

Peterston-super-Ely Community Council *Cyngor Cymuned a Llanbedr-y-Fro*

Minutes of the remote Ordinary Meeting held at 7.30pm on 10th January, 2022 held on Zoom

Present: Councillors: David Moody-Jones, John Drysdale, David Field, Huw Potter, Diana Powell, Abigail Phillips and Dave Jaques

Also Present: C Cllr Michael Morgan, Tor Trundle (Clerk to the Council) & one member of the public from point xxx by telephone.

Apologies: Cllr Kate Hurley

133 Declarations of interest

There were no declarations of interest.

134 Police Matters

No reports had been received since November 2021. The Chair asked if the Clerk could contact the police and request updates.

Action: *Clerk to contact PCSO Richard Davies and ask for regular reports to be communicated.*

135 County Council Matters

C Cllr Morgan raised the following points:

Retirement Housing – a number of responses had been received from residents in relation to this topic and these would continue to be raised as an area of concern

Pendoylan and Logwood junction –complaints had been received regarding the junction, and that it had become quite dangerous. The Community Council agreed that they felt that this should be raised with Highways and a request for a solution submitted to the Vale Council.

Local Government Elections – the next Local Government Elections will be held on Thursday, 5th May, 2022. C Cllr Morgan noted that the matter was on this meeting's agenda and felt that it was appropriate to promote the fact that there is the option for anyone over the age of 18 in the Community to be nominated for the Community Council .

Queen's Platinum Jubilee – C Cllr Morgan felt that it would be good to mark the jubilee and he was happy to be involved in the planning of the event over the coming months.

Rural Roads Policy – C Cllr Morgan confirmed that Mike Clogg, Operational Manager for Highways would prepare a report, which would be presented to the Environmental and Regeneration Scrutiny

Cllr Phillips reminded the Community Council that the Local Development Plan had been circulated for review and comments were invited by 31st January, 2022. Commenting upon this would be a good avenue to raise any issues that the Community Council felt required mentioning. C Cllr Morgan confirmed that Retirement Housing was considered within the Local Development Plan. Cllr Jaques communicated that a joint report had been commissioned between Cardiff and the Vale Council on this area. He confirmed that this was a useful document, which highlighted where the pressures were likely to be within the

housing sector and would forward. Cllr Drysdale reminded the Community Council of the work that he and Cllr Jaques had undertaken in relation to an affordable housing survey. The survey had been sent to the Vale Council's Rural Housing Enabler, Kathryn Partridge for review, but no feedback had been received. Cllr Drysdale wondered if C Cllr Morgan would be able to help secure a response.

Action: Cllr Jaques to forward Cardiff & Vale Council report on retirement housing to the Community Council. Cllr Drysdale to chase Kathryn Partridge in relation to the Affordable Housing survey.

C Cllr Morgan had previously asked if any local residents have any matters to raise, they can contact him by phone on 07771-803639 or email mjmorgan@valeofglamorgan.gov.uk

136 Public Session and Matters arising from Public Session

One member of the public had requested to attend and join by telephone. The clerk contacted the member of public who wished the Community Council to review three points:

Cyclists – it was reported that cyclists were riding through the village at tremendous speed and without due care to other road users. The cyclists would often be abusive and extremely noisy as they ride through. The member of public thought that the route was still on STRAVA and if this could be removed.

Water on road at Gwern Y Steeple - During heavy rain, water flows down the road at Gwern Y Steeple, and the road often resembles a “tributary of the River Ely”. One point to note is that the drain cover that has recently been replaced at that location has moved and is no longer in the correct position. A query was raised on whose responsibility this was. Due to the amount of water, the sides of the road onto properties was being affected and starting to erode away.

Cows in Llanlay Meadow – The National Trust had previously confirmed that the livestock would be placed in the meadow within a certain section for three years, being introduced in the Spring and then removed in the Autumn. It was conveyed that the cattle had strayed onto other areas and some had calved. This raised further concerns due to the potential for being chased while they had young and a number of residents had stopped using the route. The member of public wondered if the National Trust could be approached to feedback all issues.

The Community Council agreed that there was a problem with cyclists, travelling at speed through the village. The Clerk would write to the PCSO Richard Davies and report the recurring problems and ask for advice. It was also felt that STRAVA could be contacted again to ask if the route could be removed from their application. The Community Council wondered if local residents could erect signs on their properties to highlight to cyclists that they need to slow down and respect the neighbourhood as they travel through. It was further suggested whether highway signs could be placed on the road by the Vale Council, aimed at the passing cyclists. In relation to the noise, it was discussed if this would be classed as anti-social behaviour and if they could be reported.

