

**MINUTES OF THE LISVANE COMMUNITY COUNCIL MEETING HELD ON
14 SEPTEMBER 2026 AT LISVANE OLD SCHOOL COMMUNITY CENTRE**

PRESENT:

Cllrs S Best, C Bolton, D Diamond, S Finch, V Hanson, D Jones, E McNeil-Watson, J Rees and H Williams

In attendance: Mr H Davies (Clerk) and Mrs C Davies (Admin Officer). Mr B John attended the Public Representation part of the meeting.

Stephanie Yung attended as an observer from the Cardiff Council Standards and Ethics Committee

Cllr Jones in the Chair

Min. No. 125/26: Public Representation

Mr B John asked for an update about the no. 86 bus service following his attendance at the 8 June 2026 Council meeting.

Following that meeting, letters were sent to the six constituency MSs regarding the bus service and other matters. The Chairman advised that LCC had met with Dafydd Trystan Davies MS (WG Cabinet Minister) who agreed to raise the matter with Cardiff Bus.

Min. No. 126/26: Declaration of Interests

None

Min. No. 127/26: Apologies for Absence

Cllrs R Banfield

Min. No. 128/26: Minutes of the Previous Meeting, held on 13 July 2026

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

Min. No. 129/26: Matters Arising

All matters arising were picked up under agenda items

Min. No. 130/26: Lisvane Old School Community Centre

a) LOSCC Report

Cllr Best (Chairman of the Trustees) reported that further discussions have taken place with the Cafe1913 tenants in connection with the additional costs incurred by LOSCC as a result of the Italian offering. The Tenants were considering a number of options and Cllr Best indicated the most likely way forward. Formal written confirmation is awaited from the Tenants

b) Maintenance issues

The Admin Officer reported that a tap in the ladies' toilet has been fixed and that the following improvements have been completed in the annexe during the school holidays:

- New toilets, sinks and hot water heater
- New flooring in the toilets area
- New front door
- Insulation and cladding to the front porch
- Replacement of non-compliant fluorescent lighting
- Fencing to secure the front area

The Clerk explained that all of these improvements have been funded by LOSCC and were largely cosmetic. He pointed out that the rear fire door of the annexe has rotted away at the bottom and needs to be replaced. As this forms part of the annexe building, he said that it's a cost that should more appropriately be covered by LCC (as the Landlord freeholder) within its maintenance 2026-27 budget.

The quote received from our trusted supplier (Simon Davies) is for £2,203.84 including fitting. This is for a double-glazed emergency powder coated aluminium fire door. Two other window/door businesses had failed to provide a quote. Three quotes are mandatory only for amounts over £5k. It was **AGREED** to proceed with the Simon Davies quote.

Min. No. 131/26: Village Plan

Cllr McNeil-Watson confirmed that a detailed response about the playing field costings is still awaited from Cardiff Council.

Group activities including the Welsh group and Walking Football continue to be active.

Min. No. 132/26: Police Matters

Latest crime details are awaited. PC Hughes has been covering other areas of Cardiff recently but returns to Lisvane mid-September.

Min. No. 133/26: Highways/footpaths

a) Keep Wales Tidy – Litter pick

The Clerk explained that Keep Wales Tidy is arranging a litter pick on Monday 28 September 2026 starting at 10.30am from LOSCC as part of the annual Big Cardiff Tidy. A number of volunteers have already agreed to take part

Min. No. 134/26: Parks

a) Heol y Delyn playing field

No issues.

b) Alexander Gardens

The Clerk confirmed he had formally advised Cardiff Council that LCC has agreed to proceed with the community asset transfer. The Clerk is liaising with Cardiff Council regarding a possible press release. He added that Brookview Garden Maintenance Ltd has recently cut back the weeds on the footpath and herb patch

c) Field at rear of St Denys Church

The Church is aware of their broken gate between the graveyard and the communal field

