
TONGWYNLAIS COMMUNITY COUNCIL

**Minutes of the meeting held at The
Tanyard, Tongwynlais on Oct 28th 2019
Meeting commenced at 7:30pm.**



- 1.00 ATTENDANCE:** **Community Councillors:** Chairman Brian Griffiths, Ceri Lane, Mike Jones-Pritchard, Chris Morgan, Graham Walters
Clerk: Nadine Dunseath
County Councillors: Mike Jones-Pritchard
Members of the public: Two
- 2.00 APOLOGIES**
Community Councillors – Linda Morgan, Mike Griffiths, Caryn Hill, Peeter Tiidt
- 3.00 DECLARATION AND REGISTRATION OF INTERESTS:**
None
- 4.00 POLICE MATTERS**
South Wales Police did not attend the meeting and had not provided any crime figures. Clerk to contact and request crime figures from 23rd September to date.
- 5.00 PUBLIC SESSION**
- 5.01 It was noted that the dug outs at the football field have not yet been completed.
 - 5.02 It was noted that the bin has not yet been replaced by the children's playground area near Ironbridge Road.
 - 5.03 Residents from the Greenmeadow estate have enquired about providing information or placing a commemorative plaque at the orchard relating to its history.
 - 5.04 Regarding grant funding to help with painting and improving the centre of the village.
 - 5.05 Many residents have requested more dog waste signs are placed around the village.
 - 5.06 It was noted that the hanging baskets have not yet been taken down.
 - 5.07 It was reported that a light is not working on the school zebra crossing.
 - 5.08 A journalist student studying at Cardiff University attended the meeting to introduce himself to the Community Council as he is covering the Whitchurch and Tongwynlais areas for the Cardiffian Newspaper.
- 6.00 MATTERS ARISING FROM THE PUBLIC SESSION**
- 6.01 Item 5.01 Cllr Chris Morgan commented that the recent delay in completing the dug outs may be due to the wet weather.
 - 6.02 Item 5.02 Cllr Mike Jones-Pritchard has requested information from Cardiff Council.
 - 6.03 Item 5.03 Clerk to provide contact address to the Chairman for him to contact the family who once owned the orchard.
 - 6.04 Item 5.04 Clerk advised a Community Council is not legally permitted to paint a private dwelling.

- 6.05 Item 5.05 Clerk passed the 6 new dog waste signs to the Chairman for him to place around the village.
- 6.06 Item 5.06 Clerk to contact the gentleman who has volunteered to remove the baskets.
- 6.07 Item 5.07 Cllr Mike Jones-Pritchard reported the faulty light to Cardiff Council.

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

The previous minutes were agreed and approved as correct.

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

- 8.01 Item 8.03 The Community Council agreed to provide a cheque for £50 to the gentleman who installed the bench on Merthyr Road to cover concrete costs. Clerk to arrange payment.
- 8.02 Item 8.06 Re Primary School Gardening Club damaged polytunnel cover. Clerk has contacted the Gardening Club who confirmed it would be convenient for a new cover to be fitted after half term and before January. The Community Council agreed to purchase the polytunnel cover. Clerk to order.
- 8.03 Item 8.07 Clerk advised that refreshments were provided for the Clerk's meeting on October 11th which the Clerk hosted at the Tanyard Hall.
- 8.04 Item 8.12 Cllr Ceri Lane has provided information regarding the water bottle refill scheme which has been placed on the village noticeboard and in the Tanyard and has created a Facebook page to help raise awareness and promote the scheme.
- 8.05 Item 11.01 Chairman Brian Griffiths reported that daffodil bulbs had been planted the grass bank opposite the school by the new bench, on Mill Road, and around the Welcome Signs and thanked the individuals involved. Cllr's Graham Walters, Chris Morgan and Mike Jones-Pritchard volunteered to plant the remaining bulbs around the bus stop at Pantgwynlais and to arrange a mutually convenient time to do so.
- 8.06 Item 11.04 Clerk has not yet received a response from Land Registry regarding the ownership of the public footpath at the top of Birch Hill. Clerk to chase. Cllr Mike Jones-Pritchard suggested contacting the footpath officer at Cardiff Council to register the path as a public footpath which would require Cardiff Council to maintain the pathway.
- 8.07 Item 11.06 Clerk has not yet received a response from Cardiff Council Parks regarding the condition of the kickabout area behind Castle Road. Clerk to chase.
- 8.08 Item 11.07 Clerk has produced a draft biodiversity plan and circulated a copy to members. The plan must be published by the end of the year and a copy needs to be sent to Welsh Government. Cllr Mike Jones-Pritchard suggested including information on the native species at Fforest Fawr and the Glamorganshire Canal Nature Reserve and Cllr Chris Morgan suggested including information on the village allotments. Clerk to update plan.
- 8.09 Item 11.11 Clerk has received a response from BT regarding adopting the village phone box who have advised that a modern kiosk can only be used for housing a defibrillator and for no other purpose. BT have instructed contractors to remove the village phone box.

