**Peterston-super-Ely Community Council**

***Cyngor Cymuned a Llanbedr-y-Fro***

**Minutes of the Ordinary Meeting held at 7.30pm on 13th July 2017 at the Church & Community Hall, Peterston-super-Ely**

**Present:** Councillors: Ian Pearson (Chair), David Moody-Jones (Vice Chair), Pat Cadwalladr, Abigail Phillips, David Field, Diana Powell & Hywel Thomas.

**Also Present:** Joanna Howell (Clerk to the Council) and CC Michael Morgan

**Apologies:**  PCSO Dan Rees and Cllr Kate Hurley

The Chairman welcomed everyone to the meeting. Apologies had been sent by Cllr Hurley due to a family medical emergency.

At this point the Chairman expressed his sorrow at hearing about the deaths of ex Councillor Tony Williams and his wife Faye, the Council wished to send their thoughts to the family.

1. **Police Matters**

PCSO Rees had sent his apologies but had sent the Clerk a Police Report. There had been three crimes in the last month, the break in at The Three Horseshoes, a stolen plant pot at Gwern y Steeple and criminal damage to a fence. The Chairman stated that PCSO Rees had been in the village a number of times during the last few weeks on patrol and attending a school event.

1. **County Council Matters**

CC Morgan reported that he was investigating the provision of care and availability of quality accommodation for the elderly in the Vale villages.

He also explained that he had been advised that the Welsh Government had allocated £60k to investigate the improvement of roads around the Sycamore Cross junction, and explained that what might have been seen in the press about a possible project to improve the road from the M4 junction 34 to Cardiff Airport was related to this. CC Morgan had been ensured that he would be included in all discussions/consultations by the Vale Council into the road system around this area.

1. **Public Session**

There were a large number of public present but no one wished to speak.

1. **Matters arising from Public Session**

None

1. **To consider previously circulated MUGA Business plan and Welsh Government Grant Application in order to decide whether to approve grant application for submission.**

At this point Cllr Phillips declared an interest in this item, due to her previous involvement in the development of the grant application and work with the project team. Cllr Phillips then left the room.

It was explained that going forward Cllr Phillips would be only acting as any other Councillor in regards to the MUGA project and any of the detailed decisions that would need to be approved by the Council going forward, her declaration of interest therefore only relating to this item.

*AP Clerk to update declaration of interests schedule*

There was a discussion regarding the feedback and critical challenge that had been received from the public and an acknowledgment of the strong personal feelings that this issue had raised.

The history and purpose of the memorial fields was also raised.

The Chairman explained that ideas around the issues of parking and traffic were already being looked into by the Council.

The length of time to consider the business plan given its complexities was also raised.

At this point Cllr Pearson made the following proposal: - That the Chairman be instructed to sign the application form to the Welsh Government Rural Communities, for a grant of £128,000 towards the costs of the proposed development of Peterston super Ely ‘Multi Use Games Area’ without the supplementary schedules and appendices. That the application be submitted online together with the schedule showing the project Capital Cash Flow of the project. That the application form be accompanied by a letter indicating that the various schedules and appendices would follow in due course. That the application be concluded on Monday 17th July 2017 for submission on Tuesday 18th July 2017. Further that the various schedules and appendixes as amended are to be agreed by the Chairman, Chairman of the MUGA Sub Committee and its members before submission. This is to be concluded at the earliest opportunity.

This proposal was seconded by Cllr Field and was agreed unanimously by a show of hands.

It was RESOLVED to submit the Welsh Government Rural Grant application for the MUGA and associated cashflow document.

At this point Cllr Phillips re-joined the meeting.

It was agreed that the Clerk would organise a monthly meeting of the MUGA Subcommittee starting in August. The August meeting would be primarily to consider what additional decisions needed to be made by the Council in relation to the project and where applicable any budget considerations, as well as determining possible solutions to what has been raised by the public.

The Council also decided that should the grant application be successful a public meeting would be held later in the year to show the village the plans for the MUGA and details of how the project and later the facility would be run.

1. **To consider report from Community Action Planning Committee re methods of community action planning**

Cllr Powell presented the key points from the previously circulated committee meeting minutes. She indicated that she would raise with the school the possibility of their involvement and that the Clerk would put together the questionnaire during the summer for this Council’s approval. Cllr Phillips raised that it would be useful to meet with Phil Chapel from CRC re funding possibilities once priorities had been determined and that a landscape plan could be considered. It was also indicated that the Council would prefer for a hard copy of the questionnaire to be delivered to each property not to just specific areas.

*AP Clerk to produce draft questionnaire*

*AP Cllr Powell to speak to school about pupil involvement*

1. **To consider previously circulated maintenance plan proposed by Maintenance Plan Committee**

The previously circulated maintenance plan was discussed and the areas that required additional budget highlighted. It was proposed by Cllr Thomas and seconded by Cllr Cadwalladr that the following additional budget be authorised: -

* £750- Pathway in Church
* £500- Refurbishment /new picnic benches in playground
* £250- School Signage

The budget increase was agreed by all.

