

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

PRESENT:

Cllrs R Banfield, S Best, C Bolton, S Finch, V Hanson, D Jones, R Kelly, E McNeil-Watson and H Williams

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

Cllr Best in the Chair.

Min. No. 37/25: Public Representation

None

Min. No. 38/25: Declaration of Interests

None

Min. No. 39/25: Apologies for Absence

Cllr J Rees

Min. No. 40/25: Minutes of the Previous Meeting, held on 10 February 2025

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

Min. No. 41/25: Matters Arising

The Clerk confirmed that there are no current planning applications for Pentwyn Farm. Recent lorry movements would appear to suggest that landscape/roadwork has been undertaken at the site evidenced by the erection of some new gates at the property.

The Clerk also confirmed that the gate between the St Denys Church graveyard and the Council field is owned by St Denys Church. The Vicar has been advised that the gate is broken

All other matters arising were picked up under agenda items

Min. No. 42/25: Lisvane Old School Community Centre

a) LOSCC

The Admin Officer reported that:

- The foodbank box is now regularly full especially after film nights. An article about this will appear in the April Lisvane Link
- Two CPR training sessions have been arranged for April. The second one is already fully booked
- The showing of the Wales v England rugby game on 15 March 2025 will not now take place
- Café 1913 are looking to open four evenings a week from May 2025 with an Italian pasta/pizza theme
- All issues from the FRA have now been addressed
- Good use is made of the "activity files" (kept in the café area) by members of the public

b) Maintenance issues

No issues.

Min. No. 43/25: Village Plan

Cllr McNeil-Watson reported that a site meeting with Cardiff Council Officials from the Parks dept will take place on 14 March 2025 to discuss how S106 monies can be used at the Heol Y Delyn playing field. Neighbours were consulted during the initial survey and the intention is to engage with them again once the site meeting has identified what improvements are possible.

Cllr Jones made the observation that it would be good to retain the lockable gate to avoid any vehicular abuse of the field.

The Chairman reported that dates are now being discussed for setting up the walking football – most likely Saturday or Sunday mornings

Cllr McNeil-Watson said that progress with the Welsh Language was now dependent on numbers and dates

Min. No. 44/25: Police Matters

February crime details are awaited and a PACT meeting is being held on 13 March 2025. Members expressed concern about an apparent increase in crime recently including burglaries and it was **AGREED** to invite PC Hughes and the PCSO to the next Council meeting

Min. No. 45/25: Highways/Footpaths

Cllr Banfield explained that there had been some fly tipping on Rudry Road north of the M4. The Clerk explained that incidents of fly tipping can be reported by residents via the Cardiff Council website

Min. No. 46/25: Parks

a) Heol y Delyn playing field

No issues

b) Alexander Gardens

No issues – Cllr Hanson suggested that tidying up of the herb garden would take place during the summer

c) Field at rear of St Denys Church

No issues

Min. No. 47/25: Planning

a) Weekly Planning Schedule

W/C 3 FEB

7 Cardinal Drive

First floor side and ground floor extension

43 Tir Y Bar

Single storey extension to the rear of the property

W/C 10 FEB

14 Y Deri Duon

W/C 17 FEB	Rear conservatory extension Amberly Rudry Road Demolition of existing single storey extensions and construction of new single storey side and rear extension. Hip to gable and rear dormer roof extension.
W/C 24 FEB	49 Plas Y Delyn Demolition of existing garage and side extension. Construction of single storey side extension.
W/C 3 MCH	None

b) Planning Decisions

W/C 3 FEB	1 Clos Melin Ddwr 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. GRANTED
W/C 10 FEB	7 Jade Close Removal of existing conservatory and new single storey rear extension. GRANTED
W/C 17 FEB	41 Rowan Way Two storey side and single storey rear extensions. GRANTED
W/C 24 FEB	6 Lon Coetgae Installation of an Air Source Heat Pump to the side of the property. GRANTED
W/C 3 MCH	29 Y Deri Duon Proposed alteration of approved dwelling to include rear conservatory extension GRANTED
	14 Cotswold Avenue Removal of existing garage and utility to side and construction of new two storey side extension. REFUSED
	Farrier's Cottage Lisvane Road New vehicular entrance off Lisvane Road to replace the existing entrance off the roundabout on the junction of Lisvane Road and Church Road. GRANTED
W/C 3 MCH	None

Min.No. 48/25: Reports

a) Friends of Coed-y-Felin

Cllr Jones reported that sustainable hazel is to be put next to the river in order to protect the bank and prevent further erosion

b) Friends of Cefn Onn

The Clerk has shared with Members a recent update from the Group

Min. No. 49/25: Welsh Government Consultations/Other Consultations

a) Cardiff Replacement LDP Deposit Plan

The Chairman reported that he had attended a meeting with the Head of Planning and Members of other Cardiff Community Councils. He elaborated on concerns that he raised about transport issues and energy solutions. He also flagged shortcomings with receipt of S106 monies. A more detailed submission about the collection of S106 monies has now been submitted to the Head of Planning who has agreed to investigate the concerns.

Several LCC Members are due to attend the Llanishen High School LDP presentation and it was agreed that Members would submit their LDP comments to the Clerk by way of email ahead of the April 2025 LCC meeting. A formal response will need to be agreed at the April LCC meeting.

a) Regional Transport Plan

A consultation for the Regional Transport Plan was received too late for inclusion in the agenda and will be added to the April 2025 agenda (closing date is 19 May 2025)

Min. No. 50/25: Correspondence

a) Independent Remuneration Panel for Wales Annual Report 2025-26

The Clerk shared the Report with Members and it was noted that arrangements have not changed regarding the amount and payment of allowances to Members. The position is that:

- A £156 annual allowance must be made available to each Member
- An annual payment to the Chairman of up to £1,500 is permitted
- An attendance allowance of £30 for each meeting can be claimed by Members
- The cost of consumables can be reimbursed

Members have traditionally waived these payments

Min. No. 51/25: Policy Committee

a) Annual review of internal control and internal audit arrangements

The Report of the Policy Committee was **APPROVED**

Min. No. 52/25: 2024-25 Annual Report

a) Draft for approval

The Annual Report for 2024-25 was **APPROVED**. This is to be published on or after 1 April 2025

Min. No. 53/25: Training Plan

The Admin Officer explained that an updated Training Plan is needed and that Members need to advise her of any planned training even if there is none. Requests to attend online training should also be submitted to the Admin Officer – dates for the OVV training events are circulated bi-monthly

Min. No. 54/25: Staff Matters

a) Approval for Admin Officer to move from SCP 2 to SCP 3 pay scale

The Clerk advised that following the annual staff review the Admin Officer should be moved to pay scale SCP 3 in line with her Contract. This was **APPROVED** by Members

Min. No. 55/25: Finance

a) S137 requests

None

b) Renewal of OVW membership 2025-26

It was **AGREED** that LCC membership should be renewed at a cost of £794

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
401149	H W Davies – pay	1,188.43
401150	C M Davies – pay	802.13
401151	Cardiff Council - employee/employer pension contributions	574.24
401152	H W Davies - reimbursement for postage	16.20

Min. 56/25: Date of Next Meeting

The next meeting of the Community Council will be held on 14 April 2025 commencing at 7.30pm at Lisvane Old School Community Centre.