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# TONGWYNLAIS COMMUNITY COUNCIL

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**Minutes of the meeting held at The  
Tanyard, Tongwynlais on July 31st 2017.  
Meeting commenced at 7:30pm.**



- 1.00 ATTENDANCE:**           **Community Councillors:** Chairman Brian Griffiths, Graham Walters, Mike Griffiths, Chris Morgan, Ceri Lane, Mike Jones-Pritchard, Caryn Hill  
**Clerk:** Nadine Dunseath  
**County Councillors:** Mike Jones-Pritchard  
**Members of the public:** Three  
**Police Representative:** None
- 2.00 APOLOGIES:**  
Community Councillors – Linda Morgan, Peeter Tiidt  
Cardiff County Councillors – Morgan, Davies and Phillips  
South Wales Police
- 3.00 DECLARATION AND REGISTRATION OF INTERESTS:**  
Cllr Mike Jones-Pritchard declared an interest in the proposed car park at the Plymouth Brethren Church as he has drawn the plans.
- 4.00 CONSIDERATION AND APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING.**
- 4.01 The previous minutes were approved.
- 5.00 POLICE MATTERS:**
- 5.01 SW Police were unable to attend the meeting, but did report crime figures for the month as the following: -  
6 x Anti-social behaviour, 2 x Damage, 3 x Thefts – 2 from Holiday Inn, 0 x Burglaries.  
From 1<sup>st</sup> August, there will be 4 PCSO's covering Whitchurch & Tongwynlais. They are PCSO Lauren Davies, PCSO Jay Toor, PCSO Esther Lewis and PCSO Charlotte Gutteridge. The Neighbourhood Beat Manager will be PC Liz Coleman.  
PCSO Richard Davies advised that Council Enforcement Officers may be able to attend the village to address parking offences. Cllr Mike Jones-Pritchard to contact Cardiff Council.  
Clerk to request that a representative from SW Police attends the next Council meeting.

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

- 6.01 Item 6.01 Clerk sent the audit documents to BDO auditors for the annual audit on July 3<sup>rd</sup>.
- 6.02 Item 7.01: Chairman Brian Griffiths is still awaiting a response from Floodlighting to clarify the invoice for additional costs for the Christmas lights. Chairman Brian Griffiths to contact Floodlighting again.
- 6.03 Item 7.02: Regarding "Welcome to Tongwynlais" road signs. Cardiff City Council are processing a new design for the road signs, which should be installed in two weeks.
- 6.04 Item 7.03 The allotment shed at the gardens on Merthyr Road has been cleared out and a second skip has been filled. Cllr Graham Walters to arrange for the skip to be removed.  
A freezer has been left by a member of the public at the skip. Clerk has contacted Cardiff Council and asked them to remove it.
- 6.05 Item 7.06 Welsh Hearts presented the Community Council with the defibrillator and provided a training session. Unfortunately, the wrong defibrillator was delivered, which Welsh Hearts have agreed to change. Clerk to contact again. Clerk has displayed posters around the village notifying residents where to find the defibrillator at Decoheat on Merthyr Road.
- 6.06 Item 7.09 Proposed railings at Greendale Place. Cardiff Council Housing have advised that hedging is against Council specifications. The Operational Manager for landlord services requests that railings are installed. All the residents in the bungalows would like railings.  
Tongwynlais Community Council have requested that a pavement could be installed alongside the grass verge. This would allow motorists to park alongside the grass verge and to open their car doors and exit away from the roadside. It would also allow pedestrians to walk safely in that area. Cardiff Council are currently assessing whether the pavement can be extended.
- 6.07 Item 7.10 Clerk has not yet received a response from Cardiff City Council Licensing Department regarding the dwelling on Queen Street that is a property of multiple occupancy. Clerk to contact again.
- 6.08 Item 7.11 Cardiff Council repaired the 4 lights in the subway that runs underneath the A470 from the end of Market Street.
- 6.09 Item 7.12 Clerk has received certificates for the fixed electrical and PAT testing for the Tanyard and supplied copies to Cardiff Central Library for their records.

- 6.10 Item 7.13 Clerk spoke to Lloyds bank who confirmed it would be possible to set up online banking even though 2 signatories are required, as the Council could nominate a signatory for online transactions. Clerk to speak to Lloyds Business Banking to arrange if necessary, but will continue with cheque payments for the time being.
- 6.11 Item 10.04 Cllr Caryn Hill attended the Code of Conduct training at Pentyrch village hall.
- 6.12 Item 10.05 The footpath alongside the Taff Trail from the bottom of Ironbridge Road has become overgrown. Clerk has reported this to Cardiff Council.
- 6.13 Item 10.06 Clerk has received a response from Cardiff Council Electoral Office stating that the Community Council followed the procedure and complied with legislation for advertising the Community Council election. At the recent One Voice Wales AGM the advertising procedure was addressed, as many Community Council's had a similar problem with local residents not being aware of the election or how to nominate themselves.
- 6.14 Item 10.07 Cllr Ceri Lane attended the One Voice Wales AGM on July 10<sup>th</sup> and presented a community mapping toolkit to the Community Council.
- 6.15 Item 13.03 The Community Council discussed the possibility of holding the PACT meetings on a quarterly basis on a Monday evening before the Community Council meeting. Concern was raised that the Council meetings are to begin at a specific time and the PACT meeting may overrun.
- 6.16 Item 13.05 Cardiff Council are yet to remove lamppost 30 from outside St. Michael's church.
- 6.17 Item 13.09 Clerk to contact Cardiff Council again regarding the hedges on Merthyr Road from the school to the Holiday Inn, which have become overgrown and are causing a hazard to cyclists.
- 6.18 Item 13.10 Chairman Brian Griffiths has purchased the mulberry bushes for the Primary School gardening club.

