

St. Fagans Community Council

Minutes of the Council Meeting held on Tuesday 3rd August 2021 at 7.00 pm

In accordance with the Local Government and Elections (Wales) Act 2021 this meeting took place remotely using the Zoom social media platform. This was advised with due notice on the Council's website and registered elector wishing to attend the meeting were advised that they should contact the Clerk using the Council's email address and that he would then advise the meeting number and password (this was not publicized on the website for security reasons). The Clerk then controlled entry to the meeting using the waiting room facility.

Present:	Councillors	C O'Brien (Chairman) D Bradley, C Heyworth, C Price, J Hughes, F Lewis, T Pallier, R Williams
Apologies:	Councillor	J Griffiths
In Attendance:	Clerk	Mr A Gowman
Members of Public in attendance – confirmed on electoral register.		No members of the public were present

Minute No. 8.21	
1	<p>Declarations of Interest</p> <p>Cllr Lewis declared an interest in minute no. item 9.3 as she is a resident of St Fagans Drive, she provided information for the information of members and as there were no resolutions to be made did not withdraw from the meeting.</p>
2	<p>To Consider the Minutes of the Meetings of 6th July 2021</p> <p>The minutes of the following meetings of 6th July 2021 were approved (2 amendments made).</p>
3	<p>Police Matters</p>
3.1	<p>Statistics for July</p> <p>Members registered their disappointment that the above statistics had not yet been received.</p>
3.2	<p>Members noted details of the meeting of 13th July meeting between SFCC members, Cllr Peter Bradbury, Cardiff Councillors from Ely and Fairwater, police and Chris Hyde (Plymouth Estate) to discuss fires and ASB in Westfield Park/Plymouth Woods. There was agreement all round that there are significant problems which have been getting worse for some time with concerns expressed about the safety of both local residents and other park users. The conclusion was reached that to have any chance of success senior people such as the Police and Crime Commissioner need to become involved – SFCC and Cllr Bradbury to try and facilitate.</p>
3.3	<p>Cllr Lewis reported instances of razor blades being inserted into notices allegedly by anti-vaccination campaigners and advised care when considering their removal.</p>

4	<p>Public Session</p> <p>There were no members of public in attendance.</p>
5	<p>Community Projects</p> <p>5.1 Rhydlafar</p> <p>Cllr Hughes reported that the Cardiff Council officer he had been dealing with about the surface and drainage problems (see minute 6.1.04.21) has left the Council and he has approached the Parks Manager to ask for his input.</p> <p>Cllr Heyworth reported the weed problem which is making the Rhydlafar estate look disheveled and unkempt. The Clerk was instructed to approach Cardiff Council with an offer to fund the works. She also reported that the black and white chevrons on the roundabout at the bottom of Church Road needed repainting, the Clerk was instructed to contact Cardiff Council to request this be actioned.</p> <p>5.2 Westfield Park</p> <p>Members noted the following actions:</p> <ul style="list-style-type: none"> • 21st July – working group meeting held updates/amendments made to the action plan. • Volunteer Day scheduled for 10.00 to 13.00, Saturday 7th August - Cardiff Council communications team will be promoting the volunteer days. (work has been scoped, agreed and specified in a meeting between Cllr Hughes and Cardiff Parks officers on 28th July. • Benches to be installed 3rd week of August. • Further tree planting to take place using Welsh Government grant funding. <p>5.3 Trem Y Coed</p> <p>Replacement lettering ordered for the noticeboard to ensure a bilingual header – cost £124.00. (see minute no. 7.21.6.3). The Clerk reported that the original quote in the sum of £228 had been reduced by purchasing the lettering separately rather than as part of a new header with letters – he hoped to install the letters himself.</p> <p>No progress re: finishing works (see minute no. 7.21.5.3) – Persimmon Homes are still not engaging with any requests for action.</p> <p>5.4 Village</p> <p>Cllr Lewis has asked Cardiff Parks Manager to chase up the reinstatement of the area to the front of St Marys church. She also asked him to investigate who is responsible for the grass areas on St Fagans Drive.</p> <p>Flowers are now in the three new planters – cost £83.50 although a few had been stolen from the planter at the top of Michaelstone Road. Members noted that the planters had been installed by the Plymouth Estates maintenance team and that this has been at no cost to SFCC, the clerk was instructed to thank Chris Hyde for this generous act. There have been favourable comments from local residents about the impact of the planters.</p> <p>In respect of the proposed gate in the park by the railway line – Chris Hyde has granted</p>

