
TONGWYNLAIS COMMUNITY COUNCIL

Minutes of the Ordinary Meeting held virtually following the guidelines of The Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020, Feb 22nd 2021 Meeting commenced at 7:30pm.



- 1.00 ATTENDANCE:** **Community Councillors:** Chairman Brian Griffiths, Chris Morgan, Mike Jones-Pritchard, Caryn Hill, Mike Griffiths, Graham Walters
Clerk: Nadine Dunseath
County Councillors: Mike Jones-Pritchard

APOLOGIES

Community Councillors – Ceri Lane, Peeter Tiidt, Linda Morgan

2.00 DECLARATIONS AND REGISTRATION OF INTERESTS

None

3.00 POLICE MATTERS

South Wales Police had provided crime figures from 30th December 2020 to 18th February 2021 as follows: -

53 x Covid Breaches with vehicles turned around from visiting Castell Coch; 3 x Covid Breaches with Fixed Penalty Notices issued; 10 x Covid Breach / Anti-social behaviour of youths gathering – Fixed Penalty Notices and Anti-social referrals made; 3 x Anti-social behaviour; 1 x hate crime; 1 x violence; 1 x attempted break-in to garage; 1 x theft of trailer; Parked van moving mountain bikers: Parking incidents on Castle Road.

South Wales Police have asked that when persons are reporting incidents please can information be provided such as descriptions, clothing, distinctive trainers, hairstyle etc that will assist them in making an identification and have stressed that timely and accurate reporting helps. Where persons are reporting anonymously it makes it difficult for the police to request any further information or to provide victim care.

4.00 PUBLIC MATTERS

No public attended the meeting.

5.00 MATTERS ARISING FROM THE PUBLIC SESSION

No matters arising.

6.00 CONSIDERATION & APPROVAL OF THE MINUTES OF THE ORDINARY MEETING ON 25TH JANUARY 2021

The minutes of the meeting were agreed and approved. All agreed.

7.00 MATTERS ARISING FROM THE MINUTES AND ANY REMAINING BUSINESS FROM THE MEETING

7.01 Item 6 Regarding the 2021 census.

Clerk has placed information for residents on the Community Council website.

7.02 Item 8 Regarding new website

The website developers will be providing an online demonstration of the website template on Wednesday morning which the Clerk will be attending.

- 7.03 Item 10.04 Regarding village festive lights
Cllr Mike Jones-Pritchard has contacted Cardiff Council Parks who have confirmed they will trim the branches of the cherry tree to allow more growth for the redwood tree. Centregreat are awaiting costs from their suppliers for lights for the tree and will provide a quote for Christmas 2021 in due course.
- 7.04 Item 10.06 Regarding Japanese Knotweed case on Castle Road.
Questgates Solicitors have confirmed they will be resuming their representation of the Community Council. They have been provided with a copy of the survey report.
- 7.05 Item 13.2 Regarding Society of Local Council Clerks (SLCC) membership
The Clerk has registered to join the society. St Georges Community Council has paid the full annual subscription and invoiced both Tongwynlais and Old St Mellons for a 1/3rd share of the costs.
- 7.06 Item 14.02 Regarding quotes for installing a frost thermostat.
Clerk has sourced a quote for a frost thermostat with a range between 3-10oC from Screwfix for £20 which would require installation.
Clerk has contacted Limegreen for a quotation to supply and install a frost thermostat.
- 7.07 Item 14.04 Regarding trimming of trees and removal of gate at park near Llywn Mallt estate.
Cllr Mike Jones-Pritchard confirmed that Cardiff Council Parks have trimmed the trees to aid with the summer mowing programme and the gate was removed as it has fallen into disrepair.
- 7.08 Item 14.05 Regarding sleepers to be removed on park behind Castle Road
Clerk has contacted Cllr Peeter Tiidt who will arrange to have the sleepers removed.
- 8.00 CONSIDERATION OF THE NEW NOTICEBOARD QUOTATION**
All Council members were provided with details of the quote from Harry Stebbing Workshop. Clerk confirmed details of 2 further quotations which were more expensive.
Mike Griffiths proposed to accept the quotation from Harry Stebbing workshop, Graham Walters seconded. All agreed.
AP Clerk to contact contractor to arrange the noticeboard purchase.
- 9.00 CONSIDERATION OF KNOTWEED CONTRACTOR TREATMENT PROGRAMMES**
Chair Brian Griffiths highlighted information from the recent survey completed at the allotments and commended Cllr Peeter Tiidt for the work he has done managing the knotweed. Chair Griffiths commented on the request by the Council insurers who have insisted a contractor is hired to remove the knotweed or they apply limited cover to the policy. He stated that the Community Council has been left with no option but to appoint a contractor with the Council facing expensive costs. The Council discussed the various recommendations for treatment programmes provided by the surveyor and Chair Griffiths stressed that options are limited as excavation of the land is impractical as is spraying of herbicide due to the nearby stream and beehives. The surveyor has recommended spot treatment only of the areas of knotweed which continues the work already carried out by Cllr Tiidt. Cllr Mike Griffiths asked about the dead canes being left on site by the contractor and asked if they could be removed to a designated landfill. Cllr Mike Jones-Pritchard advised that they could be removed but it is not essential and could be left on site. The Community Council agreed to hire the contractor for a 5-year treatment programme with a 5-year guarantee. Cllr Caryn Hill asked if the payment could be made in instalments over the 5 years to help reduce the impact on the budget.
AP Clerk to check there are no penalties to pay by instalments.
AP Clerk to contact the contractor to arrange treatment.
- 10.0 CLERK'S REPORT OF CORRESPONDENCE**
- 10.01 Cardiff Council are implementing changes to weekly rubbish collections from w/c February 22nd and Tongwynlais will change to a Friday collection.

