
TONGWYNLAIS COMMUNITY COUNCIL

Minutes of the meeting held at The
Tanyard, Tongwynlais on Sept 26th 2016.
Meeting commenced at 7:00pm.



1.00 ATTENDANCE: **Community Councillors:** Chairman Brian Griffiths, Julie Jones, Graham Walters, Chris Morgan, Mike Griffiths, Peeter Tiidt, Linda Morgan, Mike Jones-Pritchard, Ceri Morgan

Clerk: Nadine Dunseath

County Councillors: None

Members of the public: Three

Police Representative: None

2.00 APOLOGIES:

Cardiff County Councillors

3.00 DECLARATION AND REGISTRATION OF INTERESTS:

3.01 None

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

4.01 The minutes of the previous meeting held on July 25th 2016 were agreed.

5.00 POLICE MATTERS:

5.01 No police officer attended the meeting.

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.

The Community Council has received a response from Cardiff Council with a 3 year lease for land rental. Although Cardiff Council have agreed to renew this licence every 3 years this arrangement has not been included in the licence wording. Cllr Brian Griffiths to check the existing licence agreement for the lifelong rental agreement on the allotment shed, as concern was raised this agreement may be lost with a new licence covering the land.

Clerk to contact Cardiff Council to express the Community Council concerns and request a meeting to discuss the licence.

- 6.02 Item 6.02: The gate to the children's play area that had previously been locked is now open for public use.
- 6.03 Item 6.03: 9 of the 12 Commemorative coins have been sold by Cllr Graham Walters at cost price. When all 12 coins are sold the proceeds will be returned to the Community Council funds.
- 6.04 Item 6.04: Cllr Graham Walters apologised that he did not manage to get brackets up in time to display the 5 extra hanging baskets. Brackets are still needed on Merthyr Road at numbers 61, 63 and 67.
Kevin Davies-Ball is to take the hanging baskets down within the next few weeks. Cllr Graham Walters, Cllr Chris Morgan and Cllr Peeter Tiddt are to take down the flags from the summer fayre on Sunday Morning. The flags are badly faded and will be binned, so new flags will be needed for next year.
- 6.05 Item 6.06: There has been no further information about the sale of the property on Merthyr Road where the Post Office is situated.
- 6.06 Item 7.01: The Community Council has received correspondence regarding the large yellow sign at The Bike Shed premises. This sign is bolted to the ground and the owners are unable to move the sign closer to their premises.
- 6.07 Item 6.07: The Community Council is still awaiting a price from Darren at Floodlighting for a price for the village Christmas lights.
Clerk to contact Floodlighting as the Community Council would like the Christmas lights up the first week in November, so they can be tested prior to an event on November 24th.
Clerk has contacted Cardiff Council regarding the lampposts outside St. Michaels Church and asked if they can move the wires for the Christmas lights from the old lamppost to the new one, prior to the old lamppost being removed.
Clerk to contact Cardiff Council to arrange for the tension cable on the old lamppost outside St. Michaels Church to also be moved to the new lamppost.
- 6.08 Item 7.02: Clerk has been in contact with Cadw regarding them placing an advert on the new village boundary signs. They have decided not to place any advert as they are currently rebranding.
Clerk to contact sign designers to amend the wording to a bilingual welcome to the village.
The Community Council will consider the cost of a third boundary sign for the village on Forest road.
- 6.09 Item 7.04 Amended code of conduct.
Clerk has placed an advertisement on the village website stating that the Community Council complies with the amended code of conduct.
Clerk has written to the ombudsman to inform them and received acknowledgement.
- 6.10 Item 10.01: Hedges were cut back on Merthyr Road from the top bus stop to the Holiday Inn and also cut on Ironbridge Road.
Clerk to contact Cardiff Council as the hedges are still overgrown on Merthyr Road from the Primary School to the top bus stop and cyclists are unable to use the designated cycle lane alongside the road narrowing.

- 6.11 Item 10.02: The streetlights were repaired in the subway running underneath the A470 from the end of Market Street. However 2 more lights have since stopped working. Clerk has informed Cardiff Council.
- 6.12 Item 10.03: Drains are still blocked outside the Mews property on Merthyr Road, although Cardiff Council Highways Department did carry out an inspection. Clerk to contact Cardiff Council.
- 6.13 Item 10.08: Leon Whittle Bench has been installed at Catherine Drive and a proof of expenditure for the bench and paintwork has been supplied to the Community Council. The Community Council were under the impression that they were contributing towards the cost of the bench and that donations had been received by other parties. The receipts provided appear to show that the full cost has been met by the Community Council.
Clerk to request clarification on how the other donations will be used.
- 6.14 Item 11.01: Cllr Ceri Morgan enquired as to who cut down the trees by the allotments that were touching overhead wires and it was confirmed that Cllr Peeter Tiiddt carried out this work.
- 6.15 Item 11.02: The Community Council is now employing someone to litter pick on a Saturday and Sunday morning in Merthyr Road.
Cllr Graham Walters raised concern that Cardiff Council provides litter pickers for Whitchurch, but the same service has not been provided for several months in Tongwynlais.
The Community Council would like a refuse bin on the corner of the road outside the Spar, which would help reduce the problem. The pavement will be measured to ensure any bin would pose no risk to either wheelchairs or pushchairs.
The pavement on Merthyr Road outside the Spar has recently been resurfaced.

