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# TONGWYNLAIS COMMUNITY COUNCIL

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**Minutes of the Ordinary Meeting held  
virtually following the guidelines of The  
Local Government and Elections (Wales)  
Act 2021, Sept 27th 2021  
Meeting commenced at 7:30pm.**



## **1. ATTENDANCE**

**Community Councillors:** Mike Griffiths, Ceri Lane, Mike Jones-Pritchard  
**Clerk:** Nadine Dunseath

## **2. APOLOGIES**

Community Councillors: Linda Morgan, Caryn Hill, Brian Griffiths

Due to technical difficulties Cllr Brian Griffiths could not join the meeting. Council agreed to continue with the meeting as it was quorate, with Cllr Mike Jones-Pritchard as Chair.

## **3. DECLARATIONS AND REGISTRATION OF INTERESTS**

Cllr Mike Jones-Pritchard declared an interest in agenda item 15 Planning Matters due to his role on Cardiff Council Planning Committee.

## **4. POLICE MATTERS**

South Wales Police had not provided crime figures. No matters to raise with the police.

## **5. PUBLIC MATTERS**

No public attended the meeting.

## **6. MATTERS ARISING FROM THE PUBLIC SESSION**

No matters arising.

## **7. COUNCILLOR VACANCY**

Clerk reported that Cllr Graham Walters had resigned from his position. Cardiff Council Electoral Services Team had provided a statutory notice which was currently displayed on the noticeboard and website asking if residents wished to call an election. Following the deadline of 4<sup>th</sup> October, the Electoral Services Team will contact the Community Council to advise if an election is to be held or if the post could be filled by co-option.

## **8. CLERK VACANCY**

Clerk had previously notified all Council members of her resignation and advised this would be the last meeting she would attend. Clerk thanked the Community Councillors for their support and kindness over the past 5 years.

Cllr Mike Jones-Pritchard expressed his thanks and appreciation to the Clerk on behalf of the Community Council for her helpful, informative, and sterling work over the years. The sentiments were echoed by Cllr Mike Griffiths and Cllr Ceri Lane.

## **9. Consideration of Amendment to Standing Order 3 Meetings Generally section b) pg8**

Clerk had previously circulated information to all Councillors that One Voice Wales had advised the wording in Standing Order 3 Meetings Generally section b) opening sentence required amending as no Councillor was permitted to make decisions independently.

Council agreed it was more appropriate to change the wording, and the following suggestion

was made: -

*“Meetings shall be held in the Tanyard or at any appropriate and suitable place as agreed by the Council. In the event of an emergency when the agreed location is deemed unsafe the Chair is permitted to decide the location.”*

Clerk advised the Council should pass a resolution to permit the Chair delegated authority under emergency circumstances to determine the meeting location and advised the amended wording and resolution is fully considered by all at the next Council meeting in October.

**10. Consideration & Approval of the minutes of the Ordinary Meeting on 26<sup>th</sup> July**

All agreed to approve the minutes

**Council resolved to approve the minutes**

**11. Consideration & Approval of the minutes of the Extra-Ordinary Meeting on 13<sup>th</sup> Sept**

All agreed to approve the minutes

**Council resolved to approve the minutes**

**12. MATTERS ARISING FROM THE MINUTES AND ANY REMAINING BUSINESS FROM THE MEETING**

**12.1 Item 8.2 Regarding Building Repairs to the Tanyard**

Cllr Brian Griffiths and Clerk had met with a contractor who provided some advice on rendering the corner of the Tanyard. The Contractor has since become unresponsive and has not provided a quotation. A local resident has assisted in recementing above the door sign where there was potential water leak.

**12.2 Item 8.3 Regarding the Hanging Baskets**

The Waterer has reported problems with the bowser. Plan2Ride assisted in pumping up the tyres and a letter of thanks has been sent. Cllr Brian Griffiths instructed the Clerk to purchase a foot pump which has been provided to the Waterer. Cllr Brian Griffiths has been in consultation with an electrician to review the wiring for the battery.

**12.3 Item 8.7 Regarding Knotweed at the allotments**

The Contractors have been in attendance to apply the second round of treatment.

**12.4 Item 9.1 Regarding the energy contracts for the Tanyard**

Clerk contacted Opus Energy to accept the renewal prices to be advised these were no longer available, and prices had increased slightly since their offer was made.

The daily standing charge for both gas and electricity remains the same as offered, but there is a small increase to the unit rate. For electricity the day rate has increased from 19.9p per kWh to 20.25p per kWh and night rate from 14.84p per kWh to 15.12p per kWh. For gas the unit rate has increased from 4.61p per kWh to 4.83p per kWh. Both are for fixed rate 3-year contracts.