*AP Clerk to make changes to budget*

Cllr Pearson also indicated that the memorial bench had been damaged by vandalism however this had now been repaired by two volunteers.

Cllr Moody-Jones raised the subject of the SSSI at the riverbank and was concerned on how it was cut. After a discussion on the implications of SSSI it was agreed that another meeting with an NRW officer would be very useful.

*AP Clerk to arrange meeting with NRW Officer*

Cllr Pearson then referred the Council to the draft changes to the financial regulations suggested by the maintenance committee. These were reviewed and Cllr Thomas proposed they were accepted, this was seconded by Cllr Phillips.

*AP Clerk to update financial regulations*

1. **To receive the minutes of the full Council Meeting held on 12th June 2017**

The minutes of the meeting had been previously circulated by the Clerk and were accepted unanimously as a true and accurate record. It was proposed by Cllr Thomas and seconded by Cllr Pearson that the minutes be accepted. A set of minutes was then signed as a true and accurate record by the Chairman.

1. **Matters Arising from these minutes**

Point 51.4 – Network Rail cutting of hedge – AP *Clerk to chase again*

Point 55.4 – Verge on Station road has been cut but the path is still much narrower than it used to me – AP Clerk to report to VoG to try and get whole path restored.

Point 56 – Cllr Thomas has had a quote for £200 to remove and restore the steps from the path to the main road opposite the bus stop. It was agreed that this was a hazard and so the work could go ahead.

*AP Cllr Thomas to arrange work*

1. **Clerk’s Report**

The following matters were discussed from the Clerks report: -

Change of date of September meeting – It was agreed to change the date of the September meeting to Wednesday 20th September 2017

*AP Clerk to advertise change of date*

GVS Meeting – There was a brief discussion regarding the funding pots available.

**Finance**

Current balance as at 05/07/2017 of CB= £18,261

Cllr Thomas proposed the following payments were approved this was seconded by Cllr Moody-Jones

PAYMENTS (incl VAT)

12-Jun refund -Jo Howell - Set of printer cartridges 805 29.96

16-Jun Hall hire committee meetings 806 30.00

28-Jun Vale of Glamorgan - Playground inspections 807 209.24

30-Jun Jo Howell - Clerk June Salary 808 443.33

30-Jun Arborwood Tree Care - Playing Fields tree work 809 690.00

10-Jul Elyas the handyman - replace broken timber in riverbank fence incl materials 810 50.00

13-Jul Clearance along riverbank and verge 811 312.00

13-Jul June Grass Cutting Churchyard - Priory Landscape 812 588.33

The following receipts were reported

RECEIPTS

12-Jun Interment Fee - Marjorie Shanahan 650.00

16-Jun VAT Reclaim 101.67

29-Jun Use of Playing Fields 50.00

Cllr Field confirmed he had reviewed and approved the June Bank reconciliation and signed the reconciliation to show review.

The Clerk had previously circulated a budget analysis for the quarter ended 30th July 2017. This was discussed and the changes in budget as suggested by the Clerk were approved, this involved Churchyard income already received that had not been budgeted.

*AP Clerk to change budget*

1. **Planning Matters**

The following planning matters were discussed: -

17/3171492 The Piggery, Logwood Hill, Peterston Super Ely – APPEAL – No decision on this had yet occurred.

2017/00466/FUL Jubilee Fields Campsite, Peterston Super Ely

 Erection of toilet block, installation of septic tank and formation of new vehicular access to the site Cardiff And Vale Area Scout Council

There was a discussion of the campsite application and how it affected access. The Council agreed that a comment should be made at how badly presented the plans were which made it very difficult to fully assess their impact. However, it was agreed that overall the changes would probably improve access to the campsite.

*AP Clerk to comment on plans*

A resident had also complained about the fact two caravans were on a local field and appeared to be being lived in.

*AP Clerk to report to planning department*

1. **Correspondence**

These were reviewed and acknowledged. There was no additional correspondence.

1. **Councillors Reports**

The Chair ran through the previously circulated Councillors reports.

Cllr Moody-Jones provided a report on the recent Community Liaison meeting he attended. He reported that there had been discussions relating to the Police and the highways plan. He wished to feed back to the Vale that he felt this meeting was for liaison between the Council officers and the County Councillors, and that input from the Community Councils was not taken seriously.

*AP Clerk to report back to Chair of Community Liaison*

Cllr Pearson had previously reported a sign out of alignment near the vicarage.

Cllr Pearson reported that the Churchyard Committee had met the previous day and the minutes had been previously circulated. The Committee had performed a ‘wobble test’ and a full walk around. The minutes included a comprehensive list of work to be completed most of this would be done by volunteers, however the Clerk had instructions for the contractor. *AP Clerk to query with BBC reinstatement of grave*

Finally, the Chairman asked the Council to consider over the summer if they felt it would be appropriate to mark the end of WW1 in some way during 2018.

1. **Health & Safety Matters**

Cllr Pearson reported the damage to the tarmac on the pathway where the car had damaged the fence. *AP Clerk to report to VoG Council*

There being no further business the meeting closed at 9.35pm. The next meeting will be held on Wednesday September 20th 2017

Chair \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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