

**MINUTES OF THE LISVANE COMMUNITY COUNCIL MEETING HELD ON
13 JANUARY 2025 AT LISVANE OLD SCHOOL COMMUNITY CENTRE**

PRESENT:

Cllrs S Best, C Bolton, S Finch, D Jones, R Kelly, E McNeil-Watson and J Rees

In attendance: Mr H Davies (Clerk) and Mrs C Davies (Admin Officer). Mr J Prescott and Mrs A Prescott (for Public Representation)

Cllr Best in the Chair.

Min. No. 1/25: Public Representation

Mr and Mrs Prescott addressed the meeting regarding their concerns about a planning application at 62 Heol Y Delyn. Their detailed Letter of Objection was shared with Members and they expressed concern about:

1. Misleading errors in the planning application documents
2. Breaches of planning procedures
3. Proposed windows on the eastern side of the property which would overlook their property
4. The three storey property would be overbearing and domineering particularly with the high double gables
5. The dormer element would be excessively large
6. The design is out of character with neighbouring properties. In the event that the application is approved this could then set a precedent for more developments like this

Members were concerned that the applicant has failed to consult with the immediate neighbours prior to submission of the plans. Members were also concerned about the extent of the work done which would appear to be non-compliant with the existing planning consent and note that the LPA was about to issue a Planning Enforcement Warning Notice prior to submission of this retrospective planning application. Members were concerned about the delay on the part of the LPA in dealing with the enforcement process.

Mr and Mrs Prescott left the room during the Members debate and it was **AGREED** that an objection should be made particularly in relation to the breaches/process, impact on privacy for the neighbours and the adverse effect on the street scene of what would effectively be a three storey property.

Min. No. 2/25: Declaration of Interests

None

Min. No. 3/25: Apologies for Absence

Cllr V Hanson

Min. No. 4/25: Minutes of the Previous Meeting, held on 9 December 2024

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

Min. No. 5/25: Matters Arising

Cllr Jones confirmed that the new footbridge between Millrace Close and Clos Llysfaen

is now complete and includes a non-slip surface and new handrails. He will be checking that the lighting is functioning properly.

All other matters arising were picked up under agenda items

Min. No. 6/25: 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.
- A fire zone plan for LOSCC is being added to the fire alarm panel following a request made in the annual Fire Risk Assessment
- The annual check of the emergency lighting has been completed along with the 6 month check of the fire alarm system

The Secretary added that the Trustees are looking to install AV equipment in the committee room. It is proposed that this will also be available for use with remote meetings such as Zoom and Teams particularly as the WG has indicated that they want remote meetings to be visual as well as audible. This means that the LCC teleconferencing facility could become non-compliant for Council meetings.

Other committee room hirers will also benefit from the new equipment as the existing TV monitor is proving too small for presentational use

b) Maintenance issues

No issues

Min. No. 7/25: Village Plan

Cllr McNeil-Watson shared with Members a draft Report of how the VP team propose to use the £120k Section 106 monies earmarked for Heol Y Delyn playing fields and it is intended to present this to Cardiff Council. The brambles clearance cost may need to be increased and the extent to which the field drops away at the bottom end of the playground may need to be revisited in conjunction with the design plan.

Cllr McNeil-Watson is hopeful that the recent planting of trees around the perimeter may eventually soak up some of the excess water on the field. It's possible that the cricket club might be interested in using the field.

Cllr Finch reported that further advertising of walking football will be needed as the response so far has been small.

Min. No. 8/25: Police Matters

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

Min. No. 9/25: Highways/Footpaths

No issues

Min. No. 10/25: 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. 11/25: Planning

a) Weekly Planning Schedule

W/C 2 DEC	None
W/C 9 DEC	14 Cotswold Avenue Removal of existing garage and utility to side and construction of new two storey side extension.
	55 Plas Y Delyn Porch on front on property
W/C 16 DEC	62 Heol Y Delyn Single storey rear and side extensions, rear dormer loft conversion and other external alterations
W/C 23 DEC	None
W/C 30 DEC	None
W/C 6 JAN	White Gates Cefn Mably Road Single storey rear extension

b) Planning Decisions

W/C 2 DEC	9 Tanglewood Close T1 Sycamore Tree coppice to leave an overall height of approximately 2 metres above ground level GRANTED
	7 Jade Close Removal of existing conservatory and new single storey rear extension REFUSED
	29 Millwood Extension of existing entrance porch, two single storey side extensions, rear dormer roof extension and external alterations to the property including a new balcony GRANTED
	2 Ridgeway Removal of garage roof and construction of a part single storey, part two storey side extension. GRANTED
	10 Rowan Way Creation of a 1st floor balcony to existing 1st floor extension. APPLICATION WITHDRAWN
W/C 9 DEC	None
W/C 16 DEC	31 Cae Stabl Proposed alteration of approved dwelling to include rear conservatory extension

