
TONGWYNLAIS COMMUNITY COUNCIL

Minutes of the meeting held at The
Tanyard, Tongwynlais on Apr 30th 2018
Meeting commenced at 7:30pm.



- 1.00 ATTENDANCE:** **Community Councillors:** Chairman Brian Griffiths, Vice Chairman Graham Walters, Mike Jones-Pritchard, Mike Griffiths, Chris Morgan, Ceri Lane, Peeter Tiidt, Caryn Hill, Linda Morgan
Clerk: Nadine Dunseath
County Councillors: Mike Jones-Pritchard, Linda Morgan
Members of the public: Three
Police Representative: Two
- 2.00 APOLOGIES:**
Cardiff County Councillors – Davies, Phillips
- 3.00 DECLARATION AND REGISTRATION OF INTERESTS:**
None
- 4.00 CONSIDERATION AND APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING.**
The previous minutes were approved as correct.
- 5.00 POLICE MATTERS:**
5.01 SW Police reported figures from the last month as the following; - 4 Antisocial behaviour; 1 damage; 2 thefts which were vehicle related; 0 burglaries. There have been reports of rogue traders in the area, police advise residents to report anything suspicious. South Wales Police are to patrol Fforest Fawr more frequently following reports of anti-social behaviour. Thieves have targeted specific vehicles in the area and stolen parts. Police advised that car crime figures are available on the police website and discussed CCTV cameras that may be in the area. Clerk to contact Police for a FOI request regarding car crime figures compared to other areas.
- 6.00 MATTERS ARISING FROM THE MINUTES AND ANY REMAINING BUSINESS FROM PREVIOUS MEETING.**
6.01 Regarding "Welcome to Tongwynlais" road signs.
The plants are still to be finished for the rockeries.

Clerk to contact Cardiff Council regarding a third road sign on Castle Road, and to enquire if local businesses may wish to contribute towards the cost.

- 6.02 Item 6.06 Tanyard Boiler. Quotes from 3 companies were provided for a new boiler installation. Three members of the Community Council met and agreed a quotation. The new boiler has been installed.
- 6.03 Item 6.08 Re: the fire safety survey for the Tanyard hall.
A quote has been received for a new fire exit door, however this is quite expensive. Clerk to obtain quotes for repairs to the existing door. A survey has been completed to assess emergency lighting and smoke/heat detector requirements. Clerk is awaiting the quote.
- 6.04 Item 6.10 Re: General Data Protection Regulations, which come into force on 25 May 2018. One Voice Wales have advised that there is an amendment to the data protection bill to exempt all Town and Community Councils in Wales from the requirement to appoint a Data Protection Officer. Further training and advice will be provided by One Voice Wales. Cardiff City Council Legal Services have asked if Community Council Clerks would require training. Clerk has responded to say yes in principle and has completed a data audit on behalf of the Community Council.
- 6.05 Item 6.11 Re: The Community Council insurance and valuations for the Tanyard. Clerk has received a quote from a local surveyor, but this is quite expensive. Clerk to obtain a rebuild value using online tools.
- 6.06 Item 6.12 Challenge Wales are looking for volunteers to help with the Fforest Fawr 10k trail run on Sunday 8th July.
- 6.07 Item 6.14 Wales and West Housing will carry out a pollard (heavy prune to remove dead wood) for the Oak tree on the land adjacent to the steps between Catherine Drive and Castell Coch View. They will also treat an adjacent Ash tree. They have informed the Clerk that another 3 Ash trees also need to be felled, which are situated on land belonging to the Community Council and have provided a quote for this work. Cllr Peeter Tiidt to contact tree specialists for some further quotes.
- 6.08 Item 6.15 The Plan2Ride café have removed the damaged part of the cycle that hangs on the wall on the corner of Merthyr Road and Market Street.
- 6.09 Item 6.16 Re: Adopting the telephone box by the Lewis Arms with the intention on cleaning it up. BT have confirmed that the phone box has been used within the last 12 months, but due to data protection cannot provide further details on usage.
- 6.10 Item 7.01 Cllr Peeter Tiidt has assisted a local beekeeper in placing a hive in the allotments.

- 6.11 Item 7.02 The Community Council has provided pear trees for Tongwynlais and Coryton Primary Schools to celebrate the Federation. The pear trees were planted at both schools on April 10th by the children.
- 6.12 Item 7.03 Clerk has contacted Cardiff Council Neighbourhood Services regarding a house on Merthyr Road that has been reported as a possible house of multiple occupancy.
- 6.13 Item 10.02 County Councillors are still in discussions with local business owners who may be interested in taking over the post office, which has temporarily closed following the retirement of the postmaster.
- 6.14 Item 10.03 Several local businesses have recently closed in the village, Aimee's hairdressers on the corner of Market street has relocated to Taffs Well, the Bikeshed on Merthyr Road has closed and Taff Tails Dog Groomers on Herman Hill.
- 6.15 Item 10.04 Clerk has again contacted Cardiff Council regarding the 3 lights that are not working in the subway that runs under the A470 from the bottom of Market Street. Clerk has also reported a 4th light that is not working.

