

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

PRESENT:

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

Mr D Mills attended as an observer on behalf of Cardiff Council Standards and Ethics Committee

In attendance: Mrs C Davies (Admin Officer).

Cllr Bolton in the Chair

Min. No. 179/25: Public Representation

None

Min. No. 180/25: Declaration of Interests

None

Min. No. 181/25: Apologies for Absence

Cllrs J Rees, R Kelly and Mr H Davies (Clerk)

Min. No. 182/25: Minutes of the Previous Meeting, held on 13 October 2025

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

Min. No. 183/25: Matters Arising

The Admin Officer confirmed that a new Internal Auditor has yet to be appointed.

All other matters arising were picked up under agenda items

Min. No. 184/25: Lisvane Old School Community Centre

a) LOSCC Report

Cllr Best (Chairman of the Trustees) highlighted that there have been disagreements and divisions between parties in regard to the operation of the café and the management of the same. However, all parties are committed to the smooth running of the café and are exploring different avenues to achieve optimal results and an agreed way forward. A joint meeting with all the parties involved has been arranged to discuss potential compromises with regard to recent disagreements. This meeting will also seek a resolution to wording of a process regarding 'other community events'.

The Admin Officer reported that:

- Next community film night is on the 28 November when mulled wine and mince pies will be served
- LOSCC will be putting on its first Christmas carol sing-along on 19 December, hopefully the first of many. It will be advertised in the December Link and film night attendees will be emailed. Again, there will be mulled wine and mince pies on offer

b) Maintenance issues

- A new coat rack has been installed in the main café area for all hall users
- The fire door stopper on the library door has been adjusted and is working well
- The toilet door in the ladies toilet has been re-hung and secured
- The lock on the disabled toilet door has been adjusted
- The heating in the boys and girls toilet in the annex has been fixed and both are working well

Min. No. 185/25: Village Plan

Cllr McNeil-Watson said that communication is still awaited regarding the improvements to the playing field.

Cllr Finch reported that the walking football group continues to be well supported, and that there is now a waiting list for new members wishing to join.

Min. No. 186/25: Police Matters

Members were very grateful to PC Hughes and his team for assisting with traffic management at the War Memorial for Remembrance Sunday and it was **AGREED** to send a letter of thanks. The Chair also mentioned his appreciation to the Clerk for all his help and assistance with the smooth running of Remembrance Sunday.

PACT meeting has been arranged for 2pm on 13 November 2025 at LOSCC

Crime figures for October 2025 are awaited

Min. No. 187/25: Highways

Cllr Rees previously raised a concern about overgrown trees on Cherry Orchard Road opposite Cefn Onn Meadows. This is potentially affecting driver's visibility approaching and exiting the junction with the Old Cottage public house. The Clerk reported the matter to Cardiff Council and has chased for an update

Cllr Rees also previously raised concerns about the inadequate car park facilities at Lisvane and Thornhill station as parked cars have spilled onto the roads around the station and are causing problems. The Clerk contacted County Councillor John Lancaster and a site visit has been arranged for 11am on Tuesday 11 November 2025

Cllr Jones previously explained a new surface has recently been installed on the boardwalk between Millrace and Clos Llysfaen but that this is regularly being used by horses which is likely to damage the surface. The Clerk raised the matter with Cardiff Council who are considering installing a gate on the boardwalk.

Min. No. 188/25: War Memorial

a) Parking in lay-by

There has been recent email correspondence to the Clerk from a local resident who was concerned about the cars parking in the lay-by outside the War Memorial. The Admin Officer stated that she was aware that the cars belonged to a resident in a property close to the War Memorial, and that works were currently being carried out on a new drive at the said property. It was **AGREED** that the parking situation will be re-visited in a couple of months once all the drive works had been completed.

Min. No. 189/25: Parks

a) Heol y Delyn playing field

No issues

b) Alexander Gardens

No issues

c) Field at rear of St Denys Church

Meeting with Redrow has been arranged for 10am Monday 17 November 2025 to discuss footpaths

Min. No. 190/25: Planning

a) Weekly Planning Schedule

W/C 6 OCT

50 Y Deri Duon

Construction of conservatory to approved dwelling.

W/C 13 OCT

Corpus Christi High School Ty-draw Road

Discharge of Conditions 3 (Arboricultural Survey Report), 4 (Soft Landscaping), 5 (Landscape Specification and Management Plan), 6 (Drainage Scheme) and 7 (Cycle Parking) of 24/02422/FUL.

12 Rowan Way

Raise crown to give 5m clearance AGL. Remove any dead wood throughout crown. Reduce N and S crown by 3m to balance.

Tree Squadron to manage road traffic for S reduction and deadwooding work.

Pruning work to be carried out to BS3998; 2010 British Standards.

All arisings to be removed from site, leaving tidy.

W/C 20 OCT

None

W/C 27 OCT

Cerrig Llwyd Lisvane Road

Internal alterations and improvements to small garden terrace.

New House Farm Capel Gwilym Road

Proposed new replacement outbuildings, alterations (including demolition and partial demolition) of existing structures and extensions and alterations to the farmhouse.

W/C 3 NOV

None

b) Planning Decisions

W/C 6 OCT

1 Wood Close

Silver birch in the front garden of 1 wood close, 1-2m crown reduction.

GRANTED

11 Holly Grove

Single storey front extension and side and front first floor extension.

GRANTED

6 Church Close

Front and rear dormer roof extensions

GRANTED

W/C 13 OCT

88 Heol Nant Glandulas

Rear conservatory extension.

GRANTED

W/C 20 OCT

12 Rowan Way

Raise crown to give 5m clearance AGL. Remove any dead wood throughout crown. Reduce N and S crown by 3m

	to balance. Tree Squadron to manage road traffic for S reduction and deadwooding work. Pruning work to be carried out to BS3998; 2010 British Standards. All arisings to be removed from site, leaving tidy. GRANTED
W/C 27 OCT	29 Millwood Single storey front, rear and side extensions with new side entrance and associate works. GRANTED
W/C 3 NOV	None

Min.No. 191/25: Reports

a) Friends of Coed-y-Felin

Cllr Jones advised that the Friends group were currently looking at plans for 2026.

b) Friends of Cefn Onn

No issues

Min. No. 192/25: Welsh Government Consultations/Other Consultations

a) Standards and Ethics Committee – Annual Report 2024-25

Noted

b) WG Consultation on the changes to local government elections

Noted

Min. No. 193/25: Correspondence

None

Min. No. 194/25: 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
401182	H W Davies - pay	1,165.74
401183	C M Davies - pay	838.97
401184	Cardiff Council - employee/employer pension contributions	602.30
401185	Llysfaen Primary School Grant Min. No. 168/25 refers	50.00
401186	H W Davies – reimbursement for RBL wreaths	40.00
401187	Brookview Garden Maintenance Ltd – War Memorial	72.00

Min. 195/25: Date of Next Meeting

The next meeting of the Community Council will be held on 8 December 2025 commencing at 7.30pm at Lisvane Old School Community Centre.

DRAFT