
TONGWYNLAIS COMMUNITY COUNCIL



Minutes of the meeting held at The
Tanyard, Tongwynlais on Nov 28th 2016.
Meeting commenced at 7:00pm.

- 1.00 ATTENDANCE:** **Community Councillors:** Chairman Brian Griffiths, Graham Walters, Peeter Tiidt, Mike Jones-Pritchard, Ceri Morgan, Mike Griffiths, Julie Jones, Chris Morgan
- Clerk:** Nadine Dunseath
- County Councillors:** None
- Members of the public:** Two
- Police Representative:** None

2.00 APOLOGIES:

Community Councillors - Linda Morgan
Cardiff County Councillors - Davis, Evans, Groves and Thomas
South Wales Police

3.00 DECLARATION AND REGISTRATION OF INTERESTS:

3.01 None

4.00 CONSIDERATION AND APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING.

4.01 Amendment to minute 6.16 The branches blocking the path between Ironbridge Road and Llwyn Mallt were low hanging and not fallen.
Amendment to minute 8.03 The cost of an election will be included in the Council budgeting (not added to as stated).

5.00 POLICE MATTERS:

5.01 No police officer attended the meeting.
The abandoned vehicle on Merthyr Road has been removed.
Councillor Mike Jones-Pritchard thanked the police on behalf of Tongwynlais Village Hall Committee for their assistance during the Christmas Fayre.

6.00 MATTERS ARISING FROM THE MINUTES AND ANY REMAINING BUSINESS FROM PREVIOUS MEETING.

- 6.01 Item 6.01: Acquisition of Land at Tongwynlais Gardens.
Clerk has returned the licence documents to Cardiff Council and informed them to no longer charge quarterly rent for the land on which the Community Council own an allotment shed.
Tongwynlais Community Council to discuss the lease agreement with Aion Baptist Church with the possibility of providing a fire escape exit for the church on this land.
- 6.02 Item 6.05: Floodlighting installed the village Christmas lights on Sunday 13th November. There have been a number of complaints from residents that this work commenced at 6.30am. Residents have requested that in future years a notice is put up in the village to inform them when to expect the lighting to be installed.
Tongwynlais Community Council apologises to residents for any disruption caused, and had agreed with Floodlighting that the lights would not be installed until w/c 14th November.
Floodlighting moved the wires and tension cable for the Christmas lights from the old lamppost outside St. Michaels Church to the new lamppost. However a number of cable ties and cut ends were left on the pavement and road. Floodlighting have apologised for the oversight in failing to tidy these away. Some lights haven't been working due to faulty timers and these have been repaired by Floodlighting.
- 6.03 Item 6.06: Cardiff Council have approved the bilingual village signs, but have also provided a design in an alternative aluminium plate composite structure, which has no metal content value. Clerk to provide Cardiff Council with maps showing the exact location for these signs, which are to be placed on the grass verge at either end of Merthyr Road. Clerk to request a detailed quote from Cardiff Council for them to make and install the signs.
- 6.04 Item 6.08: Re: Leon Whittle Bench at Catherine Drive. Chairman Brian Griffiths is still seeking clarification on how the other donations that were received were used, but hasn't as yet received any reply.
- 6.05 Item 6.09 Correspondence has been received regarding the annual audit by BDO, which is now complete and passed. The Annual Return has been approved and accepted by the Community Council. Clerk has displayed the completion notice in the Community Council folder in the Tanyard. Clerk to write to BDO informing them this notice has been displayed and to determine the date of next year's audit.
- 6.06 Item 6.10 The Production Manager at Hope Construction requested a further amendment to the minutes from the meeting held on September 19th between the Community Council and Hope Construction, to stress that vehicles leaving the site on a Monday only, do so at 5am as they are away for the whole week and are required at London/Birmingham for shift commencement at 7.30am. These vehicles have been instructed to turn right at the Lewis Arms, so as to avoid the speed bumps through the village.
An agreement has been put in place that any resident concerns regarding cement lorries should be directed to the Community Council in the first instance, who will then contact Hope Construction on residents' behalf.
- 6.07 Item 6.12 Clerk provided details to the charity Climb on the cost of placing a bench in the village. Climb have responded saying they are awaiting further instructions from the family.
- 6.08 Item 6.13 The pavement on Mill Road was repaired.

- 6.09 Item 6.14 The mini skip that was paid for by the Community Council has been used by the Primary School gardening club and has since been collected.
- 6.10 Item 6.15 The TON group have enquired whether they can clean and paint the allotment shed as a community project. Chairman Brian Griffiths expressed concern that children should not be involved in the project due to health and safety reasons. The Community Council has agreed the inside of the shed should be painted white and the outside should be painted green. The Community Council will provide the skip. Chairman Brian Griffiths to contact Amelia from the TON group.
- 6.11 Item 6.17 Clerk has received a response from Cardiff Council regarding the ownership of the green land on Ironbridge road, who state that it is not owned by Cardiff Council. Clerk has contacted Land Registry regarding the ownership, but is yet to receive a response.
- 6.12 Item 7.02 A number of donations have been received from local businesses towards the cost of the village Christmas lights.
- 6.13 Item 7.04 The Pins and Needles sewing group have requested if it is possible to store materials in plastic containers to be placed within the kitchen area that used to house the cooker, whilst they acquire a cupboard. The Community Council has agreed that temporarily using plastic boxes would be fine, but stated that any items left are done so at the owners risk and the Community Council will not be liable for any loss or damage to property.

