St. Fagans Community Council

Minutes of the Council Meeting held in the village hall and also remotely via zoom on Monday 11th July 2022 at 7.00 pm

Present:	Councillors	J Hughes (Chair), C Heyworth, , F Lewis, S Mason, C O'Brien (from 8.15 pm), T Pallier, B Pathak
Apologies:	Councillor Cardiff Councillors	J Griffiths C Brown-Reckless, A Gibson and R Livesey
In Attendance:	Clerk	Mr A Gowman
Members of Public in attendance – confirmed on electoral register.		

The Chair welcomed Cllrs Mason and Pathak to the council who have signed declarations of acceptance of office.

Minute No. 7.22	
1	**Declarations of Interest** There were no declarations of interest.
2	**To Consider the Minutes of the annual and ordinary council meetings of 9th June 2022** The minutes of both of the meetings held on 9th June 2022 were approved.
3	**To receive presentations from the newly elected Cardiff Councillors** Apologies had been received from each of the ward councillors who were involved in Cardiff council meetings and they therefore submitted written updates on matters affecting St Fagans. In particular they had a meeting with one of the council officers regarding 106 monies last week with Cllr Brown-Reckless confirming the following: "That meeting gave rise to more questions than answers. I had hoped the council would have responded with some answers before this evenings meeting, but we are still waiting for clarification on important matters such as: • What geographical area money can be spent in (e.g. is some allocated to specific areas of the ward, or can it be spent ward-wide) • What flexibility there is on what money can be spent on beyond narrowly defined community facilities • How oversight of spending is managed to avoid the risk of fraud or mismanagement."

Members instructed the Clerk to ask the ward councillors to remind the relevant council officers that, under the Shared Communities Charter community councils, they were supposed to consult their constituent community councils on section 106 funding.

Members were pleased to receive the updates from the ward members which marked a change from the complete lack of contact from the previous ward member for the area and expressed the hope that this level of contact will continue.

4 Finance

4.1 Financial Requests

There were no applications to report.

4.2 Approvals

Members scrutinized the financial report of 11th July 2022 (Appendix A) with the following payments being approved:

Payee	Item	£
A Gowman	Salary and Expenses - June 2022	607.83
Cardiff Council LGPS	LGPS Deductions - June 2022	192.02
XLN (SO)	Broadband - June 2022	89.87
Information Commissioners Office	Data Protection Fee	35.00
A Gowman	Reimbursement - purchase of 8 litter pickers	28.49
A Gowman	Reimbursement - coffees for meeting with R Carter, Local Places for Nature Officer, OVW	10.55
HMRC	PAYE and NI - 2022 to 2023 - Quarter 1	446.04
A Gowman	Reimbursement of zoom subscription - 11th November 2021 to 10th July 2022 - 8 months at £14.39 (Inc. VAT) per month	115.12
Eyelid Productions	Annual website support	100.00
Allens	Summer newsletters	285.00

4.3 Budget Monitoring 2022/23 – Quarter 1

Members scrutinised the budget monitoring report for the first quarter of 2022/23 – see below Appendix B.

5 Public Session

There were no members of public in attendance.

6	**Community Projects**
6.1	**Rhydlafar** Windsor Clive Drive railings - further to minute no. 6.22.7.1.1 Cllr Hughes reported that he had received contact from Cardiff council and had been promised a quote for either a replacement railing or removing the railing and raising the curb. Cllr Heyworth reminded members about the risk to health and safety of the current poor condition of the fence, the Clerk reported that he had communicated this to Cardiff on several occasions. Cllr Hughes confirmed that he would try to move this unsatisfactory situation as quickly as possible as it has dragged on for too long. In respect of the drainage issues the Clerk was instructed to chase up Cardiff for an update on the alternative soakaway quotes they were attempting to obtain.
6.2	**Westfield Park** The Clerk confirmed that he had recently met with the appropriate Cardiff council officer to try and get the replacement Christmas tree light electrical connection on the lighting column adjacent to the entrance to Westfield Park sign. A request from a resident of Westfield Park to clear the paths to the south of the park was considered and it was agreed to ask Persimmon to action the works as the land is their responsibility pending hand over to the management company for Trem Y Coed.
6.3	**Trem Y Coed** Cllr Hughes reported that he had been in contact with the contractor for Persimmon Homes concerning the gaps in the perimeter fencing around Trem Y Coed who seemed to be aware of the issue and keen to address the situation.
6.4	**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 has now been secured in the park by Cllr O'Brien, members recorded their thanks to him. Members were disappointed to note that the Council's Union Jack and Welsh flags which were up the flag pole in the park appear to have been stolen, the Clerk was instructed to register this with the police.
6.5	**Community Orchard Proposal** The Clerk reported that Cllrs Hughes, Lewis and he had met with Rachel Carter, OVW's Local Places for Nature Officer, on-site on 24th June and she outlined some possible options for the site. She recommended: • Inviting Plantlife (via LA who lives in Quarry cottages) to outline planting options for the site • Contacting Coed Caerdydd for their ideas – site meeting arranged for 27th July

