St. Fagans Community Council

Minutes of the Council Meeting held in the village hall and also remotely via zoom on Monday 9th June 2022 at 7.00 pm

Present:	Councillors	J Hughes (Chair), J Griffiths, F Lewis and C O'Brien (via zoom),
Apologies:	Councillor	C Heyworth, T Pallier
In Attendance:	Clerk Cardiff Councillors	Mr A Gowman C Brown-Reckless, A Gibson and R Livesey
Members of Public in attendance – confirmed on electoral register.		Mr S Mason Mr B Pathak

The Chair welcomed the members of the public and the newly elected Cardiff councillors. It was explained to the councillors that
for the purpose of this initial meeting with them that they would be asked to present in private from each other to allow them to be able to speak freely but that for future meetings this may be organized differently.

Minute No. 6.22	
1	**Declarations of Interest** There were no declarations of interest.
2	**To Consider the Minutes of the annual and ordinary council meetings of 9th May 2022** The minutes of both of the meetings held on 9th May 2022 were approved.
3	**To receive presentations from the newly elected Cardiff Councillors** An invite had been extended to each of the 3 new Cardiff Councillors with a request to give a short presentation of what they saw as their role for the community and to address the following SFCC aims: Partnership aims with Cardiff Council Projects 1. To work together to secure and jointly fund a replacement play surface for Rhydlafar Park – initial steps have been initiated with a survey funded by SFCC. The costs are likely to be significant and although SFCC is committed to allocate some funding the project will require Cardiff's financial input – section 106? 2. To make improvements to Westfield Park to tackle anti-social behaviour.

	3. To repair/replace the rotten railings in Windsor Clive Drive, Rhydlafar. SFCC has resolved to commit £4.6k to this in line with a quotation in March form Kordels Civil Engineering but, due to significant deterioration since then, they have re-visited and are due to re-quote this week – can this be joint funded with Cardiff? Other Matters 1. SFCC make informed and constructive observations on planning applications affecting the area. These are being ignored and as a result the community is suffering from issues such as flooding, highways deterioration and air pollution. 2. Parking in the village is an on-going issue with inadequate measures in place with requests for traffic calming alterations and no parking measures being ignored, there are considerable risks to the safety of pedestrians involved. 3. Anti-social behaviour across the community e.g. off-road biking and drug use. 4. The state of the highways – we have persistently drawn to the council's attention the false economies of repairing the holes in the roads which re-appear in a matter of days without any response or obvious change practice. 5. Biodiversity – SFCC are acutely aware of the need to protect the environment for future generations and are seeing these aims over-ridden by commercial considerations in particular the profits of developers with token gesture programmes to satisfy the biodiversity agenda. An honest partnership based to this is required by all concerned. Each councillor presented their vision for how they plan to fulfil their new roles within the newly created ward of Pentrych and St Fagans with the challenge of having 3 councillors. Members were pleased to note that each councillor expressed a desire to work cooperatively to represent the area and also with the community council. The chairman thanked each councillor in turn for their presentation and wished them wished them every success in their new roles. He confirmed that, given the commitment from each councillor to work jointly with each other, future meetings will be organized in which all councillors will attend jointly.
4	**Finance**
4.1	**Financial Requests** There were no applications to report.
4.2	**Approvals** Members scrutinized the financial report of 9th June 2022 (Appendix A) with the following payments being approved:

Payee	Item	£
A Gowman	Salary and Expenses - May 2022 - includes pay increment w.e.f. 1st April 2022	652.38
Cardiff Council LGPS	LGPS Deductions - May 2022	201.19
XLN (SO)	Broadband - May 2022	82.73
A Gowman	Reimbursement - Flame Protection treatment for tree sculpture	104.48
A Gowman	Reimbursement - Wood hardener treatment for tree sculpture	22.30
A Gowman	Reimbursement - IT equipment for zoom meetings	47.98
Cooke and Arkwright	Ground rent - village hall June to September	125.00
Axework Arts	Tree Sculpture	600.00
Zurich	Insurance 1st June 2022 to 31st May 2023	860.47
Taylor Total Weed Control	Weed control in the railway line park	108.00
Village Hall Association	NNDR 2022/23	316.99
Cllrs Hughes and Lewis	Senior Role Allowances and Chairman's Allowance	1,400.00
Cllrs Hughes and Pallier	Determination 44 allowances 2022/23	300.00
A Gowman	Reimbursement - Wood hardener treatment for tree sculpture	33.48
A Gowman	Reimbursement - Wood hardener treatment for tree sculpture	21.18
		4,876.18

4.3 **To receive the Village Hall Accounts for the period March 2021 to February 2022**

The Village Hall Accounts for the period March 2021 to February 2022 were noted.

