
TONGWYNLAIS COMMUNITY COUNCIL

**Minutes of the meeting held at The
Tanyard, Tongwynlais on Jan 27th 2020
Meeting commenced at 7:30pm.**



- 1.00 ATTENDANCE:** **Community Councillors:** Chairman Brian Griffiths, Ceri Lane, Chris Morgan, Graham Walters, Mike Griffiths, Peeter Tiidt, Linda Morgan
Clerk: Nadine Dunseath
County Councillors: Linda Morgan
Members of the public: Two
- 2.00 APOLOGIES**
Community Councillors – Mike Jones-Pritchard, Caryn Hill
SW Police
- 3.00 DECLARATION AND REGISTRATION OF INTERESTS:**
None
- 4.00 POLICE MATTERS**
South Wales Police did not attend the meeting but had provided crime figures from 25th November to date as the following: -
Theft 5, Commercial Burglary 1, ASB 3, Drug Use 1, Vehicle Damage 2, Online Fraud 1
- 5.00 PUBLIC SESSION**
A local resident attended the meeting as he is interested in starting a historical society in the village and wondered if any other residents may also be interested. He provided his contact details to the Clerk.
- 6.00 MATTERS ARISING FROM THE PUBLIC SESSION**
No matters arising
- 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 A new bin has been installed by Cardiff Council at the Playground area on Ironbridge Road.
- 8.02 Item 8.04 Chairman Brian Griffiths offered to distribute the dog waste signs to Councillors to place them.

- 8.03 Item 8.06 Re Primary School Gardening Club damaged polytunnel cover. Clerk advised the new polytunnel cover is being securely stored in the Tanyard until installed. Cllr Graham Walters to organise installing the polytunnel with helpers.
- 8.04 Item 8.07 Cllr Graham Walters advised there were still some daffodil bulbs to be planted. Cllr Ceri Lane informed the Council she has noticed many of the bulbs are already growing and offered to take photographs of the locations to help with future planting.
- 8.05 Item 8.08 Clerk has received a response from the footpath officer at Cardiff Council regarding registering the path from Birch Hill to Wellington Street as a public footpath. They advised it can only be registered if the public's right has been brought into question. The Community Council agreed they would like to take on ownership of this land. Clerk to contact Land Registry.
- 8.06 Item 8.09 Chairman Brian Griffiths and the Clerk met with representatives from Cardiff Council Parks Department regarding maintenance of the kickabout area behind Castle Road. Cardiff Council Parks have provided a written agreement that they will continue to provide grass cutting for this area which belongs to the Community Council. Cllr Linda Morgan to speak with Parks for further clarification of the arrangement particularly regarding maintenance of the bridge.
- 8.07 Item 8.12 Chairman Brian Griffiths informed the Community Council there had been several issues with this year's Christmas lights and it was noted that the lighting on the Church was incomplete this year. The Council discussed possibilities for next year with lighting the front of the village hall and the fir tree on the green opposite the Primary School. Chair and Clerk to arrange a meeting with Centregreat to discuss the problems with this year's lights for the Council to decide on any actions required. Clerk to query the final bill received from Centregreat as it appears to not have included all the repair costs.
- 8.08 Item 8.13 Clerk has made the arrangements to insure through Came & Company insurers on a 3-year fixed term arrangement. Came & Company provided an explanation on how they could significantly reduce the cost from previous years stating that as the Community Council had reached the end of the previous 3-year fixed term arrangement, they were able to look for quotes from other providers.
- 8.09 Item 8.15 Cllr Linda Morgan advised the amended planning application for dwellings on the land to the side of the village hall was for 2 dwellings where previously it had been for 5. A planning committee has been set up and the application will be discussed at Cardiff Council in possibly February or more likely March although no specific date has yet been set.
- 8.10 Item 9.01 Clerk advised that £720 had been received from local businesses in Christmas Lights donations this year.
- 8.11 Item 9.02 Clerk is awaiting a meeting with representatives from the Aion Church toddler group about storing a small number of toys in the Tanyard hall for when they use the hall later in the year whilst building work is being completed at the Church.
- 8.12 Item 9.06 Clerk advised no response has been received from the website designer regarding the new domain name and email addresses since September despite contacting him several times and asking him to confirm if he is still interested in the project. Clerk advised that requests to update the website with new contact details