	<p>permission to ask Steve Dudley (Plymouth Estates) to instal the gate. The Clerk reported that he had obtained specifications and quotes from 5 different suppliers of gates, he recommended the purchase of a 3.3m gate from secure-a-field.co.uk. and it was Resolved to place the order with them.</p>
5.5	<p>Cae St Fagans Members noted that the site meeting to update members on the progress of the development of the Cae St Fagans estate scheduled for 31st July had taken place with the Clerk, Cllrs Bradley, Hughes and Lewis in attendance.</p>
5.6	<p>Maes Y Deri The Clerk had distributed the latest development layout for the Maes Y Deri estate and Members the rapid rate of development and the mix of properties. The Clerk confirmed that he had requested and received an updated electoral register for the ward which showed that since 2018 there had been a 23% increase in the number of registrations.</p>
5.7	<p>Defibrillators Cllr Hughes reported the sad death of someone in Solihull following a heart attack. It transpired that no-one knew the locations of the local defibrillators. The clerk was instructed to ensure that the location of the SFCC defibrillators is prominent on the website and also on the Council's noticeboards, he confirmed that he would contact Welsh Hearts to obtain posters.</p>
6.0	<p>Planning</p>
6.1	<p>Cllr Lewis, as the Chairman of the planning committee, gave Members a verbal summary of the discussions of the planning committee meeting which had taken place immediately prior to the Council meeting, the minutes of the meeting will be presented (to be noted) at the next Council meeting on 3rd August 2021.</p>
6.2	<p>Parking Restrictions Signs – Plymouth Arms Car Park Members noted correspondence received from the relative of a local resident whose external views from her house were affected by the signs recently erected in the Plymouth Arms car. Further to SFCC's previous consideration of this matter (minute 07.21.5) in which SFCC deem the signs to be unsightly and out of character in the village conservation area it was agreed to contact Cardiff Council again to ask them to review their previous decisions on the matter.</p>
7	<p>Environmental Matters</p>
7.1	<p>Streets cleaning/Litter Cllr Lewis provided feedback to Members on the organized litter pick which had taken place on 31st July in partnership with Keep Wales Tidy (this meant that the litter pick was covered by their insurance policy). Gareth Davies, the Keep Wales Tidy officer was in attendance and he gave a short talk prior to the litter pick. Future litter picks will be organized in conjunction with Keep Wales Tidy – dates to be confirmed. Cllr Williams reported that he had noticed several instances of what appears to be fly tipping on land within the curtilage of the cricket club grounds and suggested that the club be approached to see if they would like a skip provided to enable them to dispose of the items</p>