4.4 **Budget 2022/23**

Budget 2022/23 - Following the meeting of 9th May the updated budget for 2022/23 was noted – see Appendix B

4.5 **Insurance Policy**

The Clerk reported that the insurance policy has been renewed with Zurich Insurance on a 5 year fixed rate deal of £860 per annum. Three alternative quotes were sought with the only company to quote being Gallaghers who quoted £2,100 per annum.

5	**Public Session** SM raised concerns relating to the state of the highways which related to the discussion under item 9.1. The Clerk thanked SM for his technical input into the meeting including use of his macbook which meant that the previous problems with sound quality in the pilot hybrid meetings were overcome.
6	**Cooption of members** Cardiff council had advised SFCC that following the election of 5th May the 3 vacant positions on SFCC can be filled by co-option. At the meeting of 9th May it was resolved that, in order to be consistent with previous approaches and to offer fair opportunity to all in the community, the 2 applicants would have a meeting with the chairman, vice chairman and clerk with a subsequent recommendation to council. It was agreed to try and hold these meetings in the week commencing 20th June.
7	**Community Projects**
7.1	**Rhydlafar**
7.1.	Windsor Clive Drive railings - further to minute no. 5.22.6.1.1 the Clerk reported that Kordels Civils and Buildings had revisited the site and due to the further deterioration and the significant level of inflation impacting building supplies submitted a revised quotation of £7,713. In the light of this on 30th May the Clerk had circulated members via e-mail and it was proposed to contact Cardiff to explore partnership funding opportunities for this again, he reported that a member of the parks department had responded to say that they would seek alternative quotes and report back with costs and a joint funding proposal.
7.2	**Westfield Park** The Clerk was reminded to chase up the replacement Christmas tree light electrical connection on the lighting column adjacent to the entrance to Westfield Park sign.
7.3	**Trem Y Coed** Cllr Hughes reported that there are still some gaps in the perimeter fencing around Trem Y Coed which he had yet again raised with Persimmon without a response/action to rectify.
7.4	**The Village** Reference minute no. 1.22.6.4.1 (carved wooden train for the park by the railway line) the clerk reported that the sculpture is currently in Cllr Lewis' garden, it has received 3 coats of wood hardener and is now being treated with fire retardant which has been purchased. The plan is to fix the train on its track using rebar which will be fixed to the train with resin and then set in concrete.
7.5	**The Queen's Platinum Jubilee** Reference minute no. 5.22.6.5 the clerk reported that he had not yet contacted the maternity ward of the university hospital for Wales to identify any newborns between the dates of 2nd to 6th June to be offered one of the jubilee coins.

8.0	**Planning** Member noted that the planning committee was due to meet on 13th June.
8.1	Cllr Lewis reported that she was hearing rumours of "drift" in the timings for the Cardiff Replacement LDP.
8.2	**Proposed re-location of Pentyrch Surgery to Rhydlafar** The clerk reported that he had checked on the latest progress in respect of the proposed Pentyrch surgery re-location to Rhydlafar by contacting the community health council who responded as follows: ***"Thank you for your email, the CHC has received confirmation that no further submissions from either the Health Board or CHC are required, as the Ministers office has enough to make a decision.*** ***The CHC are currently waiting for the Ministers decision. However, from discussions no timescales have been identified at this time for any announcement.*** ***Once we have a decision we will of course communicate this."*** Cllr Hughes confirmed that he was due to attend a launch event on "The case for a Llantrisant to Cardiff Metro" on the 10th June given by the First Minister for Wales and if he got the chance that he would ask him about the surgery. He also invited members to submit any comments or questions they would like him to raise relating to the metro proposals.
9	**Environmental Matters**
9.1	**Highways Matters** Cllr O'Brien had circulated a draft pedestrian prioritisation scheme plan to members on 10th May for council consideration. He argued that: "I think that while St Fagans village should be 20 mph and having seen even this lunchtime people pushing prams around cars on castle hill I think this is a set up that needs to be installed soon. The village was built before motor vehicles, which are currently prioritised. This needs to change but we cannot change the historic buildings to make space for pavements so they should be built into the roads for the most part and traffic calming measures put in place to make them safe for pedestrians." Members considered the accompanying draft plan and submitted a number of comments which Cllr O'Brien said he would incorporate into a revised plan to be brought back to council for further consideration. Cllr Lewis reported that she had again contacted Cardiff Council about the spelling errors on the new street signs that they had installed in the village although they had managed to correct one of the three signs involved.
9.2	Reference minute no. 5.22.8.1 the reply received from Cardiff council concerning SFCC's discontent with the poor state of the highways across the council's area, the Clerk was