W/C 23 DEC	GRANTED Corpus Christi High School Ty-draw Road Erection of a surface-mounted sports hall building for high school and community use, along with associated infrastructure
W/C 30 DEC	GRANTED Phase 1D Churchlands Land North And East Of Lisvane Discharge of Conditions 2 (External Finishing Materials (Dwellings), 3 (External Surfacing Materials (Block Paving), and 5 (Apartment Block Architectural Detailing) of 19/03241/MJR
W/C 6 JAN	FULL DISCHARGE None

Min.No. 12/25: Reports

a) Friends of Coed-y-Felin

Cllr Jones reported that, during Storm Darragh, an oak tree has fallen from the woods into the rear garden of a neighbour's property. Cllr Jones was disappointed that Cardiff Council has yet to remove the tree and repair any damage but he has asked the Ranger to treat the matter with some urgency.

b) Friends of Cefn Onn

Notes of the October 2024 meeting and Winter newsletter were received and shared with Members

Min. No. 13/25: Welsh Government Consultations/Other Consultations

a) WG bathing water review

The Welsh Government is running a public consultation to seek views on whether to designate two new sites as bathing waters for the 2025 bathing season one of which is at Lisvane and Llanishen reservoirs. If a site is designated as bathing water, the water quality is tested by Natural Resources Wales (NRW) annually during the bathing season, which runs from 15 May to 30 September. Each designated bathing water is given a bathing water classification of excellent, good, sufficient, or poor, based on the water quality sample results.

It was **AGREED** that the LCC response should be supportive of the Welsh Water request to designate the water as suitable for bathing subject to proper safety measures being considered

b) Cardiff Council Budget 2025-26

Members were encouraged to complete the online survey which gives specific details of the main issues being addressed by the Council. It was agreed that Members should raise any additional points with the Clerk which would then be passed on to Cardiff Council.

Min. No. 14/25: Correspondence

None

Min. No. 15/25: Council Vacancies

a) Co-option of two new Members

The Clerk shared with Members the applications from those candidates who had applied

for the vacancies by the closing date of 31 December 2024. There was a discussion about each candidate and it was agreed that selection would be decided by way of a Members vote (each being able to vote for max 2 candidates). The highest number of votes were cast for Mr R Banfield and Mrs H Williams and it was agreed that they would be co-opted to the Council

Cllr Rees suggested that the unsuccessful candidates should be advised that there will be another opportunity to join the Council at the time of the May 2027 local government elections.

Min. No. 16/25: External Auditors Report 2023-24

The Clerk presented the Unqualified Report of the External Auditor and this was **APPROVED**.

Audit Wales suggested that they had difficulty accessing the community website. The website supplier advises that this is probably because they used some form of robot technology to search for something and that the system identified this as a cyber-attack and prevented access. No other reports from anyone else has suggested that there is a problem with access

Min. No. 17/25: Appointment of Internal Auditor 2024-25

It was **AGREED** that Mrs Joanna Howell should be re-appointed as Internal Auditor and the Letter of Appointment including the £200 fee was **APPROVED**. Mrs Howell has no conflict of interest and is suitably qualified.

Min. No. 18/25: Finance

a) S137 requests

None

b) Accounts 1 April 2024 to 31 December 2024 inc Bank Reconciliation

The Clerk presented the Accounts and Bank Reconciliation and these were **APPROVED**. Cllr McNeil-Watson signed the Bank Reconciliation

c) Budget Monitoring Report 1 April 2024 to 31 December 2024

The Clerk presented the Budget Monitoring Report and this was **APPROVED**. It was also **AGREED** to make a minor amendment to the 2024-25 Budget split by increasing the Remembrance Sunday budget of £50 to £70 and reducing the Stationery/Equipment by £20 to £100

d) Precept Report, forecast Reserves and proposed Budget 2025-26

The Clerk presented his Precept Report for 2025-26. The recommendation was to set a Precept of £84,500 and this was **APPROVED**

e) Approval of remedial work for chimney above Library

LCC has already agreed to cover the cost of removing the chimney above the Library and the Clerk presented three quotes which were shared with Members. It was **AGREED** that the lowest quote of £3,480 + VAT from TGF Building and Maintenance Ltd T/A Cardiff Chimney Stacks should be accepted

f) Approval of Payment Schedule

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

Cheque Number	Payee	Amount
401141	H W Davies - pay	1,188.43
401142	C M Davies - pay	802.13
401143	Cardiff Council - employee/employer pension contributions	574.24

Min. 19/25: Date of Next Meeting

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