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# TONGWYNLAIS COMMUNITY COUNCIL

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**Minutes of the ordinary Meeting held  
at the Tanyard following guidelines of  
the Local Government and elections  
(Wales) Act 2021  
Monday 25<sup>th</sup> April 2022 – 7.00pm**



## **1. ATTENDANCE**

**Community Councillors:** Chair Brian Griffiths; Graham Walters; Caryn Hill;  
Peeter Tiidt; Linda Morgan; Mike Jones-Pritchard; Chris Morgan.

**Clerk** Allyson Richards.

## **2. APOLOGIES**

**Community Councillors:** Ceri Lane (attending One Voice Wales committee meeting)

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

None

## **4. POLICE MATTERS**

None

## **5. PUBLIC MATTERS**

Mr Kieron Deacy attended the meeting to discuss his concerns about noise level at the Village Hall. See note as Appendix 1. Suggestion that we arrange a meeting with all interested parties to see if a resolution can be found.

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

As above.

## **7. CONSIDERATION AND APPROVAL OF THE MINUTES OF THE ORDINARY MEETING ON 28<sup>th</sup> MARCH 2022.**

The minutes of the meeting were agreed and approved.

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

Item 11.5 (January) Community Council Insurance – AXA to be approached again to understand whether ex-gratia payment can be applied.

Item 12. (January)

- Queens Platinum Jubilee Celebrations - unfortunately application for Lottery Funding has timed out with applications submitted now considered for events from July.
- Council have already agreed to fund the Food for the party – approx. £650.
- Souvenir drinks bottle estimated at approximately 270. Council decision on final numbers required so order can be placed. Quote received for £885 (300) or £1029 (350) Council agreement to purchase 300.
- Flyer advertising all Jubilee weekend events drafted and approved. Council decision to approve cost of £40 for printing. Cost of printing approved by Council.
- Request for purchase of Jubilee Bunting approved with limit of £200 on spend. Purchase from Amazon. (Approx 1km of Bunting)

Item 9

- Building repairs due to start in May.
- Tanyard PAT testing now complete. Thanks to Cllr Walters for undertaking the work.
- Allotments – A number of our allotment holders attended at the start of the meeting to make arrangements to pay outstanding fees. Fee payments in progress. Update in May.
- Mini book library – Cllr Jones-Pritchard has consulted with those who suggested these mini libraries, and suggested locations are Greenmeadow and The Orchard. Council is happy to support this and would be willing to pay for construction of the boxes. If they are still interested this can be progressed.

Item 13

- Football Club (not Rugby Club) Defibrillator – it was noted that this is in a different location (near pitches) and is a FAW initiative. They are sponsoring this. Agreed that one in this location is ideal. As a lot of work has been done by the Water Company would they be willing to donate the cost of the casing. Cllr Jones-Pritchard to provide details of the organisation and Clerk will contact them to ask for a donation.

## 9. CLERKS REPORT ON CORRESPONDANCE

- (i) Request for funding for Senior Citizens Tea Party as part of the Whitchurch and Tongwynlais Festival – this is something we have supported before and this was approved by Council. (£100)

- (ii) Letter from Questgates Solicitors for excess payment of £250 following Insurance payout. Cheque approved.

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

- a. Finance report for April presented to Council for approval
- b. Q4 Jan – March Bank reconciliation for approval
- c. 2021/22 Budget vs Actual analysis for information
- d. Access to Bank Accounts now confirmed, although no Bank statements have been received. On enquiring at the Bank the frequency was changed to Annual to stop statements being sent to previous clerk. This has now been amended to Monthly with immediate effect.
- e. Request for access to Online Banking has been raised and current signatories need to sign application form to finalise request. This should reduce the amount of admin required when changing signatories.
- f. Simple Guide to changing signatories on Bank accounts produced.
- g. VAT reclaim for H2 received income- £1318.44
- h. County Council 2022 precept received income £24,500
- i. Cheque payments for signing:
  - o HMRC PAYE Q4/M3 - £83.60
  - o H&N Cleaning Services 11/3 – 8/4 - £144.00
  - o Cobley's Solicitors – Excess payment - £250.00
  - o H&N Cleaning Services 8/4 – 25/4 - £108.00
  - o Limegreen – Tanyard Boiler Service - £85.00
  - o Allyson Richards wages
  - o James Proctor wages

#### 11. PLANNING MATTERS – NO NEW PLANNING APPLICATIONS THIS MONTH

- 21/03006/DCH | GROUND FLOOR REAR EXTENSION | 2 PWLLHELYG, TONGWYNLAIS, CARDIFF, CF15 7HX
- 22/00278/DCH | CONSTRUCTION OF A SINGLE STOREY EXTENSION TO CREATE AN NEW INTEGRAL DOUBLE GARAGE | 46 CASTELL COCH VIEW, TONGWYNLAIS, CARDIFF, CF15 7LA
- 22/00510/MNR | CONVERSION, WITH DORMER ROOF EXTENSION, OF OUTBUILDINGS INTO 1 BEDROOM SELF CATERING HOLIDAY ACCOMMODATION/GRANNY FLAT | 2 MILL ROAD, TONGWYNLAIS, CARDIFF, CF15 7JP
- 22/00586/DCH | TWO STOREY SIDE EXTENSION | 15 PANTGWYNLAIS, TONGWYNLAIS, CARDIFF, CF15 7LS

## 12. COUNCILLORS REPORTS

Cllr Walters questioned when our maintenance person Mr Tyfrion Edwards is continuing in role. This needs to be discussed at the next Ordinary Council meeting. Chair will speak to Tyfrion to see if he wishes to continue.

**Chair asked for it be minuted that as they are standing down as Community Councillors, we are very grateful to Chris, Michael and Peeter for their service to the Council for a considerable number of years, and the Vice Chair wished the Council to Thank Brian for his service also.**

## 13. FUTURE MEETINGS

Date of next Ordinary meeting 30<sup>th</sup> May 2022.

**Extraordinary meeting arranged for 16<sup>th</sup> May at 7.00pm (this is within 2 weeks of the Election) following Local Elections.**