

**MINUTES OF THE LISVANE COMMUNITY COUNCIL MEETING HELD ON
9 JUNE 2025 AT LISVANE OLD SCHOOL COMMUNITY CENTRE**

PRESENT:

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

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

PC T Hughes also in attendance from SW Police

Cllr Jones in the Chair

Min. No. 96/25: Signing of Declaration of Acceptance of Office by Vice Chairman

Cllr Jones signed the Declaration of Acceptance of Office as Vice Chairman

Min. No. 97/25: Public Representation

None

Min. No. 98/25: Declaration of Interests

None

Min. No. 99/25: Apologies for Absence

Cllr C Bolton

Min. No. 100/25: Minutes of the Previous Meeting, held on 12 May 2025

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

Min. No. 101/25: Matters Arising

The Clerk confirmed that a meeting took place with Redrow to discuss (a) the route of works traffic and (b) St Mellons Road bus gate. Cllrs Banfield and McNeil-Watson were in attendance. Redrow confirmed that the Llwyn Y Pia spine road will only open when the last house in Phase 2 has been built and at that point a bus gate will be installed simultaneously at St Mellons Road effectively closing it about 100-200 yards from its junction with Church Road and Lisvane Road. The estimated date for this is Nov 2027 but the date may move depending on the level of house building/sales.

Cllr Hanson reported that he had recently cut back the herb plants on the public footpath around Alexander Gardens. He suggested that further work will be needed. The Clerk confirmed that the public footpath is owned by and is the responsibility of Cardiff Council. The Admin Officer advised that Lisvane Primary School had indicated to her predecessor that they might be willing to "adopt" the herb patch and Cllr Williams agreed to raise the matter with the Head Teacher/Governors.

All other matters arising were picked up under agenda items

Min. No. 102/25: Lisvane Old School Community Centre

a) LOSCC

The Admin Officer reported that:

- The third Lisvane Bookfest was held over the previous weekend and was very successful
- Three CPR sessions have been completed with 30 people trained
- Next film night is 20 June 2025
- Air conditioning is being installed in the café area w/c 16 June 2025

The Clerk added that good progress was being made with TG in respect of the minor tweaking of their Lease as they are still looking for new premises but have now passed the break clause date

b) Maintenance issues

- A dado rail is to be fitted in the main hall to stop damage/marks to the walls caused by stacked chairs
- Two fire doors have been adjusted and new intumescent strips inserted
- Slates have been placed under one of the SuDS boxes that had sunk into the tarmac
- A new vent outside the Library has been installed to stop damp and mould in the Library

Min. No. 103/25: Audit 2024-25

a) To consider Internal Audit Report

The Report of the Internal Auditor was considered and **ACCEPTED**

The Internal Auditor confirmed that the *“Council therefore appear to be managing their reserves at an appropriate level as the carried forward falls within the guidance in the Practitioners’ Guide, namely, to hold between three to twelve months’ gross expenditure as reserves”* but goes on to say that *“I have noted though that the Council have designated £30k of the £34.8k reserve for any abnormal costs to the Community Centre, leaving the general reserve at £5k only. The Council need to carefully consider whether this is a reasonable specific reserve, as if it is they probably need to build up their general reserve more. As the general reserve is falling way below the guidance above”*. Members agreed that the total Reserves are at a fully satisfactory level but that in future a reallocation of the split would be appropriate particularly to cover unforeseen contingencies such as the cost of by-elections.

b) To approve Explanation of Significant Variance

The Clerk presented the explanation of significant variances and this was **APPROVED**

c) Annual Return and Annual Governance Statement

The Clerk presented the Annual Return and Annual Governance Statement for the year ending 31 March 2025 and this was **APPROVED**. The Chairman was authorised to sign the document for submission to the External Auditor

Min. No. 104/25: Village Plan

Cllr McNeil-Watson reported the VP team is still awaiting a response from Cardiff Council regarding the suggested use of S106 monies at the Heol Y Delyn playing field and that County Cllr Reid-Jones has been asked to follow up the matter.

The Welsh Language group has now met several times but the numbers are low and unlikely to increase during the summer period. A further mention in the Lisvane Link is

intended.

It's also intended that community groups arranging events and outings will be encouraged to open their events to the wider public.

Cllr Finch reported that there have now been 7 sessions of walking football with 23 participants. There has also been a suggestion of an affiliation to the Lisvane Panthers. It was **AGREED** that a £50 grant should be made to the lady (J Davies) who has been setting up the group.