have been actioned, so the website designer is receiving the messages just not responding. Cllr Ceri Lane asked if there was a contract in place for the website services and Clerk confirmed annual charges are usually received in February/March. Clerk to view past records for a contract or agreement.

- 8.13 Item 9.15 Wales and West Housing held a Christmas crafts event at the Tanyard on 28th November for residents on the Catherine Drive estate which was very successful with approximately 10 children and their parents. Wales and West have asked about booking the Tanyard for future events such as their team meetings.
- 8.14 Item 9.16 Cllr Graham Walters has contacted a local carpenter who may be able to help with repairs to the village noticeboard but asked for clarification on what repairs are needed.
- 8.15 Item 9.21 Clerk reported that the red light on the Coryton roundabout as you exit Tongwynlais has been repaired by Cardiff Council.
- 8.16 Item 12.01 Clerk has contacted the War Memorials Trust for information on grant funding. They have advised they do not fund new memorials, but grants would be available for maintenance and repairs. They provided information on fundraising ideas and advised planning permission may be required.

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

- 9.01 A resident has raised a concern about parking around Castle Road and Catherine Drive as an overspill from visitors to the Castle and Fforest Fawr. The Councillors commented that Castell Coch is always closed during January so the gates to their car park are locked which may be creating more of a problem at this time.
- 9.02 Boundary Commission for Wales has published a consultation on their Review of Electoral Arrangements for City and County of Cardiff. Clerk has published information on the consultation on the village noticeboard, the Community Council website and her Twitter page, as well as a hard copy of the document in the Tanyard. It was noted that the electoral arrangements for Tongwynlais remain the same but overall there are changes for Cardiff County. The consultation is open till 13 April 2020 for anyone wishing to comment.
- 9.03 PAT Testing has been completed for the Tanyard by Cllr Graham Walters.
- 9.04 Clerk asked the Community Council if they still wished to seek a new internal auditor this year as was discussed last May. The Council agreed they would like a new internal auditor. Clerk to make enquiries.
- 9.05 Clerk advised that the next Clerk's meeting will be held on February 5th.
- 9.06 Several spare keys have been found for the Tanyard front door, which the Clerk is holding for safekeeping until they may be required.
- 9.07 Clerk advised the Community Council that a local lady is fundraising to pay for medical treatment. Clerk has made enquiries with One Voice Wales whether the Community Council could make a donation, who have advised that although a donation under the Power of Wellbeing could be made it is ill-advised and recommended that any donations are placed by Councillors on an individual basis. Cllr Linda Morgan reported many fundraising ideas that were already in place in the village such as a raffle, and an auction, but hoped to do more. The Community

Council agreed they would be able to support local events, such as paying for the hire of the village hall.

