St. Fagans Community Council

Minutes of the Annual Meeting held on Thursday 9th May 2022 at 7.00 pm using Zoom

Present:	Councillors	J Hughes (Chairman) C Heyworth, F Lewis, C O'Brien, T Pallier
Apologies:	Councillors	J Griffiths
In Attendance:	Clerk	Mr A Gowman
	Members of the public	Mr S Mason Mr I Timbrell

Cllr O'Brien, as the outgoing chairman, opened the meeting and welcomed everyone in attendance.

Minute No. 22.A.05	
1	**Appointment of Chairman for 2022/23** The Chairman invited nominations for the position of Chairman for the forthcoming year. Cllr. Pallier proposed Cllr. J Hughes, the current Vice Chairman. There were no other nominations. Cllr. Lewis seconded the nomination of Cllr. Hughes, which was agreed unanimously. Cllr Pallier registered his personal thanks to Cllr Hughes and Lewis for the large amount of work that they perform for the council.
Councillor J Hughes in the Chair Because the meeting was being held remotely the Clerk shared the Acceptance of Office form with Cllr Hughes and all members on-line, he read the form and undertook to abide by it. The Clerk signed a hard copy of the form and confirmed that he would deliver the form for signing by Cllr Hughes first thing in the following morning. He then registered the council's gratitude to Mr Chris Price who had not re-stood for membership of the new council acknowledging his substantial contribution as a councillor on SFCC over many years, the clerk was instructed to convey this to him.	
2	**Appointment of Vice Chairman for 2022/23** The Chairman invited nominations for the position of Vice Chairman and nominated Cllr. Lewis. This was seconded by Cllr. O'Brien and agreed unanimously.
3	**To receive the report of the retiring chairman** Members noted the report attached at Appendix A
4	**To receive the declarations of personal and personal/prejudicial interests** Due to the meeting being held remotely the Clerk was instructed to distribute and receive the declarations via email before the next meeting to report back to council.
5	**Nomination of Council Representatives:** **a) One Voice Wales (OVW)** Cllr. Hughes, the current representative, expressed his willingness to continue. This

	was agreed. Cllr. Hughes also referred members to the OVW Innovation Awards which have just been made which highlight the achievements of many Councils in Wales. **b) Cardiff North West Partnership** Cllr Lewis expressed her willingness to continue as the Council's representative. This was agreed. **c) St Fagans Village Hall Association** The Chairman explained that the Council, as Custodian Trustee, is entitled to have a representative on the Association. It was agreed that Cllr. O'Brien will represent the Council at the meetings of the Village Hall Association.
6	**Appointments to Committees** The following Committee/Workgroup memberships were agreed: ▲ Planning: Cllr. Lewis (Chairman) and Cllrs. Griffiths, O'Brien, Pallier. It was also agreed to that Cllr Hughes would be a reserve for the committee. The Committee consider all applications for development that impact the community area and make recommendations to Council thereon. The Committee will also consideration the work of the Cardiff North West Group and liaise with that Group as necessary.
7	**Appointment of Internal Auditor for 2022/23** The Clerk confirmed that the current auditor, Joanna Howell, was willing to continue. He expressed the view that she had done an excellent job last year and recommended that she be re-appointed. The appointment of Joanna Howell was approved.
8	**Standing Orders and Financial Regulations** It was Resolved to make no amendments to the existing Council standing orders and financial regulations. In respect of financial regulation 2.2 it was Resolved to appoint Cllr Pallier to as the independent verifier of the quarterly bank reconciliations.
9	Review of the council's and staff subscriptions to other bodies: • One Voice Wales • Society of Local Council Clerks It was Resolved to continue membership of these organisations for 2022/23.

10	Review of procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998 These were reviewed in December 2021 and were not amended.
11	Establishing the council's policy for dealing with the press/media The council does not currently have such a policy, the clerk was instructed to contact One Voice Wales to ask if they have a template which it can consider.
12	Dates and Times of Meetings It was Resolved to approach the village hall committee to see if there is availability at the hall for meetings on Thursday evenings and , in the event that there is to hold the next meeting on Thursday 9th June. It was acknowledged that future meetings had to be accessible virtually whether they are in person or not and, to this end, the clerk confirmed that he would be seeking technological solutions to improve the quality of the sound to those accessing remotely.

There being no other business, the Meeting closed at 7.35 pm.

Confirmed as a true record …….

Cllr J Hughes,
Chairman

9th June 2022

Appendix A

Chairman's Report 2022

In May 2021 the COVID-19 Pandemic was still in full swing. Masks mandatory, the vaccine roll-out just getting up to speed, and Community Council meetings still taking place remotely. In fact at the time of writing meeting are still being carried out remotely, with remote access now a legal requirement within Wales.

Despite the lock-downs there has been no let-up of activity throughout the year. The Community Council Planning Subcommittee has continued to scrutinise planning applications across the ward to ensure development works preserve both the character of this historic area and ensure residents and the environment in the ward are not put at undue risk. Also the newly formed Flood Action Working Group formed in response to the frequent flooding issues has been exploring ways to reduce the impact of heavy rainfall and respond to events if and when they occur.

The Community Council continues to be a champion of improving safety in the ward, including by installing gates at the park at the railway line to limit access to the river, and pushing for improvements in driving and parking standards to help keep pedestrians and other road users safe. In particular the Community Council is striving to make the ward greener and healthier. We have a statutory obligation to work towards a net improvement in biodiversity and have planted dozens of fruit trees and flowering plants around the ward. It is a key objective of the Community Council to work for the betterment of the whole area, from the southern extents of Westfield Park and Trem y Coed, to Rhydlafar in the north and to our new very welcome neighbours in Cae St Fagans in the east. Our work to reduce environmental plastic through litter picking, clearing paths of vegetation, and making spaces for people to sit and enjoy or green spaces has been well supported by both Cardiff Council and community members, and we look forward to building pride in our ward and our community in 2022.

As the outgoing Chairman I would like to take this opportunity to thank all the Community Council members for the continued hard work they contribute to the community, and in particular would like to extend a heartfelt thanks to those Councillors who will be leaving the Council in 2022, Councillors Chris Price, Ryan Williams and Dale Bradley. Your contributions have all been invaluable and have no doubt you will continue to be valued members of the community.

Finally I would like to wish the incoming Chair the best of luck for 2022. I will stick around and hope to help work towards a healthier, safer and greener St Fagans throughout the coming year.

Chris O'Brien
Chair, St Fagans Community Council