Cllr Moody-Jones confirmed that he had reported the problem with the water and the drain to the Vale Council on several occasions. Cllr Field noted that initial responsibility lies with the landowner but then joint responsibility for the Authority and land-owner when overflowing onto highway. It was wondered if C Cllr Morgan could raise the problem with the Vale Council and the drain cover be fixed.

Cllr Moody-Jones confirmed that the Community Council would contact the National Trust to report the current problems. Cllr Field and Cllr Powell both had contacts they could approach within the National Trust. It would be good to remind the Trust that they have a responsibility for safety to the public.

Action: *Clerk to contact PCSO Richard Davies regarding the current problem with cyclists, STRAVA to ask to remove from the application and the Vale Council, to determine if signs could be placed on the highway. The Clerk would ask C Cllr Morgan if he would approach the Vale Council about the issues with the water draining onto the highway. Cllr Field & Cllr Powell would contact the National Trust and report problems.*

137 To receive the minutes of the Ordinary Council Meeting held on 8th November, 2021

The minutes of the Ordinary Council meeting had been previously circulated by the Clerk and were accepted unanimously as a true and accurate record. It was proposed by Cllr Field and Cllr Drysdale that the minutes be accepted.

138 To consider matters arising from these minutes.

Cllr Moody-Jones reviewed the minutes and it was noted that most items would be covered in the current agenda. The Clerk confirmed that most action points were underway or completed.

139 To receive the minutes from the Village Maintenance Sub-Committee on 13th December 2021

The Clerk had previously circulated the minutes to the Community Council for the Village Sub-Committee and these were accepted as a true and accurate record. It was proposed by Cllr Moody-Jones and Cllr Potter that the minutes be accepted.

140 To consider matters arising from these minutes

The Clerk confirmed that all actions points were underway or completed. The Council noted that the hedges between Station Road and the railway bridge had been cut but that debris had been left on the pavement, which was causing an obstruction. The Clerk would contact the Vale Council and ask for Highways to clear. It was also confirmed that the Clerk would contact the Vale Council about a number of trees around the village and re-chase regarding the request for clarity on responsibilities for verge cuts along the riverbank.

Action: *Clerk to contact Vale Council and ask to remove the debris from cutting of the hedges. Clerk to contact Arboriculturist at the Vale Council and re-contact regarding request for clarity on the verge cutting around the river bank.*

141 To receive the minutes from the Finance Sub-Committee on 21st December, 2021

The Clerk had previously circulated the minutes of the Finance Sub-Committee to the Community Council and were accepted as a true and accurate record. It was proposed by Cllr Moody-Jones and Cllr Drysdale that the minutes be accepted.

142 To consider matters arising from these minutes.

The Finance Sub-Committee had met in December to review the current budget and review the draft budget, together with precept proposal. All points raised would be covered in the main agenda.

143 To consider and approve quarterly budget review and draft budget and precept for financial Year 2022/23

The Clerk had previously circulated the quarterly budget review for December 2021. There were six lines of receipts that needed to be amended. The Clerk wanted to ensure that the receipts reflected actual income or what was realistically expected before year end. Grants increased with the new approval of capital funding in the playground and the four churchyard fees reduced in line with current actuals. VAT was increased in line with the work that would be undertaken under the playground grant. Fifteen lines of expenditure were highlighted. Field mowing reduced as no further mowing would be undertaken this financial year. Subscriptions reduced to reflect the actual figure and churchyard and playground gardening reduced with expected invoices for the remaining year. Playground maintenance was increased to take into account the work being undertaken under the grant and training and non-gardening costs under the churchyard reduced to zero. A discussion was held around the fee normally paid to the Hall for room hire and it was agreed to pay the Village Hall, £100 instead of the normal £200, as the room had not been required due to ongoing remote meetings. The figure in grants/gifts was increased to factor in the donations given to MSF UK and Royal British Legion Poppy Appeal and MUGA, riverbank work and salt bins reduced in line with actual figures. VAT was increased to take account of the work under the playground grant and general maintenance of village reduced to £1500. Further to discussions held at the Finance Sub-Committee, it was proposed to the Community Council that a playground/playing field/community benefit reserve be set up to set aside money from the wind turbine grant of £1250 and other general reserves to a value of £2000. It was agreed that this money would be used for the benefit of the community in future projects or grants, per year moving forward.