Min. No. 135/26: Planning

a) Weekly Planning Schedule

W/C 6 JUL	43 Plas Y Delyn Oak 43 Plas y Delyn - selective crown lift of 1.5m from current crown at 3.5m agl to future crown at 5m agl. 15% (circa 1m) crown reduction. Remove dead and minor internal growth with cuts of 2-3 inches.
W/C 13 JUL	Brookfield Cefn Mably Road Construction of a rear mono pitch roof dormer to form a Loft Conversion. With Velux windows to the Principal and Rear Elevations.
W/C 20 JUL	78 Mill Road Front porch extension
W/C 27 JUL	1 Portland Place Retention of Veranda and Balcony as Built, and Installation of a Privacy Screen to the North-East Side of the Balcony
W/C 3 AUG	1 Churchill Close Alder in Rear Garden. Remove trunk epicormic sprouts to first major limb break. Reduce overall crown volume by cutting to previous pruning points. Last carried out in 2023, prior to that 2017, 2013.
W/C 10 AUG	None Pentwyn Farm Graig-Ilwyn Road (Amended plans for) Outbuilding for ancillary use
	40 Ridgeway Oak; rear garden (council tree) - Reduce the overhang of the clients garden including the small section over the r/h corner by 1.5-2m to suitable growth points and maintain a natural flowing shape including some of the upper crown but not the top.
	47 Mill Road T1 - Oak; rear garden, remove epicormic growth on the stem. G1 - Conifer hedges; around parking area in the rear l/h corner, trim the end of the l/h boundary hedge overhanging the parking area hard and then trim the end of the rear boundary hedge overhanging the parking area lightly.
	Wheatham Cherry Orchard Road Discharge of Condition 5 (Materials) of 24/02635/FUL.
W/C 17 AUG	9 The Paddock Single storey and partial two storey rear extensions.
	53 Plas Y Delyn Ground floor rear extension and extended patio
	70 Heol Nant Glandulas Rear conservatory extension.
	6 Lon Coetgae Proposed Non-Material Amendment to Planning Permission 24/02604/HSE - To retrospectively change air source heat pump model
W/C 24 AUG	33 Blossom Drive Proposed single storey rear extension and conversion of integral garage
W/C 31 AUG	Ty Mawr Farm Graig Road Completion of existing, part built stables with change of for part of the completed building for pet crematorium with change of use of existing log cabin to provide reception/chapel of rest
	14 Cotswold Avenue Proposed Non-Material Amendment to Planning Permission 18/00385/DCH - Minor changes to the window and door positions
W/C 7 SEPT	None

b) Planning Decisions

W/C 6 JUL	The Black Griffin Inn Church Road New accessible entrance ramp to side elevation GRANTED
W/C 13 JUL	37 Ridgeway Demolition of existing garage, and erection of a single storey rear/side extension. GRANTED
W/C 20 JUL	43 Plas Y Delyn Oak 43 Plas y Delyn - selective crown lift of 1.5m from current crown at 3.5m agl to future crown at 5m agl. 15% (circa 1m) crown reduction. Remove dead and minor internal growth with cuts of 2-3 inches. GRANTED
W/C 27 JUL	1 Churchill Close Alder in Rear Garden. Remove trunk epicormic sprouts to first major limb break. Reduce overall crown volume by cutting to previous pruning points. Last carried out in 2023, prior to that 2017, 2013. GRANTED
	Brookfield Cefn Mably Road Construction of a rear mono pitch roof dormer to form a Loft Conversion. With Velux windows to the Principal and Rear Elevations. GRANTED
W/C 3 AUG	The Lodge Lodge Close Front porch alterations/ extension and reconstruction of attached garage with other associated works. GRANTED
W/C 10 AUG	Mildenhall 7 Heol St Denys Wrap around single-storey part side and rear extension with demolition of existing conservatory and side extension. GRANTED
W/C 17 AUG	40 Ridgeway Oak; rear garden (council tree) - Reduce the overhang of the clients garden including the small section over the r/h corner by 1.5-2m to suitable growth points and maintain a natural flowing shape including some of the upper crown but not the top. GRANTED
	47 Mill Road T1 - Oak; rear garden, remove epicormic growth on the stem. G1 - Conifer hedges; around parking area in the rear l/h corner, trim the end of the l/h boundary hedge overhanging the parking area hard and then trim the end of the rear boundary hedge overhanging the parking area lightly. GRANTED
W/C 24 AUG	78 Mill Road Front porch extension. GRANTED
	Phase 2D Churchlands Land North And East Of Lisvane Discharge of Conditions 2 (Planting Aftercare), 3 (Highway Engineering Details), 5 (External Measures- Walls and Roof) and 6 (Lighting) of outline permission 14/02891/MJR in respect of area covered by reserved matters application 19/03247/MJR (Phase 2D, Churchlands).