It is a small increase to what was agreed at the July Council meeting. The gas unit rate would still see a decrease in costs to current payments (although an increase in daily standing charge). For electricity it was previously agreed that the unit rate would see a minimal increase to current payments, and this still would be the case as even with the new prices it is less than 1p increase per kWh to current prices.

Cllr Brian Griffiths had instructed the Clerk to accept the new prices and this has been arranged with Opus. The 3-year electricity contract will begin when the current one ends on 28 October 2021 and the 3-year gas contract will begin when the current one ends on 19 February 2022. Either contract can be cancelled giving one month notice to Opus Energy. Opus Energy have asked if the Community Council would like a gas smart meter installed free of charge.

Cllr Mike Jones-Pritchard thanked the Clerk for arranging a 3-year fixed contract prior to the energy companies price increases currently taking place.

- 12.5 Item 9.3 Regarding NRW Tree felling Fforest Fawr  
Natural Resources Wales have advised they will begin the next stage of felling diseased Larch Trees from 27<sup>th</sup> September.
- 12.6 Item 9.11 Regarding One Voice Wales Environmental Networking Group  
Cllr Caryn Hill has expressed an interest in joining the group.

### **13. CLERK'S REPORT OF CORRESPONDENCE**

#### **13.1 Update from Clerks meeting with Monitoring Officer and Electoral Services Manager**

Clerk attended a meeting with other Community Council Clerks, the Monitoring Officer, and the new Cardiff Council Electoral Services Manager.

Some useful information was shared regarding multi-locational meetings and One Voice Wales will be appointing a new IT Officer soon to help provide advice to Councils. Another Council has sourced prices for technology at approx. £200 for a conference phone, and £2000 for video conferencing facilities. The Monitoring Officer advised that it may be difficult to Chair a meeting held at multi-locations to ensure everyone is included and suggested that special training should be considered.

Cllr Mike Jones-Pritchard commented on the difficulties of a multi-locational meeting and advised that Cardiff Council are still meeting virtually.

The Electoral Services Manager provided some advice on expected changes to legislation, which hopes to encourage more candidates to stand. Changes likely are to remove candidates home addresses, no deposits to stand, and the need to have 10 subscribers backing a candidate. Changes to legislation are still at the consultation stage with Welsh Government, but if passed are likely to come into force in December 2021.

- 13.2** Clerk has received a letter from Joel James, Member of the Senedd for South Wales Central who would be happy to attend a Community Council meeting to meet members and discuss any local issues.
- 13.3** Regular Groups are now permitted back to use the Tanyard and the WI and Pins&Needles group have returned to the hall. The WI will be meeting in the afternoons over the winter due to the requirement to leave doors/windows open for ventilation.  
The Aion Men's Group had asked to use the hall on a Tuesday evening whilst building works at the Church are being completed but have now found an alternate venue. An enquiry has been received to use the hall on a Saturday morning by Boomerang Dogs to provide dog training classes. Clerk had advised the trainer to view the hall to ensure it is suitable for their needs and is awaiting confirmation.
- 13.4** One Voice Wales have provided information from Circular Economy Wales on opportunities to receive funding and ongoing support to create a community fridge.
- 13.5** Welsh Water will be closing a section of Ironbridge Road from the bridge to their site compound for approx. 3 days from 12<sup>th</sup> October. (This work was originally planned for 20<sup>th</sup> September but delayed due to staff self-isolating).
- 13.6** A letter had been composed by St Fagans Community Council to be sent to Welsh Government asking for legislation to be changed to ensure new builds have energy efficiency heating systems. St Fagans Community Council have asked if other Community Councils would support the letter with their name added as a sender. Clerk advised that the letter had been received after the agenda for the meeting had been published which did not allow enough time for Councillors to fully consider the content. Clerk suggested information was

circulated to all members to be considered and discussed at their October meeting and that St Fagans Community Council were informed of this. All agreed.

#### 14. FINANCIAL MATTERS INCLUDING APPROVAL OF CHEQUE PAYMENTS

14.1 Clerk reported the following bills since the last meeting in July.

##### **Expenditure**

Wages & Expenses July	1863	-302.48
H&N Cleaning Services July	1864	-144.00
Opus Energy Electricity Bill July	dd	-26.51
Opus Energy Gas Bill July	N/A	in credit
HMRC PAYE	1865	-3.30
Transfer to Gardening Club Account	TFR	-100.00
Wickes Cement for Tanyard Repair	Ccard	-7.40
Wages & Expenses August	1866/8/9	-683.72
H&N Cleaning Services Aug	1867	-144.00
Opus Energy Electricity Bill August	dd	-25.73
Opus Energy Gas Bill August	N/A	in credit
Footpump for Bowser	Ccard	-13.00
Limegreen Boiler Service	1870	-85.00
Wages & Expenses Sept	1871/2/3	-975.94

Tanyard Cleaning for July and August, Electricity Bills and Gas Bills, PAYE for HMRC, Cement, Footpump, Boiler Service, Wages & Expenses. £100 had been transferred into the Gardening Club account.