- 10.02 Social Farms & Gardens Wales are offering free bulbs to community groups in Cardiff. Chair has asked the Clerk to ask if it would be possible for the Community Council to have some daffodil bulbs to plant around the village. Clerk has requested daffodil bulbs and is awaiting further information.
- 10.03 Rebecca Light has been appointed as the new Electoral Services Manager for Cardiff Council.
- 10.04 Cllr Graham Walters has agreed to complete the PAT testing for small electrical appliances in the Tanyard as it is now due the annual test. Cllr Walters advised that he is awaiting the machine to be calibrated before he can complete the test.
- 10.05 Chair has asked the Clerk to contact the Land Registry Office to enquire into the status of the voluntary ownership application for the footpath from Wellington Street to Birch Hill which was submitted in April 2020. Clerk is awaiting a response.
- 10.06 Chair has asked the Clerk to contact Cardiff Council to enquire into the status of the Community Council taking over ownership of the lane behind the properties on Castle Road which was submitted in January 2019. Clerk is awaiting a response.
- 10.07 A local resident has written to the Clerk asking if the Community Council will be offering financial support to local businesses in Whitchurch and Tongwynlais. Chair has instructed the Clerk to respond advising that the Community Council does not have available funds and to suggest he contact Cardiff City Council or Welsh Government. Chair asked Cllr Mike Jones-Pritchard to look into the possibility of any additional help that could be offered.
- 10.08 Cardiff Council have advised the previously consulted Public Spaces Protection Order relating to dog controls is to be implemented where fixed penalty notices of £100 can be issued.
- 10.09 The Independent Remuneration Panel is reviewing the framework for remuneration of Town and Community Councils and is asking for expressions of interests by 1st March for Councils who would like to participate in the process of the review. The outcome of the review will be put out for consultation where all councils will have an opportunity to comment.
- 10.10 The Eden Project is holding a free virtual community camp in March with a mix of practical activities, workshops, and networking opportunities. The course spans 4 weeks with 2 sessions per week. At the end of the course, you can receive a certificate confirming completion of a Prospect Awards Endorsed Programme in Creative Community Leadership. For more information, and to apply go to: <https://www.edenprojectcommunities.com/community-camps>
Cllr Caryn Hill and Cllr Mike Jones- Pritchard expressed an interest.
AP Clerk to forward information to Cllr Hill and Cllr Jones-Pritchard
- 10.11 Clerk reported on behalf of Cllr Ceri Lane who attended the recent One Voice Wales meeting which representatives from HM Land Registry attended to advise that it does not hold a clear account of land belonging to town and community councils such as ownership of grass verges etc and is urging councils to register ownership with them. As an initial step in the process, they have circulated a generic survey asking on what kind of land is owned, what records are held and what would encourage registration which the Clerk has completed.