	• Contacting the Local Nature Project Officer – key contact without which will not get any external funding • Checking a right of way issue which may impact the project with Cooke and Arkwright The Clerk reported that he had received a number of emails of support and also concerns and to be able to move on to making a grant application there needs to be a definitive plan which takes due consideration of the impact on local residents and to this end he recommended that any such plan is circulated to all residents of the village with a response form (on paper and electronically) before making any decisions.
6.6	**The Queen's Platinum Jubilee** Reference minute no. 5.22.6.5 the clerk reported that he had sent an email to 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.
7.0	**Planning**
7.1	Cllr Lewis, as the Chair 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 1st August 2022.
7.2	Cllr Lewis reported that she was hearing rumours of "drift" in the timings for the Cardiff Replacement LDP, she also said that in the light of new lower than anticipated population growth projections it would be interesting to see how Cardiff responded to this in its RDLP. She also confirmed that the next stage in the consultation process into the preferred strategy has been put back to January 2023 from October 2022.
7.3	**Proposed re-location of Pentyrch Surgery to Rhydlafar** Members noted with disappointment the decision of the Minister for Health and Social Services dated 29th June 2022 that she is "satisfied that the consultation by the Health Board with the CHC has been adequate and reflects the overarching principles set out in the guidance". Members expressed the view that no consultation had taken place with SFCC even though the surgery will be located within its boundary.
8	**Environmental Matters**
8.1	**Highways Matters** Further to minute 6.22.9.1 – the draft pedestrian prioritisation scheme - the Clerk was instructed to forward the plan on to the ward members and Cabinet member Cllr De'Ath for their response. 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 four signs involved. 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.
8.2	**Streets cleaning/Litter** Cllr Lewis confirmed that the litter pick of 25th June was progressing well with over 20 bags being collected until a downfall of rain interrupted proceedings. It was pleasing to note that a new area was covered with volunteers participating from Maes Y Deri/Goitre Fach. .
9	**Council Website/Other Council Communication/Policies**
9.1	The Clerk reported that feedback has been received in respect of the summer newsletter relating to the community orchard project.
9.2	Draft annual report – the Clerk reported that work is in progress on this and an initial draft will be distributed shortly. He confirmed that on behalf of all Cardiff community councils he had asked OVW if they had a councillor training template which could be followed, OVW had replied that this is on their work schedule.
9.3	The Draft Media Policy as presented was approved and the Chair thanked Cllr Heyworth for her work in scrutinizing it.
10	**Village Hall** Cllr O'Brien arrived part way through the meeting having attended the July meeting of the Village Hall Association. He reported that that the association's finances have recovered well following Covid 19 and that they were considering paying one of the management committee to shoulder some of the increased workload. Cllr O'Brien confirmed that the two items on the financial statements previously considered by council described as "Sales" and "Income" need to be merged as they are "one and the same", this had caused some confusion. There was a discussion of the composition of the management committee Cllr O'Brien will establish this and report back.
11	**One Voice Wales** Cllr Hughes gave a brief synopsis of his annual report to the area committee of 4th July 2022 including: Rachel Carter OVW's new Local Places for Nature Officer has been a shining light since joining OVW. In April 2022 the presentation given by the Rt Hon Alun Michael, Police & Crime Commissioner and South Wales Assistant Chief Constable Jenny Gilmer was very educational to all. As an organisation representing the whole community, he confirmed that OVW must pursue discussions with Commissioners and the Police on a regular basis. The scope of OVW's discussions and the input from all members has been excellent which shows the expertise we have locally, the membership in this area is high [51 out of 52]. The recent Elections in many areas have seen a decline in Community & Town Councillors but, hopefully, as the year goes on, these vacancies will be filled so that Councils can

continue with the work load that they take on board.

He confirmed that he Chairs the Finance Committee of the National Executive Committee and also serves on the Strategic Co-ordination Group for OVW.

He had thanked all OVW staff and in particular Shan Bowden who retired in March this year for her expertise and dedication to her position in this area over many years.

The training package is ever increasing and the standard of training is exceptional and he urged SFCC members to take advantage of it.

As an organisation OVW is receiving ever increasing support from Welsh Government which greatly assists plans for the future.

One Voice Wales has dramatically increased to 653 in membership numbers in the last twelve months and the Area Committees are vital in promoting our organisation.

12 **Correspondence**

12.1 The following items of correspondence were noted.

Ref	Date	Item
1	09/06/22	E-Mail from Cllr O'Brien - Revised suggested pedestrian prioritisation scheme for the village
2	13/06/22	Various e-mails relating to a disorderly group hiring the village hall on 10th June
3	24/06/22	Various e-mails relating to police crime statistics and issues at Maes Y Deri
4	28/06/22	E-Mail from DJ resident of the village - concerns in respect of the orchard proposal for the land adjacent to Quarry Cottages
5	28/06/22	E-Mail from DJ - 3 Quarry Cottages - concerns re: community orchard proposal
6	01/07/22	E-Mail form Cllr Heyworth - draft social media policy

12.2 The Clerk reported that he had contact from Three Shires Limited a sub-contractor working for Network Rail who wished to gain access to land alongside the railway track via the park to clear vegetation. They had confirmed that they would make good any damage to the park and make a donation to the council in the sum of £250. It was Resolved to approve the request.

