St. Fagans Community Council

Minutes of the Council Meeting held in the village hall and remotely via zoom on Monday 1 July 2024 at 7.00 pm

Present:	Councillors Cardiff Councillor	C O'Brien (acting Chair), F Lewis, J Hughes, C O'Brien, B Pathak, B Devonald, C Lewis, A Rao R Livesy
Apologies:	Councillor Cardiff Councillors	J Griffiths - holiday C Brown-Reckless A Gibson
In Attendance:	Clerk Candidate for co-option	H Dyer P McCarthy

Min.No 07-24	
1	**Declarations of Interest** No declarations of interest were made.
2	**Minutes of ordinary council meeting held 3 June 2024** RESOLVED to approve the draft minutes without amendment.
3	**Matters arising from the minutes – not covered by this agenda**
3.1	**Bin collection:** Cllr FL confirmed that she has assisted a resident by putting her green waste bin out. No contact has been received from Cardiff Council yet. Discussed the importance of this bin being collected, all signage in place. **Action: Clerk to write to head of refuse collection**
3.2	**Traffic Issues:** Discussing the road issues raised by a resident – agreed clerk will write following meeting with Cllr JH. **Action: Clerk to write to resident**
3.3	**Post Box:** The post box in the village, by the church has been removed. No notice was displayed on the post box and enquiries to Royal Mail have not returned a reason or confirmation that the post box has in fact been officially removed.
3.4	**Events Committee Formation:** Following a meeting to organise the events committee, there will only be 3 members. Due to outside commitments of the members, it is not practical to arrange a set date every month; therefore, following discussion, Cllr FL proposed that the plan to form a committee should be abandoned in favour of a working group, requiring all decisions to be brought to the council for discussion. Cllr BD seconded the proposal and the Council agreed unanimously.
4	**Updates from the Cardiff Councillors** No councillors were in attendance and therefore an update could not be provided.
5	**Finance:**
5.1	**Requests for financial support:** Following discussion, it was agreed to remove the request for financial support from St. Mary's St. Fagans Church, until further information is forthcoming.
5.2	**Monthly Payment Approvals:**

Members scrutinised the financial report of 3 June (appendix A) with the following payments being approved:

Payee	Item	Amount
H Dyer	Salary and expenses for June	946.31
Cardiff Council Pension Fund	Pension contributions (EE & ER) for June	204.26
Daisy Communications (XLN) (DD)	Broadband for June	109.11
Cllr F Lewis	Chair's Allowance for 2023/2024	500.00
HMRC	Quarterly PAYE/ NI	27.66
Cllr J Hughes	Travel expenses 21/06/24 - Builth Wells + 2 passengers	74.00
One Voice Wales	Training for Cllr BD - 05/06/24 & Cllr BP - 03/06/24 - invoice numbers: 8110 & 8082	80.00
Lawn & Weed Expert (formerly Taylor Total Weed Control Ltd)	Weed spraying St. Fagans Park 10/06/24 - invoice no: 83666	108.00
Cllr A Rao	Reimbursement of expenses for Play in the Park Events	253.10

Members also discussed and agreed that the contract with Zoom, due to renew prior to the next meeting, should be confirmed for a further year in order to meet the requirements for meetings to be held online, as well as in person.

5.3

Budget

The budget was discussed and unanimously approved. Discussions were then held with regards to any additional projects/ items to be considered:

- Additional £150 to be set aside for a pump/ irrigation system to be fitted within St. Fagans Park to enable to growing beds to be watered. Resolved to make a provision.
- Discussion about the number of additional hours worked by the clerk. It was agreed that the additional hours over the last 3 months should be paid; however, at present, there is no need to alter the provision of hours in the budget.

5.4

Membership

The Battlefield Working Group requested subscription to the Cromwell Society as this will provide contacts and additional information to help with the understanding and planning of the Battlefield Walk. Community Council unanimously RESOLVED to join the Society.

5.5

D-Day Lantern

Discussed and agreed that the lantern should be offered to St. Mary's St. Fagans church for use at their annual memorial service.

Action: Clerk to e-mail Ceri Weatherall to see if the church would like to use the lantern.