- 9.08 A local resident is looking to produce a photography project containing historical photographs of Tongwynlais. Clerk has recommended viewing the photographs displayed in the Tanyard as a starting point for the project.
- 9.09 Clerk had reported again to Cardiff Council that the lamppost in Cae Lewis is not working, and this has now been repaired.
- 9.10 Cardiff Council are consulting on their Draft Review Report and Draft Delivery Arrangements for their Replacement Cardiff Local Development Plan for 2020-2035. The consultation is open until Tuesday 11th February.
- 9.11 One Voice Wales has circulated their response to the Consultation on the Local Government & Elections (Wales) Bill which is generally supportive and in agreement with the proposals.
- 9.12 Cardiff Council have published their Budget Consultation for 2020/1 and are welcoming comments by January 31st. The budget can be found at www.cardiff.gov.uk/budget
- 9.13 One Voice Wales have circulated information for their Innovative Practice and National Awards Conference 2020 where they have previously suggested that Tongwynlais hanging baskets project could be eligible to enter. Clerk advised that the project best fits into Best Youth Engagement category and that if shortlisted the Community Council would be required to make a 10-minute presentation at the award ceremony on 26th March in Builth Wells. Clerk to draft a nomination for Council's approval which must be submitted by February 21st.
- 9.14 Planning Application 20/00009/DCH 40 Castell Coch View. Addition of a dormer roof extension with alterations to existing dormer and addition of rooflights. The Community Council have no objection to this application.
- 9.15 Cllrs Graham Walters and Ceri Lane reported they had been unable to attend the recent One Voice Wales meeting but will be attending the next.
- 9.16 Cllr Ceri Lane reported she had been unable to attend the recent Primary School Governors meeting.

10.00 FINANCIAL REPORT AND SIGNING OF CHEQUES

Expenditure

Wages Oct/Nov	1761	-181.12
Opus Energy Gas Bill	d/d	-134.69
Opus Energy Elec Bill	d/d	-34.07
Came & Company Insurance	1762	-659.11
Welsh Water	1763	-99.36
Wages & Expenses Dec	1764/1765	-516.85
Opus Energy Elec Bill	d/d	-30.06
Opus Energy Gas Bill	d/d	-145.83
Wages & Expenses Jan	1766/1767	-422.00

- 10.01 Clerk reported the following had been received since the last meeting:

Gas Bill, Electricity Bill, Water Bill, Insurance.

- 10.02 The finance report was presented to the Council and agreed as correct.
- 10.03 Clerk has completed the Q3 bank reconciliation, which has been signed and approved by Cllr Ceri Lane.
- 10.04 Clerk has circulated information provided by Lloyds Bank including interactive demonstrations of online payments using multiple signatories.
Lloyds have confirmed they charge an annual fee of £32 for a business credit card, but advised they also provide a business charge card, also with an annual fee of £32, that has a minimum spending limit of £1000. This charge card must be paid off in full each month via direct debit. Clerk advised this card would help the Council comply with Financial Regulations that insist any credit or trade card is paid in full each month.
The Community Council agreed for the Clerk to arrange for a Business Charge Card.
- 10.05 Clerk circulated an actual vs budget spreadsheet for Q3 and highlighted that there had been an underspend from the Audit, Insurance and Councillors Allowance costs for the year, and more funds than anticipated had been received for Christmas Lights Donations. This amount totalled £1129.50 which the Clerk proposed moving to the Christmas budget to cover any additional costs incurred. The Council agreed. Clerk to adjust budget.

10.06 Signing of the Precept Request Form

The Precept request form was signed by the Chairman, Clerk and 2 Council members for the agreed amount of £23000. Clerk to forward the paperwork to Cardiff Council.

11.00 NOTICES OF MOTION

None

12.00 COUNCILLORS REPORTS

- 12.01 Cllr Linda Morgan asked if it may be possible to place skips around the village for community use which was arranged some years ago by Cardiff Council. The Community Council agreed this was a good idea.
- 12.02 Cllr Linda Morgan reported that Wales & West Housing Association are planting daffodil bulbs at the entrance to Catherine Drive Estate.
- 12.03 Chairman Brian Griffiths reported that the BBC had enquired about hiring the Tanyard for filming, but they are confirming the dates they require.
- 12.04 Chairman Brian Griffiths raised the idea of planting trees around the perimeter of the play area behind Castle Road. The Community Council agreed. Chairman Brian Griffiths to contact the Woodland Trust.

13.00 DATE OF NEXT MEETING

- 13.01 The next Community Council meeting will be held on Monday 24th February at 19.30hours. The meeting closed at 20:50 hours.