

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

**Minutes of the remote Ordinary Meeting held at 7.30pm on 14<sup>th</sup> February, 2022 held on Zoom**

**Present:** Councillors: David Moody-Jones, John Drysdale, David Field, Huw Potter, Diana Powell and Kate Hurley

**Also Present:** C Cllr Michael Morgan, Tor Trundle (Clerk to the Council) & two members of the public.

**Apologies:** Cllr Abigail Phillips and David Jaques. Cllr Potter and Hurley were unable to stay for the whole of the meeting and left prior to the end.

### **153 Declarations of interest**

Cllr Drysdale declared his interest in relation to the discussion surrounding allotment fees at point 164 on the agenda.

### **154 Police Matters**

Reports had now been received and only one report in respect of Peterston Super Ely in the month of January:

- 1 x animal/wildlife – reported illegal fox hunt – Pont Sarn Lane, PSE – officers attended and this was a legitimate hunt

### **155 County Council Matters**

C Cllr Morgan raised the following points:

**Rural Roads Policy** – C Cllr Morgan confirmed that Mike Clogg, Operational Manager for Highways had prepared a report, which was presented to the Environmental and Regeneration Scrutiny on 18<sup>th</sup> January, 2022. The link to the meeting had been circulated to the Community Council for consideration. Following the presentation, a recommendation was made by Scrutiny that Cabinet review the decision. C Cllr Morgan would continue to press for a need for a separate policy for Rural Roads as he was aware that there was concern locally for the safety and condition of local lanes. C Cllr Morgan confirmed that he would welcome suggestions from the Community Council of measures that could be implemented and that future engagement with the village to determine possible solutions would be beneficial.

**Action:** *Community Council to determine possible action to canvas ideas from residents to help with safety of pedestrians while walking around the villages.*

**Queen's Platinum Jubilee** – C Cllr Morgan had attended the first working group meeting to assist with the planning of a jubilee event. He hoped that in time, more volunteers would step forward to participate, but he praised the small group for the work that had already been undertaken in such a short timeframe.

**Flooding on roads** – C Cllr Morgan confirmed that the Vale Council were reviewing this problem currently and a report was being presented on land drains the following day.

**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](mailto:mjmorgan@valeofglamorgan.gov.uk)**

**156 Public Session and Matters arising from Public Session**

Two members of public had requested to attend and joined remotely:

The member of public made a request to the Community Council to allow an application to be submitted in respect of a grant application for indoor bowls equipment. A point was made in respect of the current grant criteria and that it stated applications would only be accepted by the Community Council twice a year. It had been previously suggested that this was no longer relevant and Cllr Drysdale suggested that a note should be made that if a grant application was urgent then this criteria should be ignored and the Community Council approached. The member of public confirmed that £1000 had already been secured from another funder and the balance of £2000 was requested from the Community Council. The Community Council confirmed that an application should be submitted and it would be discussed. It was further noted that the member of public was at risk of losing the other funding by the end of the financial year, unless at the very least an expression of interest was given by the Community Council. It was also reported that Sports Wales had previously given funding for this type of activity and it was advisable that the member of public contact that organisation to determine if a grant could be accessed.

**157 To receive the minutes of the Ordinary Council Meeting held on 14<sup>th</sup> February, 2022**

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 Powell and Cllr Drysdale that the minutes be accepted.

**158 To consider matters arising from these minutes.**

Cllr Moody-Jones reviewed the minutes and noted that as Cllr Potter had to leave the meeting early, and therefore, it would be beneficial to receive an update from Cllr Potter in relation to the publicity materials in relation to the upcoming elections. Cllr Potter confirmed this was underway and he was drafting a page that could be used on all publicity avenues. Consideration was given to the progress made in relation to the previous public session and Cllr Powell confirmed that she would approach the school to determine if the children could be asked to make signs for residents to display in the garden to encourage cyclists to slow down and respect the village. Cllr Powell also mentioned that she had contacted the representative at the National Trust regarding the cows, but would contact again as no update had been received. Cllr Drysdale had contacted a cyclist friend, who had provided information in respect of STRAVA and confirmed that the application did not recommend routes and therefore contacting STRAVA would not provide a solution.

