
CYNGOR CYMUNED TONGWYNLAIS COMMUNITY COUNCIL



**Minutes of the Ordinary Meeting held at
the Tanyard in compliance with the Local
Government and Elections (Wales) Act
2021**

Monday 30th June 2025 – 6.30pm

1. Attendance

Community Councillors: Chair Mike Jones-Pritchard, Vice-Chair Caryn Hill, Owen Thomas, Rob Wiseman, Ceri Lane, Graham Walters

Clerk: Nadine Dunseath

also present: PCSO Park SW Police, 3 members of the public.

Apologies

Cllr Ana Waite (work commitments)

Cllr Linda Morgan (village festival commitments)

Cllr Simon Underdown (personal reasons)

2. Declaration, Registration and the Nature of Interests

None

3. Police Matters

SW Police attended the meeting and provided crime figures for June as follow: -
2 ASB, 1 Criminal Damage, 3 Suspicious Circumstances, 1 Attempted theft from vehicle.
Crime figures for May are included in the Clerk's report.

Chair asked for an update following an incident involving violence at the recreational ground the previous week and if any information could be shared to reassure residents. SW Police confirmed that an investigation was ongoing, and whilst they believe the incident to be isolated, they continue to patrol the area.

(i) Council member raised concerns if drugs were being brought into the village with potential suspicious activity reported to the police.

(ii) Council members raised concerns over use of electric bikes and e-scooters being used around the village on roads with regard the speed and when ridden by children.

SW Police advised to report any suspicious activity or areas of concern to them.

Chair thanked SW Police for attending.

4. MP, Senedd, County Councillor Matters

(i) Hedge Trimming

Clerk had contacted Cardiff Council and requested that the overgrowth on hedges along Merthyr Road was trimmed. Cardiff Council had assured the hedges would be trimmed at the end of the bird nesting season in September.

(ii) Recycling

Council Member raised the issue of smaller waste collection vehicles being used on the smaller streets in the village which mix the red and blue recycling into one container. Chair assured that if the waste is separated at source before collection, materials can still be recycled by the Cardiff Council depot.

**AP Clerk to contact Cardiff Council to enquire how many vehicles separate the recycling and confirmation of the process taken to sort items when recycling is mixed.*

5. Public Session

(i) Resident concern regarding grass across the pavements following grass cutting by Cardiff Council contractors. Clerk advised this had been flagged already with Cardiff Council but would raise again.

(ii) Resident concern regarding noise from local pub that was affecting residents especially young children. Chair advised resident to contact Shared Regulatory Services and that a meeting with the landlady had been requested. **AP Clerk to follow-up on meeting date.*

6. Matters arising from the Public Session

Actions noted in agenda item 6.

7. Consideration & Approval of the minutes of the Annual Statutory Meeting on 27th May 2025

Council Members all agreed to approve the minutes of the Annual Statutory Meeting on 27th May.

Council resolved to approve the minutes of the Annual Statutory Meeting on 27th May 2025.

8. Matters arising from the minutes and any remaining business from the meeting.

Item 14 (iii) It was noted that the bushes alongside the primary school had been trimmed.

Item 14 (iv) It was noted that a 2nd bollard had been installed on the pavement Merthyr Road outside the Spar shop.

It was noted that yellow lines had been renewed at the top of Ironbridge Road and also white lines at the entrance to Grants Close.

Item 19 Remote Heating. Thanks to Cllr Walters who volunteered to install the remote heating device prior to Cardiff Council connecting to their Wi-Fi system.

Item 19 Green Waste Recycling Bags. These had not yet been received from Cardiff Council for use in the Community Garden. **AP Clerk to chase.*

Item 19 It was noted that the public waste bin on Merthyr Road had not yet been replaced. **AP Clerk to chase.*

It was also reported that the public waste bin was missing from the lamppost on Merthyr Road by the Village Hall.

It was noted that potholes had been reported to Cardiff Council who had attended to circle with yellow paint in preparation for repair.