The draft budget for 2022/23 had also been circulated prior to the meeting. Following a review of the current and profiled end of year position, it was agreed to set the precept at the same level as the previous year, at £23,000. Work was being undertaken by the Clerk on reviewing the cutting contracts. A brief to request quotation would be finalised and advertised widely to seek bids for all the cutting around the village. It was agreed that the playing field contract would also include maintenance required around the MUGA fence, including removal of weeds and trees. The Clerk pointed out that the previous contractor had undertaken the work at a reduced rate and that any newly appointed contractor may mean a higher cost. A line of expenditure had been suggested in relation to a possible jubilee event at £500 and this could be reviewed once the working party had met to discuss possible event options. Cllr Jaques wondered if a line could be included for improvements to footpaths but it was confirmed that this was something that the Vale Council should undertake. Cllr Potter also raised that the path near the village hall was in need of some attention. The Clerk confirmed that she would contact Andy Briscoe at PROW to arrange a meeting to discuss any village issues. Cllr Field and Cllr Jaques would attend.

Following a review of the financial papers and the proposed precept, all were accepted by Cllr Moody-Jones and Cllr Drysdale and unanimously agreed by all Community Councillors.

Action: Clerk to report agreed precept to Vale Council by 31st January, 2022. Clerk to contact PROW to arrange a meeting to discuss any village issues.

144 To receive an update from Cllr Field on the 20mph project.

Cllr Field provided an update earlier in the agenda after the public session as the member of public asked if they could hear the update before leaving the meeting. It was confirmed that the Vale Council only had to lay the green carpet at Gwern Y Steeple and all other 20mph items in place. The carpet would be painted once the water had subsided from that section of the road. Cllr Field also confirmed that there had still not been any substantive response from the Police Commissioner in relation to the use of an automatic speed watch device and he had recently sent another request for a response. Cllr Field wondered if it would be prudent to contact Lee Waters, Deputy Minister for Economy and Transport to ask for support. Cllr field confirmed that Speed watch had restarted, although with limited participants and it had been noted that speed is being captured at around 32-33mph. The

member of public thanked the Community Council for allowing them to attend and for their continued efforts and work that was undertaken for the community and left the meeting.

145 To receive an update on the MUGA and the impact of the lighting and action required.

Cllr Moody-Jones and Cllr Phillips met two residents at their property to investigate the impact of the lights from the MUGA. Following the meeting, the Community Council felt that they were committed to try and reduce the impact of the lighting on their properties. Cllr Phillips reported that there were a number of questions to consider:

- Is there a kill switch to switch off the lights before sessions end - at the moment people are coming for an hour, but then putting in a token to extend the session and leaving well before the second hour is up? If not, could we change the token system so that Tokens cover a short amount of time.
- To look at the cost of hoods and repositioning the lights.

Cllr Phillips felt that it would be beneficial to meet with the lighting contractor to understand the extent of shading the hoods could provide and the impact on the court lighting. Any possible solution should be investigated to ensure that this is effective. It had been reported by the residents that the lights were coming on early in the afternoon and this would be something that we would need to check. Cllr Phillips noted that one of the residents would monitor this going forward. Cllr Drysdale confirmed that one of the TaSC trustees had reported that the lights were not illuminating the courts evenly. Any solution needs to make sure that the lights operate correctly for all users. Cllr Jaques pointed out that there was water on the court at certain times. Cllr Phillips confirmed that this should not be happening and it would be raised with SWSG at the meeting.

Action: The Clerk to contact SWSG and arrange a meeting with the lighting contractor, to discuss light spill options and water on the surface. Investigation would be undertaken to determine if token time can be reduced.

146 To consider promotion required in the lead up to the upcoming elections in May 2022.

Local Government elections were due to be held on Thursday, 5th May, 2022. The Community Council thought that it was important to communicate to residents the process and also to encourage any possible new councillors. Cllr Potter confirmed that he would draft some promotional materials that could be used on social media. The Clerk confirmed that she would contact Electoral Services for information that could be used for the materials.

Action: The Clerk to contact Electoral Services and pass to Cllr Potter to produce publicity materials.

147 To receive an update and discuss implementation of the grants in respect of the Allotment, Biodiversity, Stronger Community Grants and confirm acceptance and detail of the Capital Funding from the Vale of Glamorgan Council for the playground.

