St. Fagans Community Council

Minutes of the Council Meeting held in the village hall and remotely via zoom on Monday 2 September 2024 at 7.00 pm

Present:	Councillors	J Griffiths (Chair), C O'Brien (Vice chair), F Lewis, J Hughes, B Pathak, B Devonald, A Rao, C Lewis, P McCarthy
Apologies:	Cardiff Councillors	R Livesy, A Gibson
In Attendance:	Clerk	H Dyer

Min.No 09-24	
1	**Declarations of Interest** No declarations of interest were made.
2	**Minutes of ordinary council meeting held 5 August 2024** RESOLVED to approve the draft minutes with the following notes: • there appears to be a formatting error in the draft minutes distributed so the details for November do not appear • the date of the April meeting is the 7th not the 6th (which is a Sunday)
3	**Matters arising from the minutes – not covered by this agenda**
3.1	**Bin collection:** Issue appears to have been resolved. **Action: Cllr FL will confirm**
3.3	**Post Box:** Clerk has contacted Royal Mail – awaiting response **Action: Clerk to follow up**
4	**Finance:**
4.1	**Requests for financial support:** No requests for financial report were received.
4.2	**Monthly Payment Approvals:** Members scrutinised the financial report of 2 September 2024 (appendix A) with the following payments being approved:

Payee	Item	Amount
H Dyer	Pay and expenses for August 2024 - includes reimbursement for Zoom and Cromwell Assoc.	1,034.91
Cardiff Council Pension Fund	Pension contributions (EE&ER) for August	204.26
Cardiff Council	50% of drainage works carried out in Rhydlafar Park	6,725.65
Cllr P McCarthy	Pro rata Member's allowance and expenses allowance for 2024/2025	138.67
Daisy (XLN) (DD)	Broadband	115.11
SLCC	Training for the clerk - GDPR	36.00

	Cooke & Arkwright	SFVH - rent 29/09/24 to 24/12/24	125.00

5.3 **Cashbook and bank reconciliation**
The cashbook and bank reconciliation were scrutinised and approved as correct.

5.4 **Budget**
The budget was discussed with no changes at present. The format and substance of the budget were discussed.
Action: Clerk to review the budget format and supporting information

5.5 **Broadband provision**
A change in broadband provision was proposed, in line with the estimate received. The council unanimously RESOLVED to change providers to achieve substantial cost savings.
Action:
Clerk to instruct the change in provider
Cllr COB will advise the VHA that a change is imminent

6 **Updates from Cardiff Councillors:**

Cllr R Livesy – report submitted

7 **Community Projects**

7.1 **S.106**
Progress on the proposal for a community hub were discussed. Plans to be updated with tree and wall being labelled prior to forwarding to Simon Gilbert for initial feedback.

Discussion regarding the S.106 museum funds which were originally to be used for a crossing and improvements to the Ely trail.

Action:
Cllr COB to annotate plan
Clerk to submit to Simon Gilbert
Cllr FL to clarify ownership/ lease
Clerk to begin completing form for CC Planning initial enquiry and circulate
Cllr FL to contact the museum regarding the original S.106 agreement

7.2 **Rhydlafar**
Repair to the hole in the road beginning to crack again. Photographs to be taken to monitor deterioration over time.

Discussed the two recent traffic accidents (one involving cars, the other involving buses) Rhydlafar Drive/ Llantrisant Road near the junction of Rhydlafar Drive and agreed that details of any further incidents should be gathered to determine whether this is a problem.

Interest has been expressed by residents of Rhydlafar in establishing a Saturday morning working group to improve the estate. Discussion regarding provision of bulbs for planting.

Cllr JH to meet with Kate Blair (parks) on her return to discuss park equipment and replacement.

Action:
Cllr BD to forward photographs to the clerk who will maintain a photographic record
Cllr JH to contact parks with regards to the potential provision of bulbs
Cllr JH to meet with Kate Blair to discuss replacement equipment, schedule, and costs

7.3 **Westfield Park**
Still awaiting progress on the design work which has been instructed for the slope. This is becoming increasingly urgent as the condition of the slope is worsening. Consideration being given to using an

	external agency although concern that this may not be acceptable to Cardiff as they own the land and would need to approve the design. Questionnaire discussed and agreed it should be amended to provide a space for children to input into the ideas for the park. RESOLVED to increase the agreed spend to accommodate the longer questionnaire. Deadline to be set for 31/10/24 to ensure sufficient time to print and distribute prior to the deadline. Discussed, proposed and RESOLVED to approve additional spending (up to £75) for a final Play in the Park event. Discussed, proposed and RESOLVED to approve spending (up to £300) to contribute towards the Halloween event (to be paid on submission of receipts). **Action:** Cllr AR to provide the link to the online questionnaire prior to printing Clerk to amend questionnaire to include children in the feedback process Clerk to confirm additional costs for questionnaire within range agreed
7.4	**Trem-Y-Coed** Discussion regarding issues encountered with bin collection – correspondence received from resident. **Action:** Clerk to write to Cardiff Council, updating resident regarding action taken
7.5	**Cae St. Fagans** Awaiting confirmation of when the site is due to be handed over to the management company PlasCo. Issues with parking being investigated by Cllr PMcC. Problem with sewage being encountered at the bottom of the site – currently being monitored. Nuts and bolts have been found to be missing on play equipment in the playground. Photographs have been provided. **Action:** **Cllr PMcC to pursue a handover date from Redrow** **Cllr PMcC to follow up on parking issues** **Cllr PMcC to forward photographs to the clerk** **Clerk to contact Redrow urgently to request action be taken to make the park safe**
7.6	**Maes-Y-Deri** Estate looking untidy, infrequent grass cutting, weeds, etc. Parking issues continue, despite yellow lines. Continues to be an issue with dog mess being left and not picked up and disposed of properly – no dog bins supplied. Update regarding lack of response from Centregate regarding provision of Christmas lights. Quotation from another company to be sought. **Action:** **Clerk to write to Tom Probert, Barratts, regarding untidy estate and provision of dog bins** **Clerk to write to Richard Davies regarding the continuing issues with parking** **Clerk to provide details of sites for lights** **Cllr JH to obtain alternative quotes for lights**
7.7	**The Village (including the park by the railway line and orchard space)** New raised beds to be installed in the park on 3 September – package provided by Keep Wales Tidy. In order to secure the raised beds the council discussed, proposed, and unanimously RESOLVED to purchase concrete and posts not exceeding £150.00. Arrangements for installing the beds confirmed.