9. Updates from Working Groups

(i) Hanging Baskets – consideration of additional baskets

Thanks to Cllr Walters and local businessman Paul Moruzzi for installing the hanging baskets and replacing brackets where required. It was noted that 48 baskets had been hung and that there were no spare this year. Clerk advised that a request had been made to Cardiff Council to place brackets on the lamppost by the church, however Cardiff Council had declined the request. It was noted this was no longer required this year.

(ii) Festive Lights

Contractor still to provide requesting price list and brochure of new lamppost features.

**AP Clerk to chase and request quotation for installation*

Cardiff Council had provided a list of recognised qualified contractors who can install festive lights. **AP Clerk to make enquiries for quotations.*

A new contractor had provided a quotation for new lamppost features however it was noted that the cost was high, and payment was required in full this financial year, with extra cost required for delivery and installation.

10. Clerk's Report of Correspondence.

June 2025

Air Quality Monitoring MS Julie Morgan has shared air quality monitoring results for outside the primary school which are well below the legal average of 40µg/m³. The monitoring diffusion tube is situated close to the road, and levels will be lower by the school buildings. Monitoring will continue for a 12-month period.

Monitoring Officer Meeting Clerk has been invited to attend the quarterly meeting for Clerks with the Monitoring Officer which is scheduled for early July.

One Voice Wales Meetings One Voice Wales have contacted all town and community councils with concerns over varying levels of attendance at meetings. They have reminded that each council can nominate two representatives who also have voting rights at area committee meetings. An online meeting had been scheduled for Wednesday 4th September to vote on amendments to OVW constitution. It was noted that the Community Council should determine its position.

Hedges Merthyr Road A request has been made to Cardiff Council to trim back the hedges on Merthyr Road who have confirmed they will be trimmed after the bird nesting season.

M4 resurfacing SWTRA have written to advise of road closure of the M4 between Junction 30 and 32 over the next two months for resurfacing, diversions are implemented and information has been shared on social media.

Roof Cleaning A local contractor has offered a roof cleaning service which includes a comprehensive inspection to identify any issues and removal of all dirt, debris and moss, a quotation of £280 has been provided.

Legal Advice re Capital Funds Legal advice had been provided from NALC (National Association of Local Councils) via One Voice Wales regarding use of capital funds which had been circulated to all Council Members.

Vegetation at Allotments Resident report of overgrowth at the allotment boundary, knotweed alongside the stream and spreading of chippings to form pathways at allotments.

Updates from May Meeting

Item 10 Land Valuations Clerk has contacted other Community Councils for advice and Pentyrch CC have confirmed they have had land valued with a valuer recommended by their solicitor. Clerk has enquired for contact details.

Item 12 Police Matters Crime figures for May have been confirmed as follows: - Anti-Social Behaviour – 3; Criminal Damage – 2; Theft/Attempt Theft general – 1; Theft/Attempt theft from vehicle – 1; Theft/Attempt of pedal cycle – 2

Item 13 Merthyr Road signage improvements Cardiff Council have confirmed that the signage is correct and there has been no collision data reported. A site visit has been requested to establish why motorists are often taking incorrect lanes.

Item 14 (iii) Bushes Tongwynlais Primary School has arranged a contractor who have trimmed the bushes around the school area, including on Ironbridge Road.

Item 14 (iv) Merthyr Road Parking Cardiff Council Highways have confirmed that a second bollard has been installed on the pavement outside the Spar on Merthyr Road to reinforce no parking.

Item 18 (ii) Hanging Baskets Watering Bowser has been received and hanging baskets have gone up along Merthyr Road, with thanks to local businessman Paul Moruzzi and Cllr Walters.

Item 18 (iii) Festive Lights Cardiff Council have provided a list of recognised and approved lighting contractors who may be able to install festive lights to lampposts.

Mk Illumination have confirmed that the list of prices in their brochure is per motif with designs available to purchase for this year. Payment would be required in full this financial year. The installation team for this year is already booked, a local contractor has been recommended but they are not on the Cardiff Council list.

