

**MINUTES OF THE LISVANE COMMUNITY COUNCIL MEETING HELD ON
8 DECEMBER 2025 AT LISVANE OLD SCHOOL COMMUNITY CENTRE**

PRESENT:

Cllrs R Banfield, S Best, C Bolton, S Finch, V Hanson, E McNeil-Watson and J Rees

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

Cllr Bolton in the Chair

Min. No. 196/25: Public Representation

None

Min. No. 197/25: Declaration of Interests

Cllr Hanson declared a prejudicial interest relating to the Grant application from Lisvane Community Library as he is a member of the Library committee in a personal capacity (Min. No. 210c/25) refers. During the agenda item Cllr Hanson left the room and therefore took no part in the discussion or decision

Min. No. 198/25: Apologies for Absence

Cllrs D Jones and H Williams

Min. No. 199/25: Minutes of the Previous Meeting, held on 10 November 2025

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

Min. No. 200/25: Matters Arising

The Clerk confirmed that an email was sent to SW Police to thank PC Hughes and his team for their help with the road closure and traffic management at the War Memorial on Remembrance Sunday

All other matters arising were picked up under agenda items

Min. No. 201/25: Lisvane Old School Community Centre

a) LOSCC Report

Cllr Best (Chairman of the Trustees) confirmed that a meeting was held with the café proprietors and he was pleased that a form of wording was agreed with them regarding the way in which "other community events" would be treated to avoid any conflict with the café evening offering and he also welcomed a reset of working relations and improved communications. Regular meetings will now take place between the LOSCC management and café proprietors.

In response to a question from Cllr McNeil-Watson, Cllr Best said that the café proprietors have addressed the shortcomings identified in the recent 3 star hygiene rating inspection and have paid for another inspection to be carried out within 3 months as they are confident of achieving a higher rating

The Admin Officer reported that:

- Next community film night is on the 16 January 2026

- LOSCC will be putting on its first Christmas carol sing-along on 19 December 2025 and around 72 people are expected to attend
- The annual fire extinguisher check has taken place along with the annual fire risk assessment
- LOSCC information on the community website has been reviewed and updated
- Weekly activity sheets have been placed in the lobby notice board

b) Maintenance issues

- A quote for the annexe front door is being progressed
- The gas boiler has been professionally checked as there have been three recent occasions where it shut itself down

Min. No. 202/25: Village Plan

Cllr McNeil-Watson said that a response from Cardiff Council is still awaited regarding the improvements to the playing field.

Min. No. 203/25: Police Matters

A PACT meeting was held at LOSCC on 13 November 2025 and Cllr Emma Reid-Jones will be taking forward the issues raised which included complaints about the overspill car parking at Lisvane and Thornhill station.

Crime figures for October and November 2025 are awaited

Min. No. 204/25: Highways

The Clerk advised that the leaves on the Church Road footpath have largely been cleared

Min. No. 205/25: Parks

a) Heol y Delyn playing field

No issues

b) Alexander Gardens

No issues

c) Field at rear of St Denys Church

No issues but a summary of a productive meeting with Redrow on 17 November 2025 was shared Members where it appears that Redrow has now agreed to the two footpath requests raised with them by LCC and Graig Protection Society

Min. No. 206/25: Planning

a) Weekly Planning Schedule

W/C 3 NOV

18 Blossom Drive

Single storey rear and side extension.

W/C 10 NOV

18 Millwood

Demolition of existing conservatory and construction of a single storey rear extension.

39 Millwood

Erection of 1.8m horizontal wooden fencing to side of property to enclose garden with additional hedgerow planting.