	Work to the orchard to be discussed following the installation of the raised beds tomorrow. Cllr JG has attempted to make contact with the resident who expressed an interest in the orchard space and its conservation, but as yet has not received a reply. An update was provided by the St. Fagans Battlefield Working Group, with acquisition of digital maps of the area being discussed. The purchase of maps, printing, lamination, was proposed, seconded, and the Council unanimously RESOLVED to proceed – maps £36, printing and lamination £215. **Action:** **Cllr COB to purchase posts and concrete to facilitate the installation of the raised beds** **Cllrs COB, JG, JH, and PMcC to discuss and agree a plan for the orchard** **Clerk to obtain digital maps and arrange for printing/ lamination**
7.8	**Michaelston Road area** Currently awaiting a date for the road closure in order to arrange a litter pick. Parks are awaiting notification from Highways as to when they can carry out work. This item will be followed up as part of ongoing correspondence with Cardiff Council Highways Department.
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 (Planning Committee chair) provided an update of planning applications and permissions granted, and advised that the next stage of the RLDP has now been delayed until January/ February 2025.
10	**Environmental Matters**
10.1	**Highways** Speeding issues discussed as these have been noted by the Community Council and reported to the Council by residents. No enforcement is currently taking place as it is considered unsafe for Go Safe Wales to park within the village. Potential solutions discussed and the Council agreed to include these along with the correspondence currently being exchanges with Cardiff Council regarding traffic and safety within the Village.
10.2	**Street Cleaning/ Litter** Litter picking events in place – discussed, proposed, and unanimously RESOLVED to purchase additional litter pickers (10) at a cost of £120. **Action: Clerk to order litter pickers in time for next event**
10.3	**Flooding** Waiting for prolonged rain, during the day, to carry out inspections.
10.4	**Other Environmental Matters** No updates
10.5	**Biodiversity** Still awaiting the outcome of the application for an orchard pack from Keep Wales Tidy. **Action: Clerk to follow up**
11	**Council Communications and Events** No updates.
12	**Village Hall** No objections to proposed plan for S.106 spending; however, some reservations about the impact.

13	**One Voice Wales (OVW)** NEC meeting being held this month – update to follow at next Community Council meeting.
14	**Correspondence** Dealt with under item 7.4.
15	**Police Matters/ Anti-Social Behaviour** Report for August reviewed.
17	**Attendance Statistics** No issues.
18	**Date and Time of Future Meetings** The next meeting will be held on Monday 7 October 2024 at 7pm.

2024
7 October
4 November
2 December

2025
6 January
3 February
3 March
7 April
12 May

The Chair thanked everyone for their attendance and the meeting closed at 20:52.

St Fagans Community Council			
Financial Report as at 2 September 2024			
		£	£
Current Account	**Balance at 1 August 2024**		**51,799.91**
Swansea Building Society			**70,000.00**
Uncleared Payments/ Receipts			**24.00**
		Cash Book Total:	**121,775.91**
Items Approved on 5 August 2024			
H Dyer	Salary and expenses for July, plus additional hours (April to June inclusive)	1,685.90	
Cardiff Council Pension Fund	Pension contributions (EE & ER) for July	463.80	
Cllr J Hughes	Allowance, Senior role payment, Expenses	708.00	
Cllr A Rao	Allowance	208.00	
Cllr F Lewis	Allowance, Senior role payment, Expenses	708.00	
Daisy Communications (XLN) (DD)	Broadband	115.11	
Cllr J Hughes	Travel expenses	28.60	
Cllr A Rao	Reimbursement for Play in the Park Event equipment	47.15	
SLCC	Membership for clerk 2024-2025	183.00	
Audit Wales	Audit fee (full audit for 2021-2022)	1,100.00	
	Total Of Approved Items	**5,247.56**	
	Available funds at 30 August 2024		**116,528.35**
Items for Approval on 2 September 2024			
H Dyer	Pay and expenses for August 2024 - includes reimbursement for Zoom and Cromwell Assoc.	1,034.91	
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Cllr P McCarthy	Pro rata Member's allowance and expenses allowance for 2024/2025	138.67	
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SLCC	Training for the clerk - GDPR	36.00	
Cooke & Arkwright	SFVH - rent 29/09/24 to 24/12/24	125.00	
	Total	**8,379.60**	
	Projected balance at 30 September 2024		**108,148.75**
Approved Expenditure Budget 2024/2025		43,872.00	
Budget Spent as at 31 August 2024		14,741.40	
Unspent Budget 2024/2025 as at 31 August 2024		29,130.60	
	Projected Balance in Hand at Year End		**79,018.15**

Confirmed as a correct record: **Dated: 7 October 2024**

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Councillor John Griffiths
Chair