
TONGWYNLAIS COMMUNITY COUNCIL

Minutes of the meeting held virtually following the guidelines of The Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020, Sept 28th 2020
Meeting commenced at 7:30pm.



- 1.00 ATTENDANCE:** **Community Councillors:** Chairman Brian Griffiths, Ceri Lane, Chris Morgan, Mike Griffiths, Peeter Tiidt, Mike Jones-Pritchard, Linda Morgan
Clerk: Nadine Dunseath
County Councillors: Mike Jones-Pritchard, Linda Morgan
- 2.00 APOLOGIES**
Community Councillors – Graham Walters, Caryn Hill
- 3.00 DECLARATION AND REGISTRATION OF INTERESTS:**
Cllr Mike Jones-Pritchard declared an interest in planning application 20/01686/MNR Removal of condition 3 Reuse & maintenance of parking spaces, Dental Practice, due to his position on Cardiff Council planning committee although this application was not discussed during the meeting.
Cllr Mike Jones-Pritchard declared a personal interest regarding planning application 20/01846/MNR Construction of 4 no detached four bedroom houses together with external works, Land at Merthyr Road, due to his former association with the developer.
- 4.00 POLICE MATTERS**
South Wales Police did not provide crime figures.
- 5.00 PUBLIC SESSION**
No public attended the meeting
- 6.00 MATTERS ARISING FROM THE PUBLIC SESSION**
No matters to discuss
- 7.00 CONSIDERATION AND APPROVAL OF THE MINUTES OF THE ORDINARY MEETING ON 24TH FEBRUARY**
The minutes were agreed and approved as correct.
Mike Griffiths proposed, Mike Jones-Pritchard seconded.
- 8.00 CONSIDERATION AND APPROVAL OF THE MINUTES OF THE EXTRA-ORDINARY MEETINGS ON 24TH AUGUST**
The minutes were agreed and approved as correct
All agreed.

9.00 MATTERS ARISING FROM THE MINUTES AND ANY REMAINING BUSINESS FROM THE MEETING.

- 9.01 Item 7 – Annual Return sent to external auditors who have confirmed receipt
- 9.02 Item 8.01 Re Japanese Knotweed. Clerk has circulated knotweed report
Chairman Brian Griffiths advised this issue was in the hands of the solicitors.
- 9.03 Item 8.02 Re Tanyard re-opening. Chairman Brian Griffiths advised the hall had not yet re-opened as the library intended.
- 9.04 Item 8.06 – Clerk contacted Centregreat to accept the quotation for Festive lighting.
- 9.05 Item 8.07 - Clerk contacted Cardiff Council Parks to request they proceed with installation of the new bench and send an invoice for the £500 cost. Cardiff Council Parks have advised they will proceed but there may be a lead time of 5+ weeks for the bench to be installed.

10.00 CLERK'S REPORT

Clerk had previously circulated a report of correspondence for discussion as follows:-

- 10.01 Fallen tree reported by entrance to Catherine Drive. This has been cleared.
Peeter to advise if any damage to fencing.
- 10.02 Boiler service completed at the Tanyard and all satisfactory.
- 10.03 Chair has asked Cllr Graham Walters to enquire with the carpenter regarding repair to the noticeboard.
AP Clerk to contact Cllr Graham Walters and request an answer from the carpenter if he can do the work.
- 10.04 Cllr Graham Walters has agreed to replace the flushing mechanism in the ladies' toilet at the Tanyard which is not working.
- 10.05 OVW have circulated a guidance note to Councils on holding meetings on a physical basis
- 10.06 OVW have circulated the Wales Council for Voluntary Action (WCVA) guidance note for re-opening Community Centres
(Please contact the Clerk if you would like a copy of the above guidance documents)
- 10.07 Cardiff Libraries were hoping to reopen Sept 11th, but this was pushed back to Oct 2nd. They have completed a risk assessment and have needed to postpone the re-opening further until some health and safety issues have been resolved. These are annual inspection for asbestos, and a review of the fire assessment. They have commented that the missing ceiling tiles in the main hall need replacing or repositioning before they are permitted to reopen.
(Council commented that a ceiling tile has been missing for some time whilst the library was open previously.)
They have advised they completed a water system flush and legionella test on the Community Council behalf which is required prior to re-opening which was satisfactory.

Once reopened they will be allowing a limited number of residents into the building by appointment to collect books and have asked if permitted to use tape on the floor to show a walkway for the public.

They have asked permission to install a phone line and ethernet line subject to Council approval and their funding availability, also they have requested permission to set up a Facebook page to help promote Tongwynlais library which will include opening hours and contact details for the librarian.

Council agreed for a phone/ethernet line provided it was only used on a Friday afternoon whilst the library is open and if the library would pay for usage.

Council agreed to the librarian creating a facebook/twitter page.