W/C 17 NOV	14 Holly Grove Single storey rear extension. Proposed electric gate and front wall with piers and planters.
	4B Cherry Orchard Road T4 Oak tree (Quercus sp.) in rear garden, crown lift to 5 metres above ground level by removing low epicormic growth from main stems
	30 Llwyn Y Pia Road Single-storey rear extension, first-floor side extension and loft conversion with rear dormer, including associated external alterations.
W/C 24 NOV	Wheatham Cherry Orchard Road Discharge of Conditions 3 (Hard and Soft Landscaping), 4 (Arboricultural Method Statement and Tree Protection Plan), and 7 (Means of Site Enclosure) of 24/02635/FUL.
	7 Crofta New openings and rooflights, replacement roof on existing side, rear first floor dormer and other external alterations.
	102 Llwyn Y Pia Road Single storey rear extension.
	1 Rudry Road Single-storey rear extension, first floor front extension, front porch extension, rear dormer conversion with raised roof and rooflight.
W/C 1 DEC	Pentwyn Farm Graig-llwyn Road Outbuilding for ancillary use.
	20 Millrace Close Single storey rear extension.
	None

b) Planning Decisions

W/C 3 NOV	None
W/C 10 NOV	17 Llwyn Y Pia Road Replacement of driveway metal gates from approx 1m high to 2m high with enlargement of gate pillars.
W/C 17 NOV	GRANTED
W/C 24 NOV	None
	4B Cherry Orchard Road T4 Oak tree (Quercus sp.) in rear garden, crown lift to 5 metres above ground level by removing low epicormic growth from main stems
	GRANTED
	50 Y Deri Duon Construction of conservatory to approved dwelling.
	GRANTED
	15 Millrace Close First floor rear and side extension with hipped roof and juliet balcony.
	GRANTED
	10 Llwyn Y Pia Road First floor extension. Raise the main roof with two front apex's and rear dormer
	GRANTED
W/C 1 DEC	None

Members expressed concern about the proposed substantial building work at Pentwyn Farm. This property is in the green wedge and the proposals are seen as being an excessive development with a potential domiciliary use in the future. It was **AGREED** to submit an objection

Min.No. 207/25: Reports

a) Friends of Coed-y-Felin

The minutes of the 12 November 2025 meeting were shared with Members

b) Friends of Cefn Onn

The minutes of the 15 September 2025 meeting were shared with Members

c) Biodiversity and Resilience of Ecosystems Duty Report 2023-25

The Clerk shared with Members a draft of the Report which is due to be published at the end of the year. The Report was **APPROVED** subject to a reference being made in it regarding Coed Ty Llwyd Woodland (provided that it falls within the official Lisvane Ward boundary)

Min. No. 208/25: Welsh Government Consultations/Other Consultations

None

Min. No. 209/25: Correspondence

a) Report from Standards and Ethics Committee

Mr David Mills from the Cardiff Council Standards and Ethics Committee attended the November 2025 LCC meeting as an observer and his very positive Report was shared with Members.

b) Correspondence from Cllr Ron Kelly

The Clerk shared correspondence from Cllr Ron Kelly advising that he is standing down as a Member with immediate effect. Cllr Kelly has been a very active Member for more than 30 years. The Chairman and Members recorded their thanks for his huge contribution to the Council and to the Community

Min. No. 210/25: Finance

a) S137 requests

None

b) Appointment of Internal Auditor for 2025-26

It was **AGREED** to appoint Mr Michel Fisher as Internal Auditor for 2025-26. Mr Fisher is a former Accountant with Newport Council and currently acts as Internal Auditor to several Community Councils in the Caerphilly area. His fee will be £350 and he is independent of Lisvane, Members and staff.

c) Lisvane Community Library Grant Application

Members **APPROVED** a £650 Grant application from the Community Library for their 2026 Bookfest event

d) Approval of Payment Schedule

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

Cheque Number	Payee	Amount
401189	H W Davies - pay	1,165.74
401190	C M Davies - pay	838.97
401191	Cardiff Council - employee/employer pension contributions	602.30

Min. 211/25: Date of Next Meeting

The next meeting of the Community Council will be held on 12 January 2026 commencing at 7.30pm at Lisvane Old School Community Centre.

DRAFT