St. Fagans Community Council

Minutes of the Annual Meeting

held on Monday 30th May 2023 at 7.00 pm in St Fagans Village Hall and via Zoom

Present:	Councillors	F Lewis (Outgoing Chair) J Griffiths (Vice Chair – appointed as chair during the meeting) C O'Brien (appointed as Vice Chair during the meeting) J Hughes, B Devonald, C Lewis
Apologies:	Councillor	B Pathak – attending OVW training
In Attendance:	Clerk Councillor	H Dyer A Rao (via Zoom)

Cllr Lewis, as the outgoing chair, opened the meeting and welcomed everyone in attendance.

Minute No.	
1.	**Election of the Chair for 2024/25** The outgoing Chair invited nominations for the position of Chair for the forthcoming year, and proposed Cllr Griffiths, the current Vice Chairman. There were no other nominations. Cllr O'Brien seconded the nomination of Cllr Griffiths, which was agreed unanimously.
2.	**Declaration of Acceptance of Office of the Chair** Cllr Griffiths signed the acceptance of office form, witnessed by the clerk.
	Councillor J Griffiths in the Chair
3.	**Appointment of Vice Chairman for 2023/24** The Chair invited nominations for the position of Vice Chair. Cllr F Lewis nominated Cllr O'Brien, seconded by Cllr Devonald and unanimously agreed. There were no other nominations.
4.	**To receive the report of the retiring chairman** Members noted the report attached at Appendix A
5.	**Address from New Chair** Cllr Griffiths thanked Cllr F Lewis for her service over the past year. He reiterated the importance of keeping meetings focused and to the point and confirmed that this practice extends to anyone who attends ordinary meetings of the community council.
6.	**To receive the declarations of personal and personal/prejudicial interests** There were no declarations of personal or personal/prejudicial interests.
7.	**Nomination of Council Representatives:** **One Voice Wales (OVW)** Cllr Hughes, the current representative, confirmed his willingness to continue. This appointment was unanimously confirmed.

	St. Fagans Village Hall Association Cllr O'Brien, the current representative, confirmed his willingness to continue. This appointment was unanimously confirmed. **Preparation for the next RLDP** Although, at present the previous committee is not up and running, in order to plan ahead Cllr O'Brien nominated Cllr F Lewis to continue as the lead for the Community Council. The appointment was unanimously agreed.
8.	**Committees** The following Committee/Workgroup memberships were agreed: **Planning** It was agreed that Cllrs F Lewis (Chair), Devonald, Griffiths and O'Brien would continue to serve on the planning committee, with no changes to the terms of reference or operating remit. **Flood Working group** The group to continue with Cllr Griffiths as the lead councillor. **Events Committee** Following discussion, it was agreed that an events committee should be formed, and that a maximum budget of £200 per event should be set. The committee will be authorised to commit expenditure up to £200 per event; however, larger events/ spends must be discussed and authorised by the Community Council in line with the financial regulations. Formation of the committee and appointment of Cllr Rao as chair was proposed by Cllr F Lewis and seconded by Cllr O'Brien, and unanimously agreed. The full terms of the committee and membership is to be discussed and agreed at the ordinary meeting on 1 July 2024.
9.	**Standing Orders and Financial Regulations** It was RESOLVED to make no amendments to the existing Council standing orders and financial regulations. It was noted that One Voice Wales are intending to issue revised a new model set of standing orders.
10.	**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 2024/25.
11.	**Review of Risk Register** It was agreed that changes are to be made to the risk register, specifically with regard to recent employment of a new clerk. Amendments discussed to be ratified at a future ordinary meeting of the council.
12.	**Review of the Council's Complaints Procedure** It was RESOLVED to make no changes to the current procedure.
13.	**Review of procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998** It was RESOLVED to make no changes to the current procedures.
14.	**Establishing the council's policy for dealing with the press/media** It was RESOLVED to make no changes to the current policy.

15.	**Dates and Times of Meetings** It was Resolved to continue to hold meetings on the first Monday of each week – bank holidays permitting.

The chair closed the meeting at 7.25 pm.

Confirmed as a correct record: Dated:

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Councillor J Griffiths
Chair

ST FAGANS COMMUNITY COUNCIL
CHAIR'S REPORT 2023-2024

The last year has been an interesting time, with progress made in a number of areas, although several familiar problems remain.

We now have an almost complete Community Council and must aim to fill the one remaining vacancy in the coming months.

Our working relationships with Cardiff remain strong in some departments, particularly Parks, but others continue to be dismissive of issues affecting the area.

Thanks to co-operation with Parks, we have managed to make progress on the Rhydlafar play area and hopefully will soon see action on improving paths for residents to move around Westfield Park.

We have taken a number of initiatives to encourage and improve biodiversity in the area. The previously established wildflower areas in St Fagans Drive are becoming established. In co-operation with South East Wales River Trust (SEWRT) we have planted trees on the Community Council land near the railway land. The raised vegetable beds are another welcome initiative.

Thanks to an offer from Plymouth Estates, we have taken a lease on an area of land in St Fagans village and started the process of creating a community facility and nature area by planting 3 fruit trees. This will be a long project, and involve a lot of work, but provides the opportunity to bring residents (not just from the village) together in working parties.

The whole planning process continues to be an issue. The developments in north-west Cardiff are now not projected to finish until 2036. Disruption and uncertainty will continue until then. The area continues to be deprived of S106 money from these developments. We must continue to pursue this.

The new areas are experiencing their own problems, such as the condition of the playing field at Maes y Deri. The challenge for the Community Council is to ensure that these issues are tackled by Cardiff when it appears that they and the developers would prefer to ignore them.

We have continued to comment on planning applications that affect the community, including all areas of Plasdwr, although our concerns on areas such as surface water drainage/flooding are too readily dismissed.

New initiatives/projects have emerged, including the Battlefield Walk and improvements to Westfield Park. The Community Council are in a relatively healthy financial situation and must continue to demonstrate to residents that we will spend money on improvements for their benefit. Unfortunately, many things are beyond our direct control, for example because the land belongs to or responsibility rests with Cardiff, which adds to the challenge facing us.

The above applies to the parking and traffic issues facing the village. How to persuade Cardiff to take the matter seriously is one of the biggest challenges going forward.

Finally, thanks to everyone for their efforts and hard work during the year.

Councillor F Lewis
Chair: 2023-2024
30 May 2024