## **10.00 CORRESPONDENCE, COMMUNICATIONS, PLANNING APPLICATIONS & REPORTS OF MEETINGS:-**

- 10.01 Members of the Plymouth Brethren Church attended the meeting to discuss a proposal to create an overspill car park for approximately 12 cars, which would avoid parking on nearby streets. The car park would be used on a Friday evening and occasionally on a Sunday afternoon by the congregation. As the car park would be on Community Council land, the Brethren Church proposed renting the land and requested that gates are installed at each end of the land, so residents would still have right of way.

The area would require levelling, but relatively few trees would need removing none of which are mature trees. Reinforced grass would provide the base of the car park.

Plymouth Brethren Church to arrange a tree survey of the land and produce full plans.

- 10.02 Cllr Mike Jones-Pritchard circulated a document regarding the proposed Federation of Tongwynlais and Coryton Primary schools. There is a drop-in session at the Holiday Inn on Monday 11<sup>th</sup> September between 6-8pm to address any questions and a formal event at the school on Wednesday 20<sup>th</sup> September 6-7.30pm. Cllr Jones-Pritchard has been appointed as Local Authority Governor for the School, so a new Community Councillor Governor needs to be appointed.
- 10.03 A complaint has been received regarding the new footgolf signs at Castell Coch golf course. Clerk contacted Cardiff Council Planning Department who confirmed that no planning permission had been approved for the signs and the information had been passed to the enforcement department.
- 10.04 A complaint has been received that the lamppost bins were not being emptied frequently enough and were often full. Clerk contacted Cardiff Council.
- 10.05 It has been reported that the drains in Wyndham Street and on Mill Road at the bottom of Wellington Street have become blocked. Clerk has reported this to Cardiff Council.
- 10.06 The Community Council has been notified that the Stagecoach buses may have plans to stop the service through the village. Clerk has contacted Stagecoach for them to confirm their plans and is awaiting a response.
- 10.07 Dates for a Code of Conduct workshop were supplied by the Monitoring Officer at Cardiff Council. Most of the Community Councillors were unable to attend on the dates provided. Clerk is awaiting further information from the Monitoring Officer for future dates and to request if they could attend the Council to provide training.
- 10.08 Clerk circulated information regarding a vacancy for a Community Council member of the Cardiff Council Standards and Ethics Committee. Nominations are by expression of interest by Sept 29<sup>th</sup>.
- 10.09 One Voice Wales AGM will be held on 30<sup>th</sup> September at the Royal Welsh Showground. The next area committee meeting is to be held on 23<sup>rd</sup> October at Cowbridge.
- 10.10 Cardiff University will begin the Welsh Course for Adults on 12<sup>th</sup> September, which will run until May 2018.
- 10.11 A local businesswoman has booked the Tanyard once a quarter to provide counselling session for victims in the workplace.

- 10.12 Clerk has been contacted from a potential buyer for the post office premises on Merthyr Road. The buyer had plans to convert the property into a 4-bedroom dwelling, with possibility of moving the post office next door into the old fruit and veg shop. Whilst the Community Council has no objection to the property being converted into a residential home, they would object if the village lost the post office facility. Clerk to contact the potential buyer and suggest they contact the post office to seek an agreement.
- 10.13 Planning Application 17/01725/DCH– 2 storey extension and alteration works, 8 Castell Coch View, Tongwynlais.  
The Community Council has no objection.
- 10.14 Planning Application 17/01729/DCH– First floor extension to 4 Wellington Street, Tongwynlais.  
The Community Council has no objection.

## **11.00 FINANCIAL REPORT AND SIGNING OF CHEQUES**

### **Expenditure**

British Gas Business	d/d	-22.15
Wages & Expenses June	1575	-1109.23
Kevin Davies Ball hanging baskets	1576	-100.00
Caerphilly Skips	1579	-250.00
Welsh Hearts Drinks	1580	-28.97
Council Tax Tanyard	1581	-993.15
Donation to Welsh Hearts	1582	-226.00
Senior Citizens Tea	1583	-74.17
Budd Electrical Testing	1584	-140.40
Annual Rent Cardiff Council	1586	-0.08
Road signs	1587	-780.00
British Gas Business	d/d	-162.99

- 11.01 The clerk reported they had received the following since the last meeting: British Gas Business, Hanging baskets, Skip Hire, Council Tax, Electrical Testing, Road Signs.
- 11.02 Cheques to be written by the Clerk: Wages & Expenses: Tyfrion Edwards, Nadine Dunseath, James Proctor, Rhys Davies, Skip Hire (2<sup>nd</sup> Skip).
- 11.03 The financial report was presented to the Council and agreed as correct.
- 11.04 Clerk to meet Chairman at end of August for signing of cheques.

## **12.00 NOTICES OF MOTION**

- 12.01 None

### **13.00 QUESTION TIME**

- 13.01 It was reported that the ramp to the village hall has a gap at the end making it difficult for wheelchairs, however this is the responsibility of the village hall committee and not the Community Council.
- 13.02 Cardiff Council have not done a very good job replacing tarmac around the village. They have resurfaced some of the pavement from Llwyn Mallt to the School, but there is still approx. 100m still to be done.
- 13.03 Cardiff Council cleared the rubbish that was fly-tipped by the canal. However, glass was left in verges, which Cllr Ceri Lane has removed. The lock for the gate is inadequate. Cllr Mike Jones-Pritchard to contact Cardiff Council.

### **14.00 ANY OTHER URGENT BUSINESS BY PERMISSION OF THE CHAIR**

### **15.00 DATE OF NEXT MEETING**

- 15.01 The date of the next meeting will be Monday 25<sup>th</sup> Sept 2017 at 19.30 hours.  
The meeting closed at 20:45 hours.