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# TONGWYNLAIS COMMUNITY COUNCIL

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**Minutes of the meeting held at The  
Tanyard, Tongwynlais on Nov 26th 2018  
Meeting commenced at 7:30pm.**



- 1.00 ATTENDANCE:**                    **Community Councillors:** Chairman Brian Griffiths, Mike Griffiths, Chris Morgan, Ceri Lane, Caryn Hill  
**Clerk:** Nadine Dunseath  
**County Councillors:** None  
**Members of the public:** Three
- 2.00 APOLOGIES**  
Community Councillors - Linda Morgan, Mike Jones-Pritchard, Graham Walters, Peeter Tiidt  
Cardiff County Councillors – Morgan, Jones-Pritchard, Davies, Phillips
- 3.00 DECLARATION AND REGISTRATION OF INTERESTS:**  
None
- 4.00 CONSIDERATION AND APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING.**
- 4.01 The previous minutes were approved as correct.
- 4.02 Clerk has received correspondence from Cllr Mike Jones-Pritchard acknowledging that amendments to minutes can only be agreed during the Council meeting. He requests that where a Cllr is requesting an amendment but cannot attend the start of the meeting that consideration of the minutes is moved further down the agenda. The agenda must follow a set structure as per the Standing Orders and amendments to the agenda can only be made under special circumstances by the Chairman.
- 5.00 POLICE MATTERS:**
- 5.01 SW Police were unable to attend the meeting, so no crime figures were available. Clerk to ensure South Wales Police are aware of two recent incidents in the village of a shed burglary where a bike was stolen, and a fight outside the Rugby Club where objects were thrown through a car window. Clerk to contact South Wales Police and Wales & West Housing Association to seek advice regarding two ex-convicts recently housed in the village.
- 6.00 MATTERS ARISING FROM THE MINUTES AND ANY REMAINING BUSINESS FROM PREVIOUS MEETING.**
- 6.01 Item 7.01 Land to the rear of the Band hall for overflow car park. The planning consultation for this application has now closed with one objection received by Cardiff Council. The Community Council are currently awaiting the planning response.

- 6.02 Item 7.02 Regarding "Welcome to Tongwynlais" road signs.  
Clerk contacted Cardiff Council Highways Department to request the Heol-Y-Fforest sign was placed on the existing accident sign. Cardiff Council have approved this position and hope to have the sign installed in the next couple of weeks.
- 6.03 Item 7.03 Re: General Data Protection Regulations.  
Clerk has purchased a lockable filing cabinet for safe storage of personal data.
- 6.04 Item 7.04 Clerk to arrange with Lloyds Bank to open a new savings account for money to regularly donate to the school gardening club and credit it with £100.
- 6.05 Item 7.05 The Woodland Trust have inspected Heol-Y-Fforest regarding several mature trees that NRW have felled, which are not larch trees. NRW have advised the contractors are felling broadleaf trees where they were being protected by the larch and without that protection are now considered a fall risk.
- 6.06 Item 7.06 The signing ceremony for the Community Council Charter has been postponed to December 13th. Chairman Brian Griffiths will be attending.
- 6.07 Item 7.09 The play park on Catherine Drive is still closed awaiting health and safety improvements.
- 6.08 Item 7.07 Opus Energy have advised that the Tanyard requires a new gas meter which will be installed on December 6th.  
Clerk is making further enquiries for the installation of a smart thermostat.
- 6.09 Item 7.11 Clerk sent letters to residents on Merthyr Road informing them that Floodlighting would be installing the Christmas lights on November 18th. The Community Council has received £245 in donations from local businesses towards the cost of this year's lights.  
It was reported that one figurine was not working, which has been fixed by Floodlighting.
- 6.10 Item 8.01 Clerk contacted Openreach regarding the internet problems in the village, who have requested specific addresses and telephone numbers to help with their investigation. Clerk has supplied addresses where problems have been reported to the Council and is awaiting a response from Openreach.
- 6.11 Item 8.03 Cllr Graham Walters has replaced the lock on the defibrillator cabinet door which had jammed, and this is now working again. The Welsh Ambulance service has been notified.
- 6.12 Item 8.04 Clerk has displayed posters from Chichester Stoneworks regarding the hard hat tours at Castell Coch.
- 6.13 Item 8.07 Clerk has circulated the new model Standing Orders to all Councillors for comments.
- 6.14 Item 11.02 Clerk contacted Environmental Services regarding the report that rubbish is being swept into the gutter during cleaning of the bus shelters. The complaint has been forwarded to Clear Channel Ltd. Clerk is awaiting a response.

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

- 7.01 The annual fire extinguisher service at the Tanyard has been completed.
- 7.02 Cardiff Council held a public meeting on November 19<sup>th</sup> regarding the proposed dog controls consultation to review feedback received. Clerk is awaiting further information.
- 7.03 Cardiff Council are looking into the Community Council's recent enquiry into purchasing or arranging a long-term rental for the land for access at Castle Road.
- 7.04 A resident on Mill Road has contacted the Community Council asking for advice as a neighbouring property has damaged guttering which is causing them structural damage. Cllr Mike Griffiths to contact the owner of the property.
- 7.05 Planning Application 18/02553/MNR Land at Ironbridge Road, Demolition of garage and construction of new dwelling. 2 residents attended the meeting to raise their concerns regarding this planning application. The Community Council fully support local resident's concerns regarding this proposal and will be submitting a planning objection to Cardiff Council. Clerk to submit planning objection letter.
- 7.06 Cllr Ceri Lane attended a school governors meeting and reported that the school is doing well and currently has 204 pupils. The school has won a science award and both Tongwynlais and Coryton Schools benefitted from a science assembly by Prof. Tim Harrison of Bristol University.
- 7.07 Cllr Ceri Lane attended the One Voice Wales meeting and advised the Council to obtain their Co-Opt policy documents. She also advised the purchase of a book entitled "Local Councils Explained". Clerk to obtain policy document and purchase book.

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

### **Expenditure**

Wages & Expenses Oct	1680/1/2	-1043.53
HMRC PAYE OCT	1683	-7.20
British Gas - Final Electricity Bill	d/d	-20.42
Blackwood Fires - Annual Service	1684	-118.92

- 8.01 The clerk reported they had received the following since the last meeting: British Gas Electricity Final Bill, Blackwood Fires Annual Service
- 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.
- 8.04 Q2 bank audit has been completed by Cllr Ceri Lane.
- 8.05 Clerk circulated 2019/20 cashflow forecast for Council consideration and to determine the Annual Precept request. Cllr Ceri Lane advised that Councillors allowances and Election costs should be included in the budget. Clerk to amend budget document.
- 8.06 The Community Council agreed to increase the annual precept request to £21000

**9.00 NOTICES OF MOTION**

9.01 None

**10.00 QUESTION TIME**

10.01 The bus stop on Merthyr Road by Holiday Inn is awaiting health and safety improvements, however residents are using the shelter. Clerk to contact Cardiff Council.

10.02 A light on the zebra crossing by the Primary School is not working. Clerk to contact Cardiff Council.

10.03 It was reported that there were not enough road closure signs for the Winter Fayre. It would have been beneficial to have "Road Ahead Closed" signs at Coryton Interchange and by the Taffs Well roundabout. Clerk to request Cardiff Council supply more signage for next year's events.

**11.00 ANY OTHER URGENT BUSINESS BY PERMISSION OF THE CHAIR**

11.01 None

**12.00 DATE OF NEXT MEETING**

12.01 The next Community Council will be held on Monday 28th January at 19.30hours  
The meeting closed at 20:50 hours.