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

Cllr Mason reported that there have been multiple visits of the police and riot vans to Maes Y Deri over recent weeks and there is a growing concern in the community about the situation. He had worked with the Clerk to contact Linc Cymru who manage the properties where the police presence was focused and reminded them of their obligation to manage their properties responsibly. He expressed his disappointment with the quality of information provided by Linc Cymru to date and it was Resolved to send a Subject Access

<table>
<tr><td></td><td>Request to the police to establish what is going on.</td></tr>
<tr><td>14</td><td>Consultation Documents

There were no consultation documents for this meeting.</td></tr>
<tr><td>15</td><td>Attendance

Members noted the members’ attendance report</td></tr>
<tr><td>16</td><td>Date and Time of Future Meetings

<table>
<tr><th>2022</th></tr>
<tr><td>1st August</td></tr>
<tr><td>5th September</td></tr>
<tr><td>3rd October</td></tr>
<tr><td>7th November</td></tr>
<tr><td>5th December</td></tr>
<tr><th>2023</th></tr>
<tr><td>9th January</td></tr>
<tr><td>6th February</td></tr>
<tr><td>6th March</td></tr>
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Meeting to continue face to face and also via zoom and to start at:

Planning Committee – 6.30 pm
Ordinary Council – 7.00 pm</td></tr>
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The Chairman thanked everyone for their attendance and the meeting closed at 9.00 pm.

Confirmed as a correct record: Dated: 1st August 2022

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Appendix A

St Fagans Community Council			
Financial Report as at 11th July 2022			
		£	£
Cash Book			
VAT Refunds	2020/21	483.32	
	2021/22	2,821.81	
Swansea Building Society	Interest - May 2022	7.10	
Balance at 31st May 2022			89,507.69
Payments approved 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	89.87	
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	4,883.32
	Balance as at 30th June 2022		84,624.37
Items for Approval on 11th July 2022			
A Gowman	Salary and Expenses - June 2022	607.83	
Cardiff Council LGPS	LGPS Deductions - June 2022	192.02	
XLN (SO)	Broadband - June 2022	82.73	
Information Commissioners Office	Data Protection Fee	35.00	
A Gowman	Reimbursement - purchase of 8 litter pickers	28.49	
A Gowman	Reimbursement - coffees for meeting with R Carter, Local Places for Nature Officer, OVW	10.55	
HMRC	PAYE and NI - 2022 to 2023 - Quarter 1	446.04	
A Gowman	Reimbursement of zoom subscription - 11th November 2021 to 10th July 2022 - 8 months at £14.39 (inc VAT) per month	115.12	
			1,517.78
Projected balances at 31st July 2022			83,106.59
Approved Expenditure Budget 2022/23		40,070.00	
Budget spent to date		9,185.30	30,884.70
Projected Balances in Hand at Year End			**52,221.89**

APPENDIX B

Budget Monitoring Report - Quarter 1 2022/23

	Outturn 2021/22	Approved Budget 2022/23	Position as at 30/06/22	Full Year Projection	Notes
					Budget Amended 9th May 2022
	£	£	£	£	
RECEIPTS					
Precept	33733	42,000	42,000	42,000	
Bank Interest	40	50		50	
VAT Refund		483	3,305	3,305	2 Years refunds now received - adjust budget
S106 monies		-			
Total Receipts	33,773	42,533	45,305	45,355	
PAYMENTS					
Clerk's salary & travel expenses	10287	11,000	2,775	11,000	
Ground Rent	500	500	125	500	
Insurances	797	800	860	860	Adjust budget
One Voice Wales membership	882	420	-	420	21/22 and 22/23 Pre-paid
Village Association / Hall	975	1,200	579	1,200	
Xmas lights	0	4,500	-	4,500	
Environmental/Crime prevention	918	1,500	108	1,500	
Community projects	14056	10,000	1,069	10,000	
Grants & donations	1400	1,000	-	1,000	
Wreath, floral tributes, etc.	149	100	-	100	
Audit fees	160	500	175	500	
Chain of office	0	-	-	100	Bill expected - chain being updated - adjust budget
Members' allowances and expenses	1850	2,750	1,708	2,750	
Conference / Training fees	745	1,000	-	1,000	
Office expenses	286	500	158	500	
Website	893	500	72	500	
Newsletters, social media,etc.	487	1,000	45	1,000	
Professional advice	0	1,000	-	1,000	
Election Costs	0	1,300	-	-	Cardiff Council confirmation - Adjust budget
Translation Services	11	500	-	500	
Total Payments	34,396	40,070	7,675	38,930	
Surplus / Deficit(-)	- 623	2,463	37,631	6,425	
Balance brought forward	47,581			46,958	
Balance carried forward	46,958				
		Forecast balance at the end of the year		**53,383**	The budget was set to further accumulate funds for the 2 major Council projects at Westfield Park and Rhydlafar Park