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

- 7.01 The annual audit form has been received from BDO auditors and is to be completed and returned by 2nd July. It was agreed to appoint the same internal auditor as last year. Clerk to contact.
- 7.02 It has been reported that there are issues with the playing fields and changing rooms, but no further details have been provided. This area is the responsibility of Cardiff Council. Cllr Linda Morgan to contact resident for more information.
- 7.03 Cllr Graham Walters to repair a chair that has broken at the Tanyard.
- 7.04 Cardiff Central Library is kindly donating some trestle tables for the Tanyard.
- 7.05 One Voice Wales have asked for nominations of two Council representatives. Cllr Graham Walters and Cllr Ceri Lane to continue with this role for another year. Clerk to inform One Voice Wales.
- 7.06 A debit bankcard has been received for the Council main account. However, this card was not requested and contains incorrect information. Clerk to contact Lloyds bank.
- 7.07 The Independent Review Panel have invited Town and Community Councils to host a drop-in session on Thursday 24th May. It was agreed to host this event at the Tanyard. Clerk to provide further details and to advertise the session to residents.

- 7.08 Clerk has received a copy of the One Voice Wales response to the Independent Review Panel regarding the review of Town and Community Council Sector in Wales. Clerk to circulate to any Councillors who may wish to receive a copy.
- 7.09 The road surface on Railway Terrace and adjacent roads will be resurfaced in the summer months and residents will receive information from Cardiff Council.
- 7.10 It has been reported that the one-way sign on Market Street may need to be repositioned to the junction on Merthyr Road. Cllr Mike Jones-Pritchard to investigate. The Plan2Ride café has produced signs to place inside the café to remind cyclists they are exiting onto a one-way street.

8.00 FINANCIAL REPORT AND SIGNING OF CHEQUES

Expenditure

Wages & Expenses March	1627/8	-405.79
Allscapes Landscaping Ltd - Rockery	1629	-1068.00
Blackwood Fires - signs	1630	-31.87
ICO Data Controller registration	1631	-35.00
Council Tax	1632	-950.90
School Compost (B Griffiths)	1633	-54.88
Sceptre Services - renewal of office 365 software	1634	-108.00
One Voice Wales - Local Govt Finance Training	1635	-40.00
Limegreen - New boiler	1636	-2204.60
Primary School Federation - Peartrees	1637	-88.98
British Gas	d/d	-343.02
British Gas Electricity	d/d	-23.96

- 8.01 The clerk reported they had received the following since the last meeting: Rockery, Fire signs, Data Controller Registration, Council Tax, School Compost, Renewal of Office 365 software, Training costs, Boiler, School pear trees, British Gas, British Gas Electricity.
- 8.02 Cheques to be written by the Clerk: Wages & Expenses: Tyfrion Edwards, Nadine Dunseath, James Proctor.
- 8.03 The finance report was presented to the Council and agreed as correct. Clerk provided an end of year finance report for 2017-2018 and a cashflow forecast for 2018-2019.
- 8.04 Clerk to contact Lloyds Bank to request combining the two savings accounts.

9.00 NOTICES OF MOTION

- 9.01 None

10.00 QUESTION TIME

10.01 The hanging baskets produced by the school gardening club are likely to be ready by the end of May. Cllr Graham Walters and Cllr Chris Morgan to check all brackets and bolts and to replace any as required.

10.02 The pavement and kerb on the corner of Pantgwynlais is broken. Cllr Mike Jones-Pritchard to request an inspection by Cardiff Council.

10.03 The grass verges around Greenmeadow estate require cutting. Cllr Mike Jones-Pritchard to contact Cardiff Council.

10.04 The litter picker requires some new litter picking equipment. Cllr Peeter Tiidt to purchase.

11.00 ANY OTHER URGENT BUSINESS BY PERMISSION OF THE CHAIR

Community Councillor Stuart Thomas from Pentyrch Community Council attended the meeting to introduce himself, as he has been appointed to represent Community Councils on the Standards and Ethics Committee.

12.00 DATE OF NEXT MEETING

12.01 The date of the next meeting will be Monday 21st May 2018 at 19.30 hours. The meeting closed at 20:20 hours.