6 **Updates from Cardiff Councillors:**

Cllr RL attended the meeting, advising that recent issues being reported to him are relating to neighbourly disputes, particularly with regards to planting, driveways and boundaries. The TRO order for Pentrebane Road was discussed, in addition to the requests for dog poo bins. Cllr RL advised that he has requested these; however, these are not likely to be forthcoming, as the waste bins which were promised 2 years ago have still not been installed. No action for the community council to take.

7 **Community Projects**

7.1 **S.106**

Discussion was held with regards to ownership of the village hall. Clerk to find documentation and share with the Community Council. Due to time constraints, it was unanimously agreed that a separate meeting should be held to discuss proposals. Meeting arranged for Thursday 18th July at 5pm.

Action:

Clerk to find all lease agreements and correspondence relating to the village hall.
Clerk to remind everyone of the meeting by e-mail.

7.2 **Rhydlafar**

The sink hole at Rhydlafar has now been fixed.

Grass in the children's play area in at Rhydlafar Park has not been cut for some time and the wooded area is now overgrown and blocking the path. In addition, where the contractors completed the drainage works, although the ground was levelled, it is now covered in weeds as no grass was sown.

Weed spraying was discussed as within Rhydlafar the streets have not been sprayed. Other areas were discussed; however, there do not appear to be the same issues in other areas. Agreed that Cllr FL will speak with Lawn & Weed Expert (formerly Taylor Total Weed Control) and obtain an estimate.

Action:
Cllr JH advised that he will speak with the parks department
Cllr FL to contact Lawn & Weed Expert

7.3 **Westfield Park**

The Westfield Park notice board is in poor repair and the locks are not working well. It was unanimously agreed that quotations for 3 noticeboards should be obtained for Westfield Park, Cae St. Fagans, and Maes-Y-Deri.

The Play in the Park events have been very well received and the Council thanked Cllr AR for her hard work in arranging and providing the events. The survey has been drafted and a link to all councillors issued for comment. Clerk has requested a price for printing 350 copies of the questionnaire.

Action:
Clerk to obtain estimates for replacement/ new notice boards.

7.4 **Trem Y Coed**

Meeting arranged for 5 August with Rachel Carter, Remus/ Fexco, and Persimmon Homes to discuss the potential for wildlife/ wetlands area. Budget to be revisited following the meeting when further details are established.

7.5 **Cae St. Fagans**

Play park open but a section at the back is still cordoned off. Some issues with antisocial behaviour persist.

7.6 **Maes Y Deri/ Goitre Fach**

Much of the trouble which had been affecting the estate is now resolved. Frustration remains over the kickabout pitch which is now due to be fixed some time towards the end of August.

Discussed the issues residents are experiencing with their gardens.
Action: Clerk to write to the house builder, Barratts, highlighting the issues being experienced.

7.7 **The Village (including the park by the railway line)**

Brief discussion about including specific headings to ensure feedback from all areas including Deepfield, Clos Y Cwarra etc. are covered. Brief discussion about the potential of citing a noticeboard to be moved to the agenda for the next meeting.

Cllr JH met with the new owner of the woodlands who has inspected the site and confirmed that he will arrange for works to be undertaken. Clerk to notify residents who were in contact.

The Council unanimously RESOLVED to apply for an Orchard Package through Keep Wales Tidy.

The water butts in St. Fagans park have been stolen. Alternatives discussed include the use of a pump/ irrigation system which are being explored.

Action:
Clerk to add noticeboard to the agenda for the next meeting
Clerk to notify residents that a meeting has taken place with the new owner of the woodland
Clerk to apply for the Orchard Package through Keep Wales Tidy