14.2 New Information had been received from Cardiff Council Electoral Services Manager that the anticipated cost of a contested election if combined with a County Council election will be approximately £1733.07. Earmarked Reserves are set aside for £2500. Clerk asked the Community Council if they wished to review this reserve. All agreed to leave the reserve at £2500.

**Council resolved to keep the earmarked reserve for election costs at £2500.**

14.3 Wales Audit Office had commented the Community Council's annual income received from sources other than the Precept has seen a steady decline since 2017. Clerk advised Wales Audit Office that it may be due to less hall bookings whilst repairs are needed, which hopefully may be rectified once the hall has been repaired and decorated.

The Audit Office have advised that whilst they hoped to complete all annual return certificates by 30<sup>th</sup> September, it may be necessary to display a notice if the certificate was not received by this date. Clerk has received a copy of a notice to display and confirmed that it would be placed on the website if required, or a copy of the Annual Return certificate would be circulated to Council Members for their consideration.

14.4 Came and Company Insurers will be changing their name to Gallagher from Oct 2021.

14.5 Q1 bank reconciliation has been agreed and approved by Cllr Ceri Lane.

14.6 Clerk had circulated to all members a report showing budget vs actual for the financial year to date. Clerk confirmed that costs were within budget for the year, and this was also confirmed by Cllr Mike Jones-Pritchard.

## 15 PLANNING MATTERS

Cllr Mike Jones-Pritchard reiterated his declaration of interest and asked the other Community Councillors if they wished to raise any comments on the planning applications.

### 15.1 Regarding development at Ironbridge Road.

A resident had raised concerns regarding the building work taking place prior to planning permissions granted and that connection to the mains sewer seemed to be taking place without permission from Welsh Water or Cardiff Council Highways.

Cllr Brian Griffiths had instructed the Clerk to contact Cardiff Planning.

### 15.2 21/01258/MNR | PROPOSED RESIDENTIAL DEVELOPMENT OF 5NO. DWELLINGS INCLUDING ASSOCIATED WORKS | LAND OFF MILL ROAD – Amended Plans

Cllr Brian Griffiths had instructed the Clerk to contact Cardiff Council Planning to reiterate previous objections. Clerk confirmed that residents had been in contact with the Community Council with concerns about the proposal.

### 15.3 21/02046/DCH DOUBLE AND SINGLE STOREY SIDE EXTENSION AND GARDEN ROOM TO REAR OF GARDEN, AEL Y BRYN, 5A WELLINGTON STREET

The Community Council had no concerns about this proposal.

## 16. COUNCILLORS REPORTS INCLUDING REPORTS OF MEETINGS

### 16.1 Community Council support of Christmas village events

Clerk informed the Community Council that Cllr Linda Morgan had enquired whether the Best Dressed Street and Best Dressed House competitions could be supported again this year. Clerk advised that there is space on the plaque used last year for another Best Dressed Street winner, and that last year £100 gift card for the Lewis Arms was presented to the Best Dressed House which was jointly funded by the Lewis Arms and the Community Council.

**It was resolved to support £50 towards a gift card for the Lewis Arms and to update the plaque with this year's street winner**

### 16.2 Cllr Ceri Lane commented on mobile phone signals in the village which recently have been poor and asked if the Community Council could do anything to help. Cllr Mike Jones-Pritchard advised that problems should be raised with specific providers.

### 16.3 Cllr Ceri Lane reported on a recent meeting she had attended of the Primary School Governors. Tongwynlais school had a new roof on the foyer and Coryton School had a new external door fitted on a classroom. Tongwynlais had run a summer club for 12 days in the holidays which was well attended. Breakfast clubs have been reinstated, and extra-curriculum clubs are starting back using in-house staff. There is currently a ballot open for the Parent Governor with 2 strong candidates.

### 16.4 Cllr Ceri Lane advised that the next One Voice Wales meeting is due to be held on October 11<sup>th</sup>.

## 17. DATE OF NEXT MEETING

The next Community Council meeting will be held on Monday 25th October at 19.30hours. Cllr Mike Jones-Pritchard thanked everyone for attending and the Community Councillors wished the Clerk Nadine Dunseath all the best for the future. The meeting closed at 8.10pm.