

**MINUTES OF THE LISVANE COMMUNITY COUNCIL AGM MEETING HELD ON
11 MAY 2026 AT LISVANE OLD SCHOOL COMMUNITY CENTRE**

PRESENT:

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

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

Cllr Bolton in the Chair until election of Cllr Jones

Min. No. 70/26: Public Representation

None

Min. No. 71/26: Declaration of Interests

None

Min. No. 72/26: Apologies for Absence

Cllr S Finch

Min. No. 73/26: Election of Chairman of the Council for 2026-27

It was **AGREED** nem.con that Cllr Jones should be appointed as Chairman

Min. No. 74/26: Election of Vice Chairman of the Council for 2026-27

It was **AGREED** nem.con that Cllr Williams should be appointed as Vice Chair

Min. No. 75/26: Signing of Declarations of Acceptance of Office by Chairman and Vice Chair

Cllr Jones signed the Declaration of Acceptance of Office as Chairman and Cllr Williams signed the Declaration of Acceptance of Office as Vice Chair

Min. No. 76/26: To confirm the appointments on the following bodies:

- a. One Voice Wales – Cllr Banfield
- b. Llysfaen Primary School Governing Body – Cllr Williams
- c. Lisvane Old School Community Centre – Cllrs Banfield, Best and Bolton
- d. Environmental Working Party – Cllrs McNeil-Watson and Rees (Cllr Jones attends as a representative of the Friends of Coed Y Felin)
- e. Staff Working Party – Cllrs Best, Bolton, Jones and McNeil-Watson
- f. Policy Committee – Cllrs Best, Bolton and Hanson
- g. PACT Representative – Cllr Hanson
- h. Lisvane Village Plan Working Party – Cllrs Best, Diamond, Finch, Hanson and McNeil-Watson

Min. No. 77/26: Minutes of the Previous Meeting, held on 13 April 2026

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

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Min. No. 78/26: Matters Arising

All matters arising were picked up under agenda items

Min. No. 79/26: Lisvane Old School Community Centre

a) LOSCC Report

Cllr Best (Chairman of the Trustees) reported that

- Café 1913 remained open during the last film night which created a lot of noise. The LOSCC management raised the matter with Café 1913 at their last meeting
- A special film night one course menu has been shared with film night attendees
- Trustees will be discussing the existing Lease arrangements as there are issues (including additional costs) that the Trustees are currently looking at

The Admin Officer reported that:

- Next community film night is 15 May 2026
- There is no film night in June (to avoid the Lisvane Festival and Bookfest)

b) Maintenance issues

- Following the last Fire Risk Assessment, the electrician has fitted fire resistance boarding in the meter cupboard
- A new sensor has been fitted to the front automated doors
- There appears to be an issue with the boiler which the plumber has been asked to look at

Min. No 80/26: Policy documents review

a) Report of Policy Committee

The Policy Committee presented their Report of 16 April 2026 and all of the suggested Policy amendments were **APPROVED**

b) Risk Management Register

The Risk Register was reviewed. It was **AGREED** that the existing “likelihood” and “impact” assessments should continue as they are

c) Training Plan

The Admin Officer presented the updated Training Plan 2026-27 and this was **APPROVED**

Min. No. 81/26: Village Plan

Cllr McNeil-Watson confirmed that the VP team met with the Cardiff Council Landscape Architect at the Heol Y Delyn playing field. The Architect has agreed to draw up a Masterplan which will include the suggested benches, calisthenics equipment, perimeter path and clearance of undergrowth. The S106 monies total £110k.

Cllr McNeil-Watson added that the Welsh Group is meeting weekly and is attended by 6-10 people

Cllr Best reported that the Walking Football numbers had dropped but that a Lisvane Link article is planned in order to attract new members

Min. No. 82/26: Police Matters

April 2026 crime details are awaited

Min. No. 83/26: Highways/footpaths

Members expressed disappointment about the way in which Open Reach (BT) appear to close St Mellons Road often at very short notice. Latest update on the “bus gate” is that the western end of St Mellons Road will close at the beginning of 2028.

Min. No. 84/26: Parks

a) Heol y Delyn playing field

No issues.

b) Alexander Gardens

The Clerk has requested an update from Cardiff Council relating to the possibility of a Community Asset Transfer of Alexander Gardens

c) Field at rear of St Denys Church

The Admin Clerk has alerted County Cllr Lancaster to the apparent removal of waste bins by Cardiff Council and also the frequent overflowing of those bins remaining.

Min. No. 85/26: Planning

a) Weekly Planning Schedule

W/C 6 APR	None
W/C 13 APR	None
W/C 20 APR	Tyn Y Graig, Graig Road Construction of a single-storey orangery/ conservatory, constructed above the footprint of the existing semi-basement garage.
W/C 27 APR	None
W/C 4 MAY	None

b) Planning Decisions

W/C 6 APR	None
W/C 13 APR	7 Clos Melin Ddwr T1 Alder situated in rear garden, section fell as close as possible to ground level. (This is a small suppressed tree which does not appear to have a TPO but because its the same species and very close proximity to a protected tree I have included it on the application). T2 Neighbours Alder This tree is the right species and location to be covered by TPO) crown lift to approximately 5 metres above ground level by removing the first 5 to 6 branches that overhang rear garden space of number 7. GRANTED
W/C 20 APR	1 Tyn Y Berllan Rear conservatory extension. GRANTED
W/C 27 APR	None
W/C 4 MAY	None

Min.No. 86/26: Reports

a) Friends of Coed-y-Felin

Cllr Jones reported that there is a pollution issue near the upper bridge (known as the sleeper bridge). It appears to be seeping out of the ground and there is an overpowering smell of sewage. Welsh Water has confirmed that there is a problem with their pumping station – causing it to run continuously. The Friends Group has been advised to remain vigilant because the contamination may continue for some time. It is intended to report the matter on Facebook and in the Lisvane Link

b) Friends of Cefn Onn

The Notes of the February 2026 Friends meeting have been shared with Members

Min. No. 87/26: Welsh Government Consultations/Other Consultations

Members were advised that Cardiff Council has launched an “Active Travel” Consultation. It is suggested that Members complete the survey individually but refer any major concerns to the next LCC meeting with a view to LCC submitting a more formal response

Min. No. 88/26: Correspondence

None

Min. No. 89/26: 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
401219	H W Davies - pay	1,181.39
401220	C M Davies - pay	848.35
401221	Cardiff Council - employee/employer pension contributions	529.71
401222	Michael Fisher (2025-26 Internal Audit Fee)	350.00

Min. 90/26: Date of Next Meeting

The next meeting of the Community Council will be held on 8 June 2026 commencing at 7.30pm at Lisvane Old School Community Centre.