	Clerk to report theft of the water butts to PCSO Davies
8	**Public Session** There were no members of the public present.
9	**Planning** *Planning matters are considered by the planning committee which will have met immediately before this meeting.* Cllr FL advised that as the meeting was not quorate it could not proceed. An overview of the two planning applications received was discussed.
10	**Environmental Matters**
10.1	**Highways** The most recent response from Cllr De'Ath was discussed and the council resolved to write again, pointing out the risks, as included in the letter to Andrew Gregory, and to ask him to contact the museum. Following the response from Cooke and Arkwright, the council RESOLVED to write to Cllr De'Ath for his input into the questions raised. **Action: Clerk to write to Cllr De'Ath**
10.2	**Street Cleaning/ Litter** Cllr FL will circulate dates for further litter picks. **Action: Cllr FL to circulate dates**
10.3	**Flooding/ Emergencies Working Group** No issues discussed.
10.4	**Other Environmental Matters** Recent noxious fumes from burning have been noted again – situation being monitored.
10.5	**Section 6 Biodiversity and Ecosystem Responsibility** No issues discussed.
11	**Policy Review** Postponed until next meeting.
12	**Council Communications & Events**
12.1	**Newsletter** Next newsletter to be issued August. The school have been approached for a contribution. Discussed including a paragraph in the newsletter regarding recent spate of thefts and continuing issues with offroad bikes. **Action: Clerk to include this in the next newsletter**
12.2	**Flag** Discussed and agreed that the D-Day flag will remain until the anniversary of the offensive and will then be replaced by the Welsh flag.
13	**Village Hall** No update.
14	**One Voice Wales** Report from Cllr JH circulated since the last meeting. Further updates to follow in due course.

<table>
<tr><td>15</td><td>Correspondence
Discussed correspondence received from a resident regarding overgrown hedges/ verges and a request for signs reminding dog walkers to clear up after their dogs. Suggestion made that we may be able to involve the school as the Community Council has no authority to install signs.
Action:
Cllr BP to contact the Groes Wen Primary to see if they would be able to produce signs for sharing
Clerk to add note to newsletter and noticeboards
Cllr JH to speak to parks about the hedges/ verges at the entrance to Westfield Park at Ramsons Way</td></tr>
<tr><td>16</td><td>Police Matters/ Anti-Social Behaviour
Police report discussed. The statistics on the police report differ from those reported on Mybobby.com – agreed the clerk will write to PCSO Davies to understand why there is a difference.
Action: Clerk to write to PCSO Davies</td></tr>
<tr><td>17</td><td>Attendance Statistics
Statistics were provided. No issues to be discussed.</td></tr>
<tr><td>18</td><td>Date and Time of Future Meetings
The next meeting will be held on Monday 1 July 2024 at 7pm.

<table><tr><th colspan="2">2024</th></tr><tr><td>5</td><td>August</td></tr><tr><td>2</td><td>September</td></tr></table>
Dates have been provisionally agreed for future meetings. Awaiting final confirmation.</td></tr>
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The Chair thanked everyone for their attendance and the meeting closed at 21.12.

APPENDIX A

St Fagans Community Council			
Financial Report as at 1 July 2024			
		£	£
Cash Book	**Balance at 1 June 2024**		**93,238.68**
Items Approved on 3 June 2024			
H Dyer	Salary and expenses for May	889.03	
Cardiff Council Pension Fund	Pension contributions (EE & ER) for May	204.26	
Zurich Insurance	Insurance for 2024-2025	957.08	
A Rao	Reimbursement for play event expenses	45.94	
Daisy Communications (XLN) (DD)	Broadband for May	109.11	
Cooke & Arkwright	Ground Rent for St. Fagans Village Hall	125.00	
J Griffiths	Reimbursement of fencing materials for orchard	78.91	
Allens Printers Ltd	Newsletter printing	301.00	
St. Fagans Village Hall	NNDR	269.76	
	Total Of Approved Items	**2,980.09**	
	Balance at 1 July 2024		**90,258.59**
Items for Approval on 1 July 2024			
H Dyer	Salary and expenses for June	946.31	
Cardiff Council Pension Fund	Pension contributions (EE & ER) for June	204.26	
Daisy Communications (XLN) (DD)	Broadband for June	109.11	
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Cllr A Rao	Reimbursement of expenses for Play in the Park Events	253.10	
	Total	**2,302.44**	
	Projected balance at 2024		**87,956.15**
Approved Expenditure Budget 2024/2025		43,872.00	
Budget Spent as at 1 July 2024		5,333.50	
Unspent Budget 2024/2025 as at 1 July 2024		38,538.50	
	Projected Balance in Hand at Year End		**44,084.15**

Confirmed as a correct record: Dated: 5 August 2024

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Councillor Chris O'Brien
Vice chair