



**Minutes of the full Council Meeting held at 7.00pm, 17<sup>th</sup> July 2017, at The Pavilion, Creigiau**

**PRESENT:** Councillors: Stuart Thomas (Chairman), Sandie Rosser, John Harrison, Sara Pickard, Christine Priday, Sarah-Anne Evans, Ian Evans, Simon Davies

Also present: Cllr Graham Thomas, Cllr Gavin Hill John  
Members of the public: Jonathan Bishop, PCSO Richard Davies, Mrs Norling, Mr Bishop Snr

In attendance: Helena Fox, Clerk

**58. To receive apologies for absence:** Cllrs Mike Sherwood, Alistair Carter, Wynford Ellis Owen, Chris James

**59. To receive any declarations of interest:** There were none.

**60. To Co-opt one new Member to fill a vacancy for the Creigiau Ward:** The vacancy had been advertised on the PCC website and notice boards as part of the three vacancies left after the May election. There was one candidate, Mr Jonathan Bishop, who had previously submitted a written expression of interest and the Clerk had confirmed his eligibility since he lives outside the PCC boundary.

The Chairman confirmed that Mr Bishop was eligible to stand for co-option and it is now for PCC to decide whether he is suitable.

The Chairman asked Mr Bishop if he had any comments he would like to add to his initial expression of interest in the vacancy previously seen by PCC and copies of which were available in the meeting.

Mr Bishop wanted to add his ideas about a new circular Garth bus service to link local communities, eg to Llantwit Fadre and Talbot Green. He wanted to look at creating a conservation area so that the quarry could not be opened.

The Chairman noted that bus services were under the remit of Cardiff Council. Creigiau Quarry has existing planning consents which have now been revised and been given permission to re-open and there is little or nothing PCC can do to stop the quarry opening.

Councillors asked Mr Bishop why he wanted to represent a community he does not live in and asked how he could know local residents well enough to represent their views.

Mr Bishop said that his home is in Taff Ely, not the Pontypridd constituency, and he regarded Pentyrch is a part of Taff Ely, regardless of the boundary changes recognised today.

The Chairman asked Mr Bishop if he had stood in other elections in May.

Mr Bishop said that he has a friend with whom he is very competitive and that Mr Bishop has contested more elections but than his friend has won more votes. His main campaign in the last election was where he lives in Efail Isaf but he had also stood in Llantrisant where he is a freeman.

The Chairman asked the meeting if there were any other questions for Mr Bishop. There were none.

The Chairman asked the meeting if there were any proposals to co-opt Mr Bishop. There were none.

The Chairman then asked the meeting if there were any proposals not to co-opt Mr Bishop. Cllr Priday proposed that Mr Bishop not be co-opted on the grounds that his commitment to Creigiau, in particular, and his ability to adequately represent the whole PCC area was seriously hampered by his not having a close affinity to the area and not knowing enough people to support him in his work as a community councillor. Seconded by Cllr Rosser

Mr Bishop said that before the council voted he wanted to say that if the council did not co-opt him he would seek a Judicial Review of the decision on the grounds that he was not treated equally compared with the councillors co-opted in June.

Cllr Priday said that the council would not be threatened over this decision.

Mr Bishop said that his ethnicity is from the Llantwit Fadre community; the councillors' ethnicity is from the Pentyrch community and it is racist to deny him a place on the council because he is from the other side of the PCC border.

The Chairman asked Mr Bishop if he was recording the meeting and he replied no. The Chairman asked if Mr Bishop Snr was recording and he said he was. While members noted that he was doing so without consent he insisted that it was legal for him to do so.

Cllr Harrison, reluctantly, said that he felt threatened by Mr Bishop's behaviour. Others agreed.

The Chairman put the proposal to the vote and it was **RESOLVED** not to co-opt Mr Bishop onto PCC.

The Chairman said to Mr Bishop that he was sorry but his application to be co-opted had not been successful.

Before leaving the meeting, Mr Bishop asked the PCSO present if he could report this decision as a hate crime.

Mr Bishop and his father left the meeting.