W/C 31 AUG
W/C 7 SEPT

FULL DISCHARGE

None

33 Blossom Drive

Proposed single storey rear extension and conversion of integral garage

REFUSED

1 Portland Place

Retention of Veranda and Balcony as Built, and Installation of a Privacy Screen to the North-East Side of the Balcony

GRANTED

Members confirmed their continued objection to the Pentwyn Farm application and amendments

Min.No. 136/26: Reports

a) Friends of Coed-y-Felin

Cllr Jones expressed concern about the incidents of water pollution into the watercourse. This appears to come from misconnected pipes to nearby houses. The problem has been reported to Welsh Water and Natural Resources Wales (NRW) but with little success. However, he was very pleased that Dafydd Trystan Davies MS agreed, during his meeting with LCC, to take up with matter with Welsh Water and NRW

b) Friends of Cefn Onn

No recent updates

Min. No. 137/26: Welsh Government Consultations/Other Consultations

None

Min. No. 138/26: Correspondence

a) Standards and Ethics Committee Annual Report 2025-26

The Clerk shared the Report with Members and the Report was noted

b) Approval of updated version of model Standing Orders

OVW has asked Councils to adopt an updated version of the model Standing Orders. The only significant change is that Sect. 18 (Financial Controls and Procurement) now refers to WG requirements instead of Public Contracts Regulations 2015. The request was **APPROVED**

Min. No. 139/26: Finance

a) S137 requests

None

b) Approval of annual insurance renewal

The current insurer for LCC is Zurich who provided a renewal quote of £1,829.44, this being around 6.8% higher than last year. The Clerk obtained a further quote from Hiscox (via Gallagher brokers) of £3,780.53. Gallagher had previously advised that they could not compete with Zurich. On that basis it was **AGREED** to renew the insurance with Zurich

c) Approval of Annual Pay Scales 2026-27

The National Joint Council for Local Government has announced the 2026-27 annual pay award and the new pay scales were shared with members. The new pay scales were **AGREED** for LCC staff and backdated to 1 April 2026

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
401232	H W Davies – August pay	1,181.39
401233	C M Davies – August pay	848.55
401234	Cardiff Council - employee/employer pension contributions	529.71
401235	Brookview Garden Maintenance Ltd - Clearance of weeds/brambles at War Memorial	72.00
401236	Information Commissioner's Office - annual fee	52.00
401237	V Hanson reimbursement for website hosting fee paid to Cloud Next Ltd	59.98
401238	H W Davies reimbursement for purchase of stamps	21.52
401239	H W Davies – September pay	1,429.05
401240	C M Davies – September pay	999.37
401241	Cardiff Council - employee/employer pension contributions	634.68
401242	Zurich Municipal - annual insurance	1,829.44
401243	Brookview Garden Maintenance Ltd - Clearance of weeds/brambles at Alex Gardens	96.00
401244	Eyelid Productions Ltd - annual website support fee	100.00

Min. 140/26: Date of Next Meeting

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