Clerk has checked with the insurance company regarding any limitations on the number of keyholders for the Tanyard. The insurance company have stated there is no limitation, but keys must only be given to individuals who are known to the Community Council who will be trustworthy and look after the building. The Community Council are to adopt a common sense approach and ensure the building is not left unlocked and unattended. The Tanyard must be locked overnight. Clerk to organise extra keys to be cut and given to the Pins and Needles group, as well as the Aion Church Youth group.

- 6.14 Item 10.01 Cllr Mike Jones-Pritchard contacted the school asking if there is any equipment they require that the Community Council could provide for them by means of thanks for all the hard work from the gardening club in providing the hanging baskets. The school has requested a donation towards a climbing frame foundation. The Community Council noted that this would not directly benefit the gardening club and suggested a donation could be used to purchase gardening equipment instead. Cllr Mike Jones-Pritchard to contact the school to ask if this donation would be useful.
- 6.15 Item 10.03 Cllr Peeter Tiidtt arranged for a local tree surgeon to remove a tree whose root has caused a lump to appear on the pavement at the top of Castle Road near to the allotments.
- 6.16 Item 10.05 Cardiff Council have cut the hedges between Cwm Gwynlais and the recreational area.
- 6.17 Item 10.06 Clerk contacted Cardiff Council several times requesting a road sweeper for the village to remove the fallen leaves which are causing a hazard to motorists, cyclists and pedestrians. Cardiff Council apologised for the delay and stated a sweeper would be sent asap.

- 6.18 Item 10.08 Cllr Mike Jones-Pritchard moved the branches on the path between Ironbridge Road and the children's playground which were causing a hazard to pedestrians. They have been placed on the grass area of the playground. Clerk to contact Cardiff Council to have them removed.
- 6.19 Item 10.09 Cllr Mike Jones-Pritchard contacted the Primary School regarding the lorry tyres on the school field. The School is aware of these as they are used for sports day.

7.00 CORRESPONDENCE, COMMUNICATIONS, PLANNING APPLICATIONS & REPORTS OF MEETINGS:-

- 7.01 On December 8th Planning Aid Wales will be holding a planning training session at the Tanyard for Councillors and Clerks.
- 7.02 Clerk requested a garden planter from Cardiff Council to be placed on the green opposite the school. This is for the Rotary club to plant crocuses in partnership with RHS. Cardiff Council did not respond to the request and the Rotary Club has since given the crocus bulbs to Councillor Mike Griffiths.
- 7.03 A letter was received stating the estimated cost of holding an election. The letter also contained instructions for Councillors to complete a declaration of acceptance of office form after they are elected. Clerk has completed and returned a form requesting a copy of the electoral register for Tongwynlais.
- 7.04 Clerk circulated section 13 of the Independent Remuneration Panel draft Annual report to Councillors, which relates to payments to members of Community Councils and requested any comments for the draft report.
- 7.05 Clerk has contacted a builder regarding a leak in the Tanyard ceiling above the front door.

8.00 FINANCIAL REPORT AND SIGNING OF CHEQUES

Expenditure

Wages & Expenses	1530/2/3	-834.30
Kevin Davies Ball Hanging Baskets	1531	-100.00
British Gas	d/d	-22.56
Tree Felling		-200.00
Village Hall Roof Donation (Hope Cement)		-800.00
Floodlighting xmas lights		-9156.35

- 8.01 The clerk reported they had received the following since the last meeting: British Gas, Tree felling and Floodlighting xmas lights. Money had been transferred to the Village Hall committee as requested by the donor.
- 8.02 Cheques to be written by the Clerk: Wages & Expenses: Tyfrion Edwards, Nadine Dunseath, James Proctor.

8.03 Clerk prepared a cashflow forecast for 2017/2018. The Community Council discussed the expected expenses for the next year and agreed the precept amount requested from Cardiff City Council should remain the same as last year.

9.00 NOTICES OF MOTION

9.01 None

10.00 QUESTION TIME

10.01 The burglar alarm in the Tanyard has been sounding. Clerk to contact Celtic Alarms to investigate the cause. The Community Council apologises to local residents for any disturbance caused by the alarm.

10.02 It has been noted by a local resident that Cardiff Council are regularly sending a road sweeper at 5am to clean Merthyr Road from Ironbridge Road to the Holiday Inn. Clerk to contact Cardiff Council and request they come and clean the whole of Merthyr Road later in the day when there are less parked cars causing an obstruction to the cleaning.

10.03 The next meeting for One Voice Wales will be held on 6th January 2017.

11.00 ANY OTHER URGENT BUSINESS BY PERMISSION OF THE CHAIR

11.01 None

12.00 DATE OF NEXT MEETING

12.01 The date of the next meeting will be Monday 30th January 2017 at 19.00 hours.

The meeting closed at 19.45 hours.