instructed to write to the new cabinet member for highways and also to liaise with the ward's new councillors.

9.3 **Streets cleaning/Litter**

Cllr Lewis confirmed that she would circulate some dates for the next litter pick.

9.4 **Flood/Emergencies Working Group**

Cllr Griffiths reported that he is undertaking a quarterly check of the drains in the village to clear them of debris which may contribute to flooding, for the more serious blockages Cardiff council will be contacted to deal with the issue.

10 **One Voice Wales**

Cllr Hughes confirmed that he is waiting for the minutes of the last OVW meeting which will be circulated. The next Finance Committee meeting is on 10th June.

11 **Correspondence**

The following items of correspondence were noted.

Ref	Date	Item
1	16/05/22	Standards and Ethics Committee - Community Council Member Vacancy - Nominations requested by 10th June please
2	18/05/22	OVW News Bulletin - including Local Places for Nature funding information.
3	23/05/22	Plasdwr highways update
4	23/05/22	CHC - Pentyrch surgery update
5	24/05/22	Cash in the attic TV programme
6	26/05/22	Press release - Llantrisant - Cardiff Metro
7	27/05/22	Age Friendly Communities in Partnership Webinar 2
8	01/06/22	Cardiff Council community council candidate election expenditure claim

Reference item 1 - It was Resolved to nominate Cllr Hughes for submission of an expression of interest in acting as the community council member on Cardiff Council's Standards and Ethics Committee.

12 **Police Matters/Anti-Social Behaviour**

Reference minute no. 5.22.3.2 - crime statistics the clerk reported that he had written to police commissioner Alun Michael and assistant chief constable Jenny Gilmer to request their assistance in receiving meaningful area based statistics on crimes in the area which would enable the council to work with the police on a partnership basis to reduce crime and anti-social behaviour in the area.

13 **Consultation Documents**

There were no consultation documents for this meeting.

14 **Council Website/Other Council Communication/Policies**

14.1 Newsletter – the clerk confirmed that the summer newsletter had been distributed across the community and that feedback to the consultation exercise on the community orchard idea would be recorded carefully.

14.2 The clerk reported that he had now started to upload material on to the council's facebook site and that the new website was being updated regularly as he acquired the skills in using the wordpress software. He confirmed that he still had further skills to acquire in this respect.

14.3 **Media Policy**

The Clerk was instructed to contact Cllr Heyworth to ask her to cast her legal eyes over a draft media policy which had been presented to members.

15 **Attendance**

Members noted the members' attendance report

16 **Date and Time of Future Meetings**

2022
9th June
11th July
1st August
5th September
3rd October
7th November
5th December
2023
9th January
6th February
6th March

Meeting to continue face to face and also via zoom and to start at:

Planning Committee – 6.30 pm
Ordinary Council – 7.00 pm

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

Confirmed as a correct record: Dated: 11th July 2022

…….. ……

Appendix A

St Fagans Community Council			
Financial Report as at 9th June 2022			
		£	£
Cash Book			
Balance at 30th April	Per Cash Book		87,351.17
Balance at 30th April 2022			87,351.17
Payments approved on 9th May 2022			
A Gowman	Salary and Expenses - April 2022	599.82	
Cardiff Council LGPS	LGPS Deductions - April 2022	188.26	
XLN (SO)	Broadband - April 2022	82.73	
Vision ICT	Website hosting and support to 31st July 2022	72.00	
The Radyr and Morganstown Association	Planning Flyer	45.00	
J Howell	Internal Audit Fee 2021/22	175.00	1,162.81
Interest on Swansea Building Society Account	2021/22	7.37	
	29th April 2022	6.87	14.24
	Balance as at 31st May 2022		86,202.60
Items for Approval on 9th June 2022			
A Gowman	Salary and Expenses - May 2022 - includes pay increment w.e.f. 1st April 2022	652.38	
Cardiff Council LGPS	LGPS Deductions - May 2022	201.19	
XLN (SO)	Broadband - May 2022	82.73	
A Gowman	Reimbursement - Flame Protection treatment for tree sculpture	104.48	
A Gowman	Reimbursement - Wood hardener treatment for tree sculpture	22.30	
A Gowman	Reimbursement - IT equipment for zoom meetings	47.98	
Cooke and Arkwright	Ground rent - village hall June to September	125.00	
Axework Arts	Tree Sculpture	600.00	
Zurich	Insurance 1st June 2022 to 31st May 2023	860.47	
Taylor Total Weed Control	Weed control in the railway line park	108.00	
Village Hall Association	NNDR 2022/23	316.99	
Cllrs Hughes and Lewis	Senior Role Allowances and Chairman's Allowance	1,400.00	5,698.57
Projected balances at 30th June 2022			80,504.03
Approved Expenditure Budget 2022/23		40,070.00	
Budget spent to date		8,475.63	31,594.37
Projected Balances in Hand at Year End			**48,909.66**

Appendix B

REVISED BUDGET 2022/2023

	2022/23	Notes
	£	
RECEIPTS		
Precept	42,000	Precept set to generate an end of year surplus of £8k in line with the 5 year plan set in 2019/20 - see below.
Bank Interest	50	
VAT Refund	483	
Total Receipts	**42,533**	
PAYMENTS		
Clerk's salary & travel expenses	11,000	Adjusted to reflect changes to the Clerk's contract of employment
Ground Rent	500	No change
Insurances	800	
One Voice Wales membership	420	
Village Association / Hall	1,200	
Xmas lights	4,500	£3.5k increase - 9th May
Environmental/Crime prevention	1,500	
Community projects	10,000	£5k increase - 9th May
Grants & donations	1,000	
Wreath, floral tributes, etc.	100	
Audit fees	500	Full audit likely by Audit Wales under their new regime
Members' allowances and expenses	2,750	Assumes full take up - 9 x £150 Determination 42, £400 Chairman's allowance and 2 x £500 senior role allowances - Expenditure in 2021/22 is £1,860
Conference / Training fees	1,000	Training coursese for new and existing members - may become mandatory.
Office expenses	500	
Website	500	
Newsletters, social media,etc.	1,000	
Professional advice	1,000	Possible land transaction
Election Costs	1,300	£2.3k decrease - 9th May
Translation Services	500	Occasional translation of Council documents
Total Payments	**40,070**	
Surplus / Deficit (-) for year	2,463	To be transferred to the Capital Projects Reserve - see below.
Projected Balance at start of year	46,000	
Balance at end of year	48,463	

5 Year Financial Plan Set up in 2019/20

Council's Priority Capital Projects	**Estimated Cost**	
Rhydlafar Park Play Area Resurface and Table Tennis Table	30,000	This cost is still unknown and awaiting feedback form Cardiff Council on the cost implications of drainage issues on site - an initial survey is being organised. It is highly likely that the costs will have increased substantially due to price increases in both supplies and labour over the last year.
Westfield Park Children and Adult Play Area	80,000	Council needs to confirm its intentions to be able to obtain estimates
Total	110,000	
Section 106 Funding Confirmed as available for Westfield Project	13,480	
Finance Required	96,520	
Five Year Projection	£	
Precept	42,000	
Fixed Costs	40,070	
Annual Surplus	**1,930**	
5 Years of surpluses	9,650	
Add Start Up Reserve	25,000	
Total Funding Available at Year 5	34,650	
Capital Funding Shortfall	61,870	To be met from future precept increases or Section 106 Monies?
Revenue Commitments		
Council will need to ascertain what the revenue implications are - as yet unknown.		