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

- 7.01 Correspondence has been received regarding the annual audit by BDO. A transfer of money between accounts was incorrectly recorded and required amending. The annual internal audit report was amended and signed by the Chair and Clerk to resubmit to BDO.
Audit investigations showed that in future the approval of the annual budget must be minuted; an engagement letter with the auditor must outline their role and responsibilities and a Section 137 was used in place of a Section 19 for a donation to the village hall roof fund.
- 7.02 A planning application has been received for an extension to the dwelling at 20 Grants Close. The Community Council has no objection.
- 7.03 A planning application has been received for an extension to the dwelling at 26 Mill Road. The Community Council has no objection.
- 7.04 A planning application has been received for a link extension at Ivy House Farm. The Community Council has no objection.
- 7.05 A meeting was held on September 19th between the Community Council and Hope Construction. The minutes from this meeting were circulated together with photo documents provided by Hope Construction showing the signage information at their

site. Cllr Mike Jones-Pritchard requested an amendment to the minutes to include his request for the lorries owned by Hope to be numbered to help residents identify them.

- 7.06 A one year fixed price energy contract has been supplied by British Gas for gas supply to the Tanyard. Clerk to run a comparison check with others companies to see if a better deal is available.
- 7.07 An enquiry has been received for a memorial bench to be placed within the village to support a family coping with a rare metabolic disease. Clerk to reply and request further information.
- 7.08 A letter has been received from Action for Children requesting a donation to support disabled children and their families. Clerk to reply as unfortunately the Community Council is currently not able to support this charity with a donation.
- 7.09 Cardiff Council has granted permission to remove the old library doors which are no longer being used at the Tanyard. Chairman Brian Griffiths has removed these doors from the premises.
Clerk met with the librarian and designed a new poster to advertise the Tanyard library. It was suggested that school groups could make use of the Tanyard library to help increase numbers. Cllr Mike Jones-Pritchard to contact the school to ask if they would be interested.
The librarian has requested that the windowsill and windows be regularly cleaned, as these areas are used to advertise village activities and display posters.
- 7.10 It was noted that a deep hole had appeared in the pavement on Mill Road causing a hazard for pedestrians. Clerk informed Cardiff Council and the pavement was repaired.
- 7.11 Clerk has contacted the Electoral Register enquiring if the Community Council can receive a copy of the electoral register for Tongwynlais.
- 7.12 Clerk met with a local artist who was enquiring about using the Tanyard for a regular arts and crafts class as an after school club or for adults. The class is intended to demonstrate use of paints, clay and mosaic crafts.

8.00 FINANCIAL REPORT AND SIGNING OF CHEQUES

Expenditure

Wages & Expenses	1510/13/14/15/16/19/21/22	-2029.49
Brian Griffiths Flowers	1512	-35.00
Cardiff Council Rent	1517	-0.08
British Gas Business	d/d	-26.50
British Gas Business	d/d	-22.24
British Gas Business	d/d	-24.69
Tanyard Microwave	1518	-44.99
Brian Griffiths litter pickers	1520	-18.18

- 8.01 The clerk reported they had received the following since the last meeting:
Cardiff Council land at Merthyr Road rental, British Gas bills for 3 months
- 8.02 Cheques to be written by the Clerk: Wages & Expenses: Tyfrion Edwards, Rhys Davies, Rebecca Crandon, Nadine Dunseath, James Proctor, Land rental at Merthyr Road

9.00 NOTICES OF MOTION

- 9.01 None

10.00 QUESTION TIME

- 10.01 The TON group will be holding their AGM and coffee evening on Monday 3rd October in the Tanyard. It was agreed by the Community Council that the TON group should not be charged for rental of the Tanyard due to the contribution they make to the village. Keep Wales Tidy has featured a programme about local community groups. The Community Council feels that the TON group should also receive acknowledgement, as they regularly carry out organised community group litter picking events and cut brambles back from the side of public steps and pathways.
- 10.02 A mini skip is required by the Primary School gardening club.
Clerk to confirm permission from Mrs Baker at the school and to arrange delivery.
- 10.03 The TON group have enquired whether they can clean and paint the allotment shed as a community project.
- 10.04 Cllr Ceri Morgan reported that fallen branches were blocking the path between Ironbridge road and Llwyn Mallt. Clerk to contact Cardiff Council.
- 10.05 The size of the trees on the green at Ironbridge Road are making the houses very dark. Clerk to contact Cardiff Council to enquire if the trees could be trimmed.
- 10.06 It was reported by a member of the public that Cardiff Council refuse lorries are travelling the wrong way on the one way section of Market Street. Clerk to contact Cardiff Council.
- 10.07 It was reported by a member of the public that the sign on Cae Lewis is incorrect, as it reads "Pantgwynlais leading to Cae Lewis" and should read "Cae Lewis leading to Pantgwynlais". Clerk to contact Cardiff Council as this is causing confusion with the emergency services.

11.00 ANY OTHER URGENT BUSINESS BY PERMISSION OF THE CHAIR

- 11.01 It was recommended by the Chair that the Clerk should now be paid £10 per hour.

12.00 DATE OF NEXT MEETING

- 12.01 The date of the next meeting will be Monday 31st October 2016 at 19.00 hours.

The meeting closed at 20.15 hours.