The Clerk was asked to check next steps in the co-option process with Cardiff Council.

**61. To consider police matters:** PCSO Richard Davies was present. There had been some thefts of bikes from sheds and he advised that it is recommended to spend 10% of a bike's value on its security.

61.1. The next Creigiau PACT meeting will take place on 31 July. This will be advertised on Social Media and notice boards. Meetings are held with Neighbourhood Watch in Pentyrch.

### **Crime Figures between 19<sup>th</sup> June 2017 – 17th July 2017**

### **Creigiau**

4 x ASB – 3 linked to neighbour dispute, 1 vehicle annoyance Creigiau Golf Club  
1 x Damage – Cricket club equipment  
1 x Burglary – dwelling, still ongoing  
5 x Theft – 4 x M4 J33 services, 1 x Tesco, male arrested and charged

### **Pentyrch**

2 x ASB – 1 off road bikes, 1 youth annoyance at RFC  
2 x Burglary – 2 x shed burglaries

### **Gwaelod y Garth**

1 x ASB – youth annoyance

Creigiau PACT Meeting – 31<sup>st</sup> July 2017 at 7pm Creigiau Golf Club

Cllr Graham Thomas joined the meeting.

61.2. PCSO Davies said that when residents spot speeding vehicles that observation alone is not evidence for the police to take action but if the car can be identified and reported with times and dates that helps to build a picture of frequent offenders.

Cllr Gavin Hill-John joined the meeting.

61.3. Mrs Norling raised the issue of speeding on Star Lane and foresaw this getting worse when the LDP developments are built. A report has been made to the police. PCSO Davies explained that a verbal report is not enough for the police to take action. Police can speak to the registered owner of a vehicle which might be enough to raise sufficient awareness of the problem so it is important to make reports. The Chairman suggested the PCSO visit Mrs Norling at home.

The Chairman thanked PCSO Davies for his presence with colleagues at Creigiau Carnival which had also been attended by Sargeant Helen Abdullahi and her family.

**62. Public Session (length of adjournment at Chairman's discretion):** Mrs Norling's concerns had been dealt with in the police part of the meeting.

PCSO Davies and Mrs Norling left the meeting

**63. To consider and decide on any matters arising from the Public Session:** There were none.

**64. To receive reports from County Councillors:** From now on it is likely that both Councillors may be late for meetings because of a regular meeting at CCC that clashes.

Cllr Graham Thomas reported that the Creigiau Carnival went very well and the Lord Mayor had attended. The next PACT will take place on July 31. NWCG met recently and he suggested that PCC appoint a new representative since he was no longer a community councillor. It might be an idea to call an NWCG meeting to introduce new members.

A pavement review in Parc y Coed highlighted repair needs and this led to a further review in Creigiau and perhaps also in the wider PCC area. The Chairman asked whether the review included overgrown hedges/plants that narrow the useable width of the pavement. Cars parking on pavements is another concern. Cllr G Thomas said that the police will investigate if the blockage stops users passing eg buggies having too little room because of cars.

Cllr Hill-John noted that Cardiff does not have enough pavement walkers to check the conditions of pavements so it is important to report concerns to CCC who will then respond.

Cllr Hill-John will send the Clerk a location photograph of overhanging trees for PCC to deal with. Residents had reported over hanging trees on several local roads and he drove round with an officer from CCC Parks Dept. Over grown ferns and brambles are not an obstruction under the Highways Act. An obstruction is something like a tree hanging too low down. Hedge cutting is restricted from March 1 – August 31 by law. CCC has served notice on several landowners including PCC. PCC is establishing whether the land concerned is PCC's.

Cllr Hill-John said that without reported incidents of speeding vehicles, resources will not be allocated. He and Cllr G Thomas will meet with Andrew Gregory, Director of City Operations, about 20mph zones to discuss a further roll-out. This means new signs on the road and side of the road as was done on Cathedral Road this week. Speed-activated signs are expensive and hard to get. Pentyrch is a 20mph *area* now, but becoming a 20mph *zone* could mean better enforcement. There are no 20mph areas or zones in Creigiau. Both Councillors want a consistent approach across the whole PCC area.

