|            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|            | Single storey rear extension<br><b>1 Millwood</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| W/C 13 JAN | Single storey side and rear extensions.<br><b>7 Jade Close</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| W/C 20 JAN | Removal of existing conservatory and new single storey rear extension.<br><b>29 Y Deri Duon</b><br>Proposed alteration of approved dwelling to include rear conservatory extension<br><b>59 Plas Y Delyn</b><br>Weeping Birch, rear garden - Reduce two leaders back into crown and tidy and other foliage growing out of crown to retain neat weeping shape.<br>Crown raise lower foliage on garden side to fence height.<br><b>1 Clos Melin Ddwr</b><br>T1 Sycamore Pollard at 6 metres above ground level, T2 Sycamore crown reduce by 2 to 3 metres back to suitable live growth points, T3 Sycamore crown reduce by 2 to 3 metres back to suitable live growth points. |
| W/C 27 JAN | <b>56 Y Deri Duon</b><br>Retrospective approval for the installation of raised decking in rear garden.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| W/C 3 FEB  | <b>7 Cardinal Drive</b><br>First floor side and ground floor extension                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |

*b) Planning Decisions*

|            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| W/C 6 JAN  | None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| W/C 13 JAN | <b>55 Plas Y Delyn</b><br>Porch on front on property<br><b>GRANTED</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| W/C 20 JAN | <b>1 Millwood</b><br>Demolition of existing bungalow and the construction of a replacement part single, part two storey house.<br><b>WITHDRAWN</b><br><b>Haulfryn Cherry Orchard Road</b><br>Two storey rear extension<br><b>GRANTED</b><br><b>33 Rowan Way</b><br>Two storey rear and side extension.<br><b>GRANTED</b><br><b>59 Plas Y Delyn</b><br>Weeping Birch, rear garden - Reduce two leaders back into crown and tidy and other foliage growing out of crown to retain neat weeping shape.<br>Crown raise lower foliage on garden side to fence height.<br><b>GRANTED</b> |
| W/C 27 JAN | <b>White Gates Cefn Mably Road</b><br>Single storey rear extension<br><b>GRANTED</b><br><b>Corpus Christi High School Ty-draw Road</b><br>Discharge of conditions 3 (Soft Landscaping) and 4 (CEMP) of 23/00011/FUL<br><b>FULL DISCHARGE</b>                                                                                                                                                                                                                                                                                                                                       |
| W/C 3 FEB  | <b>1 Clos Melin Ddwr</b><br>T1 Sycamore Pollard at 6 metres above ground level, T2 Sycamore crown reduce by 2 to 3 metres back to suitable live growth points, T3 Sycamore crown reduce by 2 to 3 metres back to suitable live growth points.<br><b>GRANTED</b>                                                                                                                                                                                                                                                                                                                    |

Cllr Rees wondered if there are any pending planning applications for Pentwyn Farm as the neighbours are reporting many lorries arriving at the property full and leaving empty. The Clerk will check with the Planning Portal

Members were pleased that a site visit by the Planning Committee is to be made before any decision is given for the Church Farm planning application and details are awaited

#### **Min.No. 31/25: Reports**

##### *a) Friends of Coed-y-Felin*

Cllr Jones reported that the group had met on 22 January 2025 and agreed a programme of works for 2025. Minutes of the last meeting have been shared with Members.

##### *b) Friends of Cefn Onn*

No reports received

#### **Min. No. 32/25: Welsh Government Consultations/Other Consultations**

##### *a) Cardiff Replacement LDP Deposit Plan*

The Cardiff Council Consultation is expected to start on 18 February 2025 for the period ending 15 April 2025. A draft of the expected documentation has been shared with Members and it's likely that the Head of Planning will attend a remote meeting with Members.

A number of suggestions were made about how the LCC response could be compiled and it was **AGREED** that Members would submit their own thoughts to the March LCC meeting and review the position at that time.

At this stage it is not intended to employ any Consultants this time

#### **Min. No. 33/25: Correspondence**

##### *a) Civility and Respect Pledge*

The Monitoring Officer confirmed that Cardiff Council has signed up to the NALC Civility and Respect Pledge and suggested that Community Councils might want to consider doing the same. It was **AGREED** that LCC would sign up to the pledge

#### **Min. No. 34/25: LCC Representation**

##### *a) Appointment of School Governor Llysfaen Primary School*

It was **AGREED** that Cllr Williams would succeed former Cllr Hancock as a School Governor

##### *b) Appointment of Trustee Lisvane Old School Community Centre*

It was **AGREED** that Cllr Banfield would succeed former Cllr Whittle as a Trustee of the Old School Community Centre

#### **Min. No. 35/25: Finance**

##### *a) S137 requests*

None

*b) Amendment to 2024-25 Maintenance Budget*

The Clerk proposed that the Maintenance Budget should be increased in order to cover the cost of the chimney removal. A corresponding reduction of the Councillor Expenses budget would mean that the overall budget is unaffected. It was **AGREED** that the revised budgets should be:

£4,750 Maintenance  
£250 Councillors Expenses

*c) Approval of Payment Schedule*

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

| <b>Cheque Number</b> | <b>Payee</b>                                                 | <b>Amount</b> |
|----------------------|--------------------------------------------------------------|---------------|
| 401144               | H W Davies - pay                                             | 1,188.43      |
| 401145               | C M Davies - pay                                             | 802.13        |
| 401146               | Cardiff Council - employee/employer pension contributions    | 574.24        |
| 401147               | TGF Building & Maintenance Ltd T/A Cardiff Chimney<br>Stacks | 4,176.00      |
| 401148               | Planning Aid Wales                                           | 50.00         |

**Min. 36/25: Date of Next Meeting**

The next meeting of the Community Council will be held on 10 March 2025 commencing at 7.30pm at Lisvane Old School Community Centre.