- 10.08 Terry Gaylard H&N Cleaning has completed a deep clean of the Tanyard and will continue on a weekly basis on a Saturday morning following the library opening. His staff provide their own PPE equipment and own cleaning supplies. He will charge £20 per clean.
Mr Gaylard has advised that if any elderly or vulnerable residents wanted their homes cleaned and contact the Community Council, he will offer a 20% discount.
- 10.09 WI have advised they will not return to use the hall this year and will review their position again in January. They have passed on their thanks to the Community Council for all the help they have given to the WI in the past and hope it will not be too long before they can start their meetings again.
- 10.10 Clerk has contacted 3 builders for quotes to resolve the water leak by the front door of the hall. One company has advised they are currently unable to take on any additional work due to a backlog, the other 2 are to confirm when they can view the premises to assess the work needed.
- 10.11 Natural Resources Wales will be felling trees at Fforest Fawr that are affected by ash dieback disease. The work is due to commence from 14th September till 30th October. There will be no footpath or route closures, but safety signage is in place when works are being carried out. There is likely to be traffic management in place on Heol-y-Forest whilst roadside trees are being dealt with.
Chairman Brian Griffiths requested a letter sent to NRW highlighting disappointment over the previous tree felling which has left such an extensive visible impact to the forest and to seek assurance the healthy mature trees will not be felled. Clerk received a response from NRW. Copies of this correspondence have been circulated to members.
Chairman Brian Griffiths has contacted the officer at NRW directly, but he has not responded.
- 10.12 The village defibrillator has received its quarterly check and the Welsh Ambulance Service has been informed the defibrillator status is ready for use.
- 10.13 Clerks meeting with the Monitoring Officer is scheduled virtually for 30th Sept.
- 10.14 Clerk has sent a letter and numerous emails to the website designer asking for an update on the new website (which should have met Government Accessibility Requirements by 23rd Sept), or for him to confirm if he is no longer intending to

complete the work and to hand over the server details or files for a new designer. He has failed to respond.

PLANNING

- 20/01846/MNR LAND AT MERTHYR ROAD, TONGWYNLAIS
Construction of 4NO. Detached Four Bedroom Houses together with External Works.

Cllr Linda Morgan advised that a petition was circulating, and she had asked the application decision to go before the planning committee. She raised concerns that any residential properties built on this land may lead to complaints of noise from the village hall.

AP Clerk to circulate Community Council objection to a similar previous application submitted in 2014 to all members requesting any additional comments.

AP Clerk to chase correspondence to WG requesting confirmation on land ownership.

- 20/01686/MNR TONGWYNLAIS DENTAL PRACTICE, 49 MERTHYR ROAD,
Removal of condition 3 of 04/00616/w regarding use and maintenance of parking spaces
The Community Council had no comment on this application.

11.00 FINANCE REPORT

11.01 NALC have published the annual increment rise for Clerk's salaries for 2020-21 which should have come into effect on April 1st 2020. Clerk advised the Community Council of the pay increment and backdated pay for April-August to be received in September subject to Council approval.

Council resolved to award the pay increment.

Mike Jones-Pritchard proposed, Mike Griffiths seconded.

11.02 Clerk has contacted Cardiff Council regarding Council Tax for the Tanyard. Other Community Council's in the area have received concessions to this year's non-domestic rate charges with some receiving a 100% discount for the year and refund for any payments already made. The Tanyard has been forced to close for 6 months this year already and under the scheme Cardiff Council may be able to apply a discount for temporary rate relief under Section 47 of the Local Government Finance Act 1988. Clerk is awaiting a response.

Expenditure

Opus Energy Gas Bill	d/d	-10.37
Opus Energy Electricity Bill	d/d	-23.78
Wages & Expenses Sept	1805/6/8	-1400.09
Limegreen Boiler Service	1807	-85.00

12.00 NOTICES OF MOTION

None

13.00 COUNCILLORS REPORTS

13.01 Cllr Mike Jones-Pritchard asked if the Community Council litter picker could be provided with a hoop to fit on the bin bag and a supply of pink bags.

AP Clerk to order the items and provide to the litter picker

13.02 Cllr Mike Jones-Pritchard informed the Community Council about ongoing works to the woodland on the corner of Catherine Drive. He advised that the owner was completing the works on his own land, although there are badger setts on the land, and he has felled some trees. NRW have been contacted as the owner requires a felling licence to fell trees. The police are also aware and have attended the site. It is suggested that the owner's intention is to apply for planning permission to build houses, although Cllr Jones-Pritchard advised it is unlikely this would be approved.
AP Clerk to contact SW Police Environmental Crime Officer, NRW, and Cardiff Council Tree Officer to raise the Community Council concerns for the ongoing works.

13.03 Cllr Mike Griffiths raised concern about the condition of the pavement on Merthyr Road from the Spar to number 69 which is very uneven. Cllr Mike Jones-Pritchard advised it had previously been reported but he would chase it up again.
AP Cllr Jones-Pritchard to contact Cardiff Council

14.00 CONSIDERATION OF DATE FOR AGM

All agreed for the next Council meeting on October 24th to be the AGM.

15.00 DATE OF NEXT MEETING

The next Community Council meeting will be the AGM held virtually on Monday 24th October at 19.30hours. The meeting closed at 20:00 hours.