The Chairman noted that the road surface on Bronllwyn is increasingly pot-holed and the white lines are very faded.

**65. To discuss the state of the road adjacent to the Robin Hill development :** A resident had raised concerns about the erosion of the road edges which was becoming a hazard to vehicles. Cllr G Thomas confirmed that it was a condition of the development's planning consent that the road be repaired and the pavement be reinstated but it was scheduled for late in the development's timeline. He will seek confirmation of when the work is due to be done who is liable should there be an accident now.

**66. To receive an updated on the NWCG and consider next steps:** Cllr Graham Thomas confirmed that the group was still meeting but was not as well coordinated as it had been. A proper full meeting would be a good idea to meet new members.

66.1. It was **RESOLVED** to agree to support the complaint to the Auditor General in principle but would want the letter amended. PCC would like to see the NWCG meetings re-established and a re-focusing of the group's aims.

66.2. It was **RESOLVED** to appoint Cllrs Sherwood and Harrison to be PCC representatives on the NWCG.

Cllr Graham Thomas and Gavin Hill-John left the meeting.

**67. To receive the Minutes of the Full Council meeting held on June 19th 2017:** The minutes were proposed as accurate by Cllr Harrison, seconded by Cllr Davies and agreed by all. They were signed by the Chairman.

**68. To consider any matters arising from the Minutes not reported elsewhere:** The Clerk to ask Cllr James again for a contact at the Post Office. The issue of the Pentyrch Post Office will be on the Agenda for the next meeting. Members continue to be concerned at the suspension of the service and the possible loss of the service in future. The Clerk will contact the Post Office Users Council for Wales and the local MP and AM.

**69. To receive the report of the Clerk**

69.1. Penuel Graveyard: there was no new information.

69.2. The Tree Charter was signed.

69.3. OVW AGM: September 30 at Royal Welsh Showground. Cllrs Thomas, Priday and Ian Evans will go and the Clerk

- 69.4. CRAMC: The Clerk is still working on arrangements for a meeting to discuss the lease and MoU and getting formal quote for signage.
- 69.5. FIT meter: resolved and working.
- 69.6. Christmas charity: last year PCC collected for a foodbank. This year the charity is Give a Gift, Light up a Life: gifts for children or young people. The office would be a collection point and it will be advertised in the community. Councillors supported this.
- 69.7. There are no costs to PCC for this year's elections.
- 69.8. The Clerk will arrange for external electrical repairs to a light switch and sign and find when the last full electrical check of Penuel Road was made.
- 69.9. Clerks hours: 3.5 extra hours in June.

**70. To approve the schedule of payments and receipts for July 2017:** Payments of £9,866.30 and receipts of £252.56 were recorded to July 17 2017 and presented to the meeting.

- 70.1. Acceptance of the figures was proposed by Cllr Rosser; seconded by Cllr Priday and agreed by all.

**71. To approve the Council's Annual Accounts for 2016-17:** The accounts, the Internal Auditor's Report and the Responsible Financial Officer's Report had been circulated in advance.

- 71.1. It was **RESOLVED** to approve the Annual Accounts which were signed by the Chairman and RFO.

**72. To approve the Annual Return including the Governance Statement:** The Governance Statement had been circulated in advance.

- 72.1. The Chairman took the meeting through the Governance Statement which was completed in the meeting.
- 72.2. It was **RESOLVED** to approve the Annual Return which was signed by the Chairman.

**73. To consider PCC's Financial Reserves for 2017-18 :** The reserves as at 31.3.2017 were shown in the accounts. The External Audit for 2017-18 will look at reserves and the Clerk advised that PCC should have adequate and reasonable ear-marked and general reserves.

- 73.1. The Chairman recommended that the reserves be assessed alongside the 5 Year Plan and reflected in the budget for 2018-19 and built up over the life of the current council.

**74. To decide on a limit for gifts to councillors:** Following training in the Code of Conduct it was **RESOLVED** that members may not accept any gift.