Cllr Drysdale provided an update on the allotment grant. The Community Council had been sent an email confirming that the previous award for installation of mains water to the site had proved too expensive. The Clerk had contacted the Vale Council, who had approached Welsh Government and it had been confirmed that the Community Council could re-purpose the money to install other items for rain water collection. An element of allotment clearance would also be undertaken. The Clerk confirmed that the Vale Council were purchasing the items themselves for the bio-diversity grant and the Clerk would be contacted to collect the items when they were ready. Previously, the Stronger Community Grant fund had been awarded and part of the grant had been covered hedging around the

playground fence. The Clerk had applied in the meantime to the Woodland Trust for saplings and been successful. After approaching the Vale Council, they had agreed that the money previously assigned for the hedging could be used on an accessible seat in the biodiversity section of the field. The Vale Council had requested applications for play capital funding and an application had been submitted. A part of the application was approved for improved access to the playground to eradicate the flooding near the gate and pathway to two accessible seats. Cllr Moody Jones and Cllr Jaques accepted the funding for the capital grant.

148 To consider the Clerk's report including matters of a financial nature

The bank balance at the end of November 2021 was £28,904.00 and £36,458.00 at the end of December 2021 and the cash book balance for November £28,801.00 and December £35,226. The bank reconciliations for November and December have been forwarded to Cllr Field for review and authorisation electronically. All cheques have been passed to the bank signatories for signing. Finance Committee was held on 21st December to discuss the draft budget for 2022 -2023 and this is covered under the main agenda.

Payments/Receipts since last meeting (incl cheques raised but not yet signed)

RECEIPTS

Purchase of cremation plot	£ 350.00
Precept	£7666.00
Burial under the MOU	£1050.00

Payments and Authority for expenditure needed

The following expenditure needs authorising by the Council: -

PAYE HMRC – Nov 21	Cheque 1185	£ 80.00
Clerk Pay – Nov 21	Cheque 1186	£ 365.08
Kersh Grinnell – Nov 21 – cutting	Cheque 1187	£ 693.33
Jerry Widdas – playground repairs	Cheque 1188	£1152.00
HMRC PAYE Dec 21	Cheque 1189	£ 75.00
Clerk Pay – Dec 21	Cheque 1190	£ 336.70
Matthew Elton (virus Protector)	Cheque 1191	£ 10.00
Kersh Grinnell Dec 21 -Cutting	Cheque 1192	£ 693.33

Vale of Glamorgan Council –

- SCGF – following the successful bid to the Woodland Trust, Clerk requested money awarded for the hedges be re-purposed to another accessible seat which would be placed in the memorial field. This has now been agreed.
- Vale Biodiversity Grant – Clerk has chased delivery of the items
- Karen Davies – one element of the grant was successful relating to the improved access to the playground, to sort drainage issues and for two new accessible picnic benches. Jerry Widdas has confirmed that he will be able to undertake the work towards the end of January 2022. Karen Davies has confirmed that the money will be paid in advance.
- Ongoing correspondence in relation to the replacement of salt bins and enquiry regarding verge cutting responsibilities.
- Letter received from Paul Russell in relation to the financial year 2022-23 and the levy of £1.00 would produce £551.00
- New Returning Officer – Rob Thomas
- Neil Moore – LEADER – VOGC – consultation on budget 2022-23 – closing date 17.1.22
- Electoral Registration – list of register of electors sent for 2021-2022
- Consultation – Annual Delivery Plan – 2022-23 closing date for comments - 9.1.22

- Martin Bull – Section 137 – Council’s discretionary limit for 2022-2023 is £8.82
- Karen Bowen – VOGC – confirmation that the independent observation at the Community Council meeting went well.
- C Cllr Morgan – Confirmation that he was not satisfied with regards to the response to Community Liaison in relation to Rural Roads policy

MUGA-

- Clerk still awaiting payment from TaSC in respect of annual maintenance fee.
- Meeting with resident to be arranged to view the lighting from nearby properties.
- Some weed control required around the pathway to the MUGA and around the fence.

OVW

- Bridgend/Cardiff/Vale Area Committee – next meeting 24th January, 2022
- Tracy Gilmartin – OVW – Draft report and draft replacement Local Development Plan Delivery Agreement Consultation – closing date now extended to 31.1.21

Playing Fields & Playground

- Four grants to be delivered in the next quarter, in relation to SCGF, VOGC Capital Funding, VOGC Bio-diversity grant and the Woodland Trust.
- Wyndham Hughes – VOGC – Play Area Inspection. Most items highlighted in the report have been covered under the repairs undertaken by Jerry Widdas before Christmas.