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

- 9.01 Clerk had received a quotation from Centregreat and had previously advised members that 7 lamppost motifs need repair, as well as 5 sections of 6 metres of the icicle lights. Centregreat have advised that the repairs to the lamppost motifs will be in LED lighting which will appear brighter in sections.
The Council previously agreed to go ahead with the repairs.
Clerk to request that Centregreat install the angel lamppost motif alongside the church. Cllr Mike Jones-Pritchard to request again that the old lamppost outside the church is removed.
Cllr Ceri Lane suggested contacting Cadw to suggest Castell Coch has festive lighting such as snowflakes or different colours. Clerk to contact Cadw.
- 9.02 Came & Company Council Insurance have transferred to Arthur J. Gallagher Insurance Brokers Limited. They have advised there is no impact on existing policies and that new terms of agreement come into effect at renewal.
Clerk has requested an insurance quotation from Zurich Insurers for comparison.
- 9.03 The Independent Remuneration Panel have provided their 2020/21 report. Clerk advised there is no change to the Councillors allowance rates and policy.
- 9.04 Opus Energy have offered to install an electricity smart meter at the Tanyard. Council agreed to accept the new meter installation. Clerk to arrange.
- 9.05 Blackwood Fires have completed the annual fire extinguisher service at the Tanyard.
- 9.06 Clerk provided an update from the Clerk's meeting on 11th October as the following: -
- Cardiff Council Customer Services staff attended the meeting to give a presentation on methods of contacting them including the digital app, website forms and online live chat. Cardiff Council Digital Champions can attend meetings or events to teach the use of their website/ app. Clerk has received information to promote use of the app which will be displayed on the village noticeboard and Community Council website.
 - The Monitoring Officer circulated a copy of the Parish Toolkit which is currently used in England and suggested this could be tailored to Welsh Legislation and rolled out for use in Wales via One Voice Wales.
 - The next Clerk's meeting will be held in February.
- 9.07 Clerk provided information on grant funding that may be available to apply for to improve a Community Council owned building and suggested providing disabled facilities for the Tanyard. Council discussed how disabled facilities could be installed and agreed it would require significant structural changes which may not be possible in such an old building.
- 9.08 19/02597/MNR Land at Merthyr Road, Tongwynlais, CF15 7LF
Erection of 2 dwellings and associated landscaping, car parking and ancillary works. Clerk advised that she has not been receiving planning application information from Cardiff Council. Clerk to make enquiries.

10.00 FINANCIAL REPORT AND SIGNING OF CHEQUES

Expenditure

Wages & Expenses Aug/Sep/Oct	1746/9/50/2	-1507.24
Land Registry Search	1747	-4.00
Opus Electricity Bill	d/d	-26.59
Clean up after your dog signs & stickers - extra 6	1748	-64.14
Blackwood Fires Ltd - Annual Service	1751	-75.58

- 10.01 Clerk reported the following had been received since the last meeting:
Electricity, Dog Signs, Land Registry search, Fire Service
- 10.02 Clerk had provided a gas meter reading for the Tanyard and the account is currently in credit.
- 10.03 The finance report was presented to the Council and agreed as correct.
- 10.04 Chairman Brian Griffiths reported that on occasion the Clerk had been required to make purchases using her own finances that were reimbursed by the Council where companies do not accept cheque payments. Clerk advised that this contravenes Financial Regulations as no payment should be made personally. Chairman Brian Griffiths suggested acquiring a debit card that could be used for purchases. Cllr Mike Jones- Pritchard suggested an online banking procedure could be implemented with two signatories. Cllr Ceri Lane suggested contacting One Voice Wales for guidance. Clerk to contact OVW.
- 10.05 Clerk advised that due to the Christmas lights repairs funds may be required from Council reserves to cover the expense. The Annual Fire Service has seen an underspend on budget and Council agreed to move the surplus funds to the Christmas lights budget.

11.00 NOTICES OF MOTION

None

12.00 COUNCILLORS REPORTS

- 12.01 Cllr Graham Walters suggested purchasing Lamppost Poppies for the village in time for Remembrance Sunday. Council agreed to purchasing 20 poppies. Clerk to order.
- 12.02 Cllr Ceri Lane and Cllr Graham Walters advised that apologies had been given for the One Voice Wales meeting held on October 28th.
- 12.03 Cllr Ceri Lane provided an update from the Primary Schools Governor's meeting. Both Primary Schools have a weekly nurturing group for parents to attend where they can receive advice and support.
Year 6 pupils attended the school visit to Llangrannog and this year pupils from both Tongwynlais and Coryton attended together.
Mr Baker and Mrs Burge are now secured assistant head teachers for Coryton and Tongwynlais respectively
Regarding capacity Coryton Primary is 93.87% full and Tongwynlais Primary is currently 91.3% full.
Coryton Primary had 95.8% attendance for 2018-19 and Tongwynlais Primary had 95.06% attendance.

13.00 DATE OF NEXT MEETING

- 13.01 The next Community Council meeting will be held on Monday 25th November at 19.30hours. The meeting closed at 20:35 hours.