Item 19 Boiler Service Remedial works have been recommended following the annual boiler service for the Tanyard.

Item 19 Fencing Repair Resident has confirmed that they are happy to pay 1/3 towards costs for the fencing repair which has been completed.

Item 20 (iii) Remote Heating Clerk has advised Cardiff Council IT department that a TADO system will be installed at the Tanyard who are checking whether this may include an internet bridge setup requiring direct wiring to the router. Thanks to Cllr Walters for volunteering to install the remote heating system.

(i) Any matters arising from the Clerk's report

One Voice Wales Meeting Sept *AP Agenda item for July meeting for Council to determine its position to vote on amendment to OVW constitution.

Roof Cleaning Council agreed not to carry out roof cleaning.

Vegetation at Allotments. *AP Clerk to contact allotments manager to enquire if volunteers may be available to trim back the vegetation.

It was noted that the knotweed reported alongside the stream may be on Community Council

land and that this is not an offence, only if it were encroaching on other property. It was noted that the chippings may have been donated from the Merthyr Road gardens tree work which contained no visible knotweed, but to suggest to allotment owners they may wish to apply a groundcover membrane on the ground where the chippings are stored before distribution.

Sparrows Field It was noted that brambles and overgrowth required cutting back around the perimeter for the playing field. **AP Clerk to contact Cardiff Council.*

11. Financial Matters – To receive the Finance Report for June

Clerk presented the financial report for June to the Community Council with expenditure as follows: -

Expenditure

BG Lite Elect Bill April	dd	-£35.61
BG Lite Gas Bill April	dd	-£24.75
Bank Charges March	dd	-£4.25
Hanging Basket Plants & Travel costs	cheque1949/1950	-£265.00
Internal Auditor Fee	BACS	-£200.00
Keys for gate	BACS	-£18.00
Remote Heating Control	BACS	-£100.00
Window Cleaner - May 28th	BACS	-£20.00
Staff Costs May	BACS	-£1,292.15
Tesco Mobile May	dd	-£10.60
Bank Charges April	dd	-£4.82
SSE Energy - Elec for festive lights 24	BACS	-£151.06
Limegreen - Boiler Service	BACS	-£99.00
Fencing Materials	BACS	-£201.14
Welsh Water	BACS	-£92.14
Replacement Padlock Keys	BACS	-£13.50
BG Lite Elect Bill May	dd	-£43.22
BG Lite Gas Bill May	dd	-£21.59

(i) Approval of Payments

Clerk reported the payments to be made in June as follows: -

Staff Costs June	tbc
Q1 HMRC PAYE	

Community Council resolved to approve the payments to be made.

(ii) Consideration and approval of quotation for boiler service remedial works £209.21

Cllr Walters advised that an isolation valve should already be installed at the boiler and an additional valve may not be required. **AP Cllr Walters to confirm.*

It was noted that the water leak in the filling loop had been reported to the contractor some time ago. **AP Clerk to enquire if repair had already been completed and if repair may be under warranty.*

(iii) Approval of purchase of lamppost poppies £3 each

It was suggested to purchase an additional 40 lamppost poppies at a total cost of £120 and to ask residents for any names to note on the poppies to commemorate family members who had lost their lives serving in the armed forces. Clerk advised that a budget of £30 had been

set aside for lamppost poppies. All agreed to use some funding from the budget for “additional projects”.

Council resolved to purchase 40 lamppost poppies at a total cost of £120.

12. Planning Matters

(i) 25/01358/HSE 16 Llwyn Malt, First Floor Side Extension

(ii) 25/00965/HSE 29 Queen Street, Part single storey, part 2-storey rear extension with exterior alterations including decking.

Council made no comments on the planning applications.

13. Councillors Reports.

None

14. Any urgent matters for information only

None

There being no further business Chair thanked everyone for attending. The meeting closed at 7.55pm.

Date of next meeting Monday 28th July.