Min. No. 105/25: Police Matters

MAY 2025:

18/05 – theft of vehicle – Lon Coetgae – recovered in Sully industrial estate unit on 19/05. 5 males arrested and on bail to date

20/05 evening – theft from skip – Rosewood Close

PC Hughes explained that the number of burglaries in Lisvane has fallen largely because of increased use of CCTV and alarm systems. The issues causing concern at the moment include (a) auto theft and (b) inappropriate use of electric bikes/scooters by youths. He said that many of the car thefts were for vehicles with push button start (ie keyless) and some of these cars are then broken up and sold as spare parts. He did suggest using a tracker system – an inexpensive option is an Apple AirTag.

PC Hughes also confirmed that he will be arranging a PACT meeting for July 2025.

Min. No. 106/25: Highways/Footpaths

No issues

Min. No. 107/25: Parks

a) Heol y Delyn playing field

No issues

b) Alexander Gardens

The Clerk explained that he is awaiting information from Cardiff Council into whether it might be possible for a community asset transfer of Alexander Gardens to LCC. Cardiff Council has confirmed that it is looking into to the matter and that the site is managed by their Housing Dept.

An informal estimate of grass cutting costs has been obtained at around £1,500 pa which could form part of the annual Precept.

c) Field at rear of St Denys Church

No issues

Min. No. 108/25: Planning

a) Weekly Planning Schedule

W/C 5 MAY

Tyn-y-berllan Graig-Ilwyn Road

Erection of Oak framed Orangery with render to match existing

34 Rowan Way

W/C 12 MAY	Installation of air source heat pump ('ASHP') at approx 1200mm from boundary wall to neighbour
W/C 19 MAY	None
	Lisvane (cac) Tennis Club Cherry Orchard Road
	Replacement/removal of existing lighting columns and the erection of 15, 6.9 metre high led lighting columns (maximum height) serving three tennis courts.
	114 Mill Road
	Part single, part two-storey front and rear extensions with other general remodelling.
	14 Cotswold Avenue
	Proposed part ground and 1st floor extension to side of property
W/C 26 MAY	None
W/C 2 JUN	50 Heol Y Delyn
	T1 Copper beech (rear garden) - 2 metre crown reduction back to suitable live growth points

b) Planning Decisions

W/C 5 MAY	None
W/C 12 MAY	None
W/C 19 MAY	1 Church Close
	Extension to front roof slope and first floor side extension, ground floor rear extension and external alterations to the property (Approved 28 October 2024 - 24/01720/HSE): -
	Variation of Condition 2 (Approved Plans) of 24/01720/HSE to amend the approved plans as follows: 1) to remove step in ridge to allow for easier construction.
	GRANTED
W/C 26 MAY	18 Plas Y Delyn
	Part single part two storey front extension, first and mezzanine floor side extension and rear dormer extension, all with associated external works.
	GRANTED
W/C 2 JUN	None

The Chairman expressed the view the recent LCC response to the LDP consultation had been very comprehensive and suggested that residents might be interested to see a summary of it. It was **AGREED** to submit this to Lisvane Link and also the Facebook page (albeit the Facebook page would refer residents to the community website)

Min.No. 109/25: Reports

a) Friends of Coed-y-Felin

Minutes of the May 2025 meeting have been shared with Members

b) Friends of Cefn Onn

Minutes of the April 2025 meeting have been shared with Members

Min. No. 110/25: Welsh Government Consultations/Other Consultations

None

Min. No. 111/25: Correspondence

a) Wheatham Planning Application

The Clerk previously shared correspondence with Members from the Wheatham planning applicants requesting that the LCC objections should be withdrawn. Members were previously satisfied that the points raised in the objections remain pertinent and that they also reflect the concerns expressed by neighbours and that the objections should not be withdrawn. The applicants have subsequently made a formal complaint to LCC and a copy of their complaint correspondence has been shared with Members.

The Clerk (in consultation with the Chairman) has sent a response in accordance with Stage 1 of the LCC Complaints Procedure. Stage 2 is for the full Council to consider the complaint in conjunction with the Stage 1 reply. Members agreed that the Stage 1 reply adequately covers the matters raised and have nothing further to add. The Clerk will advise the complainant that Stage 2 is now complete and that they can refer their concerns to the Public Service Ombudsman if they wish to do so.

b) One Voice Wales

OVW has written to all Councils suggesting that a second representative could be appointed to the Area committee meetings. Given the size of LCC it was **AGREED** that one representative (Cllr R Kelly) was sufficient.

Min. No. 112/25: Finance

a) S137 requests

None

b) Approval of Payment Schedule

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

Cheque Number	Payee	Amount
401159	H W Davies - pay	1,193.32
401160	C M Davies - pay	815.57
401161	Cardiff Council - employee/employer pension contributions	583.53
401162	H W Davies - reimbursement for postage	33.18
401163	J Davies - walking football grant	50.00

Min. 113/25: Date of Next Meeting

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