<p>7.2</p>	<p>to be funded by SFCC. The Clerk confirmed that he would approach them with the suggestion.</p> <p>Flooding</p> <p>The Chairman had prepared a draft Flood Action leaflet for distribution to the residents of the village (per minute no. 7.21.8.2) for Member consideration. A few minor amendments were agreed and the Clerk is to liaise with the Chairman to finalise the leaflet for distribution and uploading to social media.</p>																				
<p>8</p>	<p>One Voice Wales</p> <p>Cllr Hughes reported that he had attended the Chairs Area Committees Meeting on 2nd August 2021 and that he will be providing a written report of the business discussed at the next meeting.</p>																				
<p>9</p> <p>9.1</p>	<p>Correspondence</p> <p>The following items of correspondence were noted.</p> <table border="1" data-bbox="180 864 1500 1182"> <thead> <tr> <th>Ref</th> <th>Date</th> <th>Item</th> <th>Action</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>07/07/2021</td> <td>Email from resident near Falconwood Drive - re: tree removal in the park</td> <td>Copied to members - 9/7/21</td> </tr> <tr> <td>2</td> <td>09/07/2021</td> <td>Business Wales Financial Support</td> <td>Copied to members - 11/7/21</td> </tr> <tr> <td>3</td> <td>12/07/2021</td> <td>Letters from the First Minister re: Littering and Flooding issues in the community</td> <td>Copied to members - 13/7/21</td> </tr> <tr> <td>4</td> <td>15/07/2021</td> <td>Digital Contact with South Wales Police</td> <td>Copied to members - 15/7/21</td> </tr> </tbody> </table> <p>9.2 The Clerk reported that he had tried to contact Cllr Thomas to arrange a meeting (per minute 7.21.10.1) and has yet to receive an acknowledgement or reply.</p> <p>9.3 In respect of the e-mail from a resident of St Fagans Drive considered in the July meeting (minute no. 7.21.10.1 – Item 11) re: legal responsibility for grass cutting advice has been obtained from OVW and further research into the matter including liaising with Cardiff Council is on-going. The matter will be considered further in the meeting of 7th September.</p> <p>9.4 Cllr O'Brien reported that he had been contacted by 2 local residents offering their help with flooding matters in the village, before responding to these offers the Clerk was instructed to contact OVW to ascertain the insurance implications of using volunteers in the provision of Council services.</p>	Ref	Date	Item	Action	1	07/07/2021	Email from resident near Falconwood Drive - re: tree removal in the park	Copied to members - 9/7/21	2	09/07/2021	Business Wales Financial Support	Copied to members - 11/7/21	3	12/07/2021	Letters from the First Minister re: Littering and Flooding issues in the community	Copied to members - 13/7/21	4	15/07/2021	Digital Contact with South Wales Police	Copied to members - 15/7/21
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<p>10</p> <p>10.1</p> <p>10.2</p>	<p>Finance</p> <p>Financial Requests</p> <p>There were no requests for financial support.</p> <p>Approvals</p> <p>Members scrutinized the financial report of 3rd August 2021 and the following payments were approved:</p>																				

Payee	Item	£
A Gowman	Salary and Expenses - July 2021	490.96
Cardiff Council LGPS	LGPS Deductions - July 2021	142.12
A Gowman	Reimbursement - Printing of Newsletter	349.00
A Gowman	Reimbursement - Purchase of bulbs for planters	83.50
SLCC	Purchase of Arnold Baker - Local Council Administration	123.80
SLCC	Membership September 2021 to August 2022	130.00
XLN (SO)	Broadband - July 2021	82.73
Greenbarnes Ltd	Lettering for Trem Y Coed Noticeboard	148.80
Vision ICT	Website Hosting	72.00
Secure-a-field	Gate for Land at Railway Line	510.80

10.3 Bank Reconciliation 2021/22 - Quarter 1

Members noted that the Clerk had undertaken the bank reconciliation for quarter 1 and that Cllr Price had signed it (to be collected by the Clerk).

10.4 Proposal to use on-line banking

The Clerk reported that he was still researching the introduction of on-line banking for the Council's current account (Cater Allen) as an additional method to make payments (see minute no. 7.21.11.4) but was not finding Cater Allen particularly helpful to date.

11 Wales National History Museum

The Clerk confirmed that he had yet to contact the museum to arrange a catch up meeting.

12 Council Website/Other Council Communications

The Clerk reported that the cost of the summer newsletter was £291 for the 1,600 copies (4 sides of A4 on glossy colour paper) and that he was aware of some complaints about the distribution process he had received a number of favourable comments about the content and layout).

13 Attendance

Members noted the attendance report

14

Date and Time of Future Meetings - Meetings to be via Zoom until further notice.

3rd August 2021
7th September 2021
5th October 2021
2nd November
7th December 2021
4th January 2022
1st February 2022
1st March 2022

The Chairman thanked everyone for their attendance and the meeting closed at 9.10 pm.

Confirmed as a correct record:

Dated: 7th September 2021

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