**75. To discuss the 5 Year Plan for PCC:** The Chairman had circulated notes of a Business Plan Committee meeting held on July 11. He thanked Cllrs Davies and Sarah-Anne Evans for their work. The goal is to help prepare and set future budgets and manage PCC work over the next five years, or term of this council. Next steps will be to prioritize actions that can be taken in the current year. Cllr Priday and Cllr Harrison were impressed with the work done.

**76. To consider a Civic Reception and set a budget :** The Chairman introduced the idea for this event that had come out of the 5 Year Plan. The event would invite local community group leaders, AM, MP, Lord Mayor of Cardiff, County Councillors to a reception. This is an opportunity to promote what PCC does, to thank local people for their work and build community/PCC relations.

76.1. It was **RESOLVED** to hold a Civic Reception in October and the budget will be set at the next meeting.

**77. To discuss sale of PCC land to residents:** The Clerk reminded the meeting that PCC had been approached over two pieces of land.

77.1. The land off Cefn Buchan did not belong to PCC but probably to Cardiff and the residents had been advised by the Clerk to contact Cardiff Council.

77.2. Land by the Frog Pond, Creigiau: a request had been made to buy a strip of land adjacent to houses and part of the park known as the Frog Pond. This request had been previously considered in April 2016.

77.3. It was **RESOLVED** that PCC's general principle is against the sale of public land but will consider some requests site by site.

77.4. It was **RESOLVED** not to agree a sale of land at the Frog Pond.

**78. To consider a meeting on August 21 :** The Chairman suggested a meeting would be useful to deal with the Business Plan and co-option.

78.1. It was **RESOLVED** to call a PCC meeting with a shortened agenda for August 21 at 7pm at the PCC office.

**79. To consider a maintenance service for the solar panels :** In dealing with the recent problem with the panels it appears that they have not been serviced for some time. The Clerk was advised that solar is usually very low maintenance and very reliable. It is still a good idea to have a periodic check every 3 to 5 years.

79.1. It was **RESOLVED** to arrange for a Solar Condition Report from Urban Solar Ltd at a cost of £115 + VAT.

**80. To discuss the War Memorial maintenance and arrangements for the Remembrance Day service:**

80.1. The Admin Assistant has the arrangements for Remembrance Sunday in hand including road closure from 2:50pm to 3:20pm. PCC has to arrange its own volunteers in high viz jackets to act as marshals to stop traffic. These people need to be at the bottom of Heol Gogh and the top by Acapela.

80.2. Cardiff will provide the road closure signs in advance, for placement on site on the Sunday.

80.3. Ownership of the Memorial is still not clear. Cardiff Council and Royal Welsh Legion both say it is not theirs. The land it sits on belongs to Royal Welsh Legion and PCC leases the land.

80.4. The Memorial will be cleaned and the missing letter replaced.

**81. To consider a response to CCC's consultation on SPG:** PCC made no response.

**82. To consider any planning applications:**

82.1. Diversion of Public Right of Way Pentyrch 36 : there were no comments.

**83. To consider any correspondence received and not reported elsewhere:**

83.1. Pentyrch Cricket Club : grant request : deferred to September

**84. To consider the reports of Councillors**

Date	Councillor	Report	Action Taken
17.7.17	Mike Sherwood	Fallen tree on Footpath 85 Pentyrch	<i>Reported to C2C</i>
27.6.17	John Harrison	Over-grown hedge at Pentyrch Primary School	<i>Reported to C2C and some urgent trimming back done by CMOs</i>
		Speeding past Pentyrch Primary School	<i>Reported to PCSOs with</i>

			<i>request for visit of speed camera</i>
26.6.17	John Harrison	Repair needed to sign on entering the Village from Pant y Gored.  Actually it would be good if the sign could be more friendly, with welcome to our wonderful Village.	<i>Reported to C2C</i>

**85. Date of the next meeting: August 21 2017 at the PCC office at 7pm and then September 18 2017 at Gwaelod y Garth Village Hall, 7pm.**

There being no other business, the meeting closed at 21:38 pm

Chair \_\_\_\_\_ Date \_\_\_\_\_