***Action: Cllr Powell to contact the school, with a view to the children designing signs for use by residents to encourage better behaviour from cyclists passing through the village. Cllr Powell to contact the National Trust and request further update. The Clerk would write to the resident who attended the January meeting and provide a comprehensive update.***

**159 To receive an update from Cllr Moody Jones on the Bridgend/Cardiff/Vale Area Committee held on 24<sup>th</sup> January, 2022**

Cllr Moody-Jones had attended the meeting held by One Voice Wales and provided an update on the content. He communicated amongst a number of matters that Rachel Carter, Local Places for Nature Officer had given an update about Local Places for Nature packages. Information was provided in relation to a website detailing ways in which

Councils may wish to mark the occasion for the Queen's Platinum jubilee and possible funding.

**160 To receive an update from Cllr Phillips on the Community Liaison Committee meeting held on 25<sup>th</sup> January, 2022**

Cllr Phillips had provided her apologies for the meeting. The Clerk would circulate the minutes received in respect of this meeting to the Community Council.

*Action: Clerk to circulate minutes of the Community Liaison Committee meeting held on 25<sup>th</sup> January, 2022*

**161 To receive an update on the MUGA and the progress with the lighting contractor**

The Clerk had contacted SWSG and an appointment had been arranged for Thursday, 17<sup>th</sup> February, 2022 at 5:45pm. Cllr Phillips and Cllr Drysdale would attend with Rob Jones and the lighting contractor to discuss possible options in respect of the glare from the MUGA lights.

**162 To receive an update from Cllr Potter on the promotion in the lead up to the upcoming elections in May 2022.**

Cllr Potter had to leave earlier in the meeting and an update had been provided at point 158 of the meeting.

**163 To receive an update from Cllr Field in relation to 20mph and Speed watch**

Cllr Field had noted earlier in the County Council matters that further to meetings with Emma Reed, Mike Clogg and Cllr King at the Vale Council regarding automatic Speed watch devices and whether these could be used in Peterston, nothing had moved forward in respect of this. A further update was provided in respect of Speed watch and it was relayed that speed through the village reduced slightly when the volunteers were taking readings but that when no one was present, the speed would return to higher speeds. Cllr Field pointed out that at the present time there were not very many volunteers taking part in Speed watch and therefore the recordings of speed were few.

**164 To review the method used to determine the allotment fees**

Cllr Drysdale had noted his declaration in this item and removed himself from the meeting. The Clerk had previously circulated a list of the square meterage of each allotment and a discussion was held over the current fees. It was decided that for the current time, no changes would be made, but the Community Council may review in the future, if required.

**165 To consider involvement in Keep Wales Tidy, Great British Spring Clean – March 25<sup>th</sup> to April 10<sup>th</sup>, 2022**

Cllr Moody-Jones mentioned that Peterston Connect were meeting on Thursday, 17<sup>th</sup> February, 2022 and he felt that this was something that could be discussed and moved forward by the group. It was noted that a number of residents were volunteering to litter pick around the village and the Community Council wanted to make sure that their valued contribution was recorded and it was felt that a thank you be placed in the Parish News.

*Action: Cllr Moody-Jones will ask Peterston Connect to discuss the village's involvement in Keep Wales Tidy event. Clerk to contact the Parish News and place thank you to the residents who volunteered to litter pick.*

**166 To receive an update and discuss implementation of the grants in respect of the Allotment, Bio-diversity, Stronger Community Grant and the Capital Funding from the Vale of Glamorgan Council for the playground.**

The Clerk confirmed that the work in respect of the allotment grant had now been completed and an invoice submitted to the Vale Council. The Community Council thanked Cllr Drysdale for his involvement in the implementation of this project. The items for the Bio-diversity grant had now been received from the Vale Council which included a number of habitat boxes and fruit trees. The Clerk asked if Peterston Connect would be able to help with the planting. Cllr Moody-Jones asked for an inventory of items and the request would be made to Peterston Connect to help with the delivery of this grant. An invoice had been received for the Eco-stations under the SCGF grant and artwork had been circulated to the Community Council for review. It was noted that both the Community and Vale Council's logo would be able to included on the stations. The Clerk had spoken to Jerry Widdas and the work for the Capital funding would be undertaken week commencing 21<sup>st</sup> February, 2022.

*Action: Clerk to provide list of items to Cllr Moody Jones in respect of Bio-diversity grant and request for assistance in the delivery would be asked of Peterston Connect.*

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

The bank balance at the end of January 2