11.00 PLANNING

- 21/00259/MNR Construction of 2 bed dwelling accessed off Cae Lewis, Rear of 11 Pantgwynlais
The Community Council had no comment on the application.

- 20/02656/MNR Change of use from a single dwelling into 2 separate houses, Castell Coch Farm, Mill Road
The Community Council discussed details of this planning application but made no comment of the proposals.

12.00 FINANCIAL MATTERS INCLUDING APPROVAL OF CHEQUES

- 12.01 WG have advised that the publication of the annual accounts for 2020-21 will follow the same timetable as last year. The internal audited approved accounts must be published by 31st August 2021 and submitted to the external auditor. The completed final audited accounts must be published by the 30th November 2021.
- 12.02 Clerk has completed the Q3 Bank Reconciliation and forwarded to Cllr Ceri Lane for her review.
- 12.03 Clerk reported that correspondence had been received from Bionic who have provided quotations for electricity energy contracts at the Tanyard Hall. The Community Council discussed the quotations and agreed to the cheapest offer only if it was provided by a green renewable energy supplier.
AP Clerk to respond to Bionic asking if the company was a green provider.
- 12.04 Clerk reported the following bills since the last meeting: -
Christmas Lights installation costs, Gas Bill, Electricity Bill, SLCC 1/3rd cost of annual membership, Wages/Expenses.

Expenditure

Centregreat Limited Xmas Lights	1824	-5011.20
Opus Energy Gas Bill	d/d	-168.71
Opus Energy Electricity Bill	d/d	-25.33
SLCC 1/3 Annual Membership	1825	-59.33
Wages & Expenses Feb	1826/1827/1828	-650.11

- 12.05 The Finance Report was presented to the Council and agreed.

13.00 COUNCILLORS REPORTS

- 13.01 Cllr Graham Walters raised the following items: -
- a) Flower Beds below Tongwynlais signs
The Community Council agreed they would like the flower beds to have a tidy up with planting of annual flowers or bushes to provide colour.
AP Chair Brian Griffiths to look at the flower beds and make some recommendations
- b) Lack of Rugby Pitch at playing fields
Chair Brian Griffiths advised that the rugby club were informed they would have no facilities this season but work on the field should be completed by September.
- c) Condition of grass in park
Chair Brian Griffiths asked if Cllr Mike Jones-Pritchard could enquire if matting could be placed to help with the poor condition of the grass.
AP Cllr Mike Jones-Pritchard to make enquiries.
- d) Greenmeadow Drive Estate issues: -
- i) Condition of front of flats Greenmeadow Drive
 - ii) Grass verges – installation of bollards?
 - iii) Drainage
 - iv) UPVC cladding on garages

v) Cutting of trees in Greenmeadow wood

Chair Brian Griffiths advised that all these issues were Cardiff Council responsibility.
AP Cllr Walters to arrange discussion with Cllr Jones-Pritchard

e) Rendering on Tanyard

AP Chair Brian Griffiths to provide contractor details to the Clerk to arrange quotations for works needed.

f) Village Hall Lights

Chair Brian Griffiths confirmed the Christmas lights have now been removed.

g) Community Council employees

Clerk has provided information regarding lockdown working arrangement of employees.

- 13.02 Cllr Mike Griffiths reported that the school patrol warning sign by the church is facing the wrong direction.

AP Cllr Mike Jones-Pritchard to contact Cardiff Council Highways

- 13.03 Chair Brian Griffiths reported that the ladies from the school gardening club have contacted him to say they would like to see the hanging baskets up in the village again this year. The baskets are usually filled by the school club, but this may not be possible due to current restrictions on extra-curriculum clubs. They have asked if it might be possible to have volunteers to help with the baskets. Cllr Mike Jones-Pritchard advised that it would not be currently possible due to Covid Regulations. Chair Brian Griffiths advised that the help would not be needed until April. It was agreed to review at a later date.

14.00 DATE OF NEXT MEETING

The next Community Council meeting will be held virtually on Monday 29th March at 19.30hours. The meeting closed at 20:25 hours.