Allotments

- Due to the value of the only quote received in relation to the installation of water to the allotment, the Clerk has approached the Vale Council to ask if the grant money can be used to install water tanks and introduce a water supply via these receptacles. Also, request made for some clearance work at one end of the allotment. This has been agreed by the Vale Council and the work is underway. Delivery must be achieved by February 25th, 2022.

Churchyard

- War Memorial Trust –Pre-application response for the grant application submitted. Clerk has completed and requested further information from Cllr Moody Jones.
- Resident contacted the Clerk regarding work that was required on the shed in the churchyard. This has now been undertaken.
- Amount received under the MOU, detailed above in receipts.

Village Maintenance

- Meeting held on 13th December, 2021. The Clerk is to measure the areas to be included in the request for quotation. RFQ will be circulated to Council when completed.

Other Business

- Queens’ Jubilee event – first working group meeting to be scheduled shortly.
- Clerk to St George’s has provided report relating to the wind turbine grant. Discussion has been held at the Finance Committee to set some money aside as this grant is intended for community use.
- Boundary Commission for Wales – published representations and link to report.
- Keep Wales Tidy – Great British Spring Clean – March 25th – April 10th 2022.

- Woodland Trust – confirmation that our application has been successful – 420 saplings.
- Request by resident that the section on Wyndham Park be more prominent on the webpage.
- Confirmation received from CCV that they are willing to help with the bio-diversity work in relation to the grants.
- Correspondence ongoing regarding the steps at the White Bridge
- Request for hiring of the field for American Football on Sundays.

149 To consider any planning matters

There were three new open applications:

2021/01697/FUL (TSE) - : 21, Pwll Y Min Crescent, Peterston Super Ely - : Removal of existing failing conservatory and replacement with single storey flat roof extension. Raising roof on rear wing of house and addition of flat roof dormer to provide more useable space in upper storey – 4.1.22

2021/01490/FUL (TSE) - Caehir House, Peterston Super Ely - Alterations and enlargement of existing conservatory including covered walkway and balcony to the rear – 24.12.21

2021/01644/FUL (SZ) – Land East of Station Road, Peterston Super Ely – Proposed development of a private horse stables and manege utilising the existing access – 7.12.21 – comment placed on portal – location plans to be more definite and drainage.

One approved application:

2021/01030/FUL - Doggie Day Camp, Pont Sarn Lane, Peterston Super Ely - Proposed change of use from the current equestrian use to a proposed sui generis use (Dog Day care) **3.8.21 – Approved – 1.12.21**

One refused application:

2021/01300/FUL (JK) – Ty Cerrig, Groes Faen Road, Peterston Super Ely – Erect a 5-inch feather edge to part of the front and the side of the property. The fence proposed is to be the height 1.95 metres and will be behind the existing retaining wall. Refusal – enforcement on 16.1.21

150 To consider any correspondence.

The clerk had previously circulated the list of correspondence over the month. Any emails which had required Community Council attention had been forwarded accordingly. Cllr Drysdale requested further information in relation to the email from Gwyn Teague in relation to the finger post sign at Mill House and confirmation that this would be repaired. As this had not been undertaken, the Clerk confirmed she would contact Andy Briscoe at the Vale Council and ask for a meeting regarding a number of points around the village. The Community Council also noted the email in relation to Keep Wales Tidy and the Great British Spring Clean event March 25th – April 10th 2022 and that it should be included on the agenda for the February meeting.

151 To consider any reports of Councillors

Three reports had been received. Cllr Moody-Jones had reported creepers on the walls of the churchyard shed needed trimming. He had also reported water on the roads at Gwern Y Steeple on multiple occasions. A rogue tree had been reported to the Clerk by the notice board in the playing field and this had already been removed by the grass cutting contractor.

Cllr Drysdale had noted that the grass was encroaching on the path to the MUAG and needed hoeing back. The Clerk was in the process of obtaining quotes.

152 To consider any Health & Safety matters, to include playground maintenance/checking & village flooding.

Cllr Field confirmed that gas works were being undertaken on Ael Y Bryn to the main road and a three-way traffic system would be in place from Monday, 17th January, 2022.

Prior to the end of the meeting, the Community Council wondered if the Clerk could investigate whether MS TEAMS would be a good resource for future remote meetings rather than zoom.

Action: Clerk to determine cost of both business zoom and MS TEAMS and best for remote meetings moving forward.

There being no further business the meeting closed at 9:55pm. The next ordinary meeting will be held on Monday, February, 14th, 2022 at 7.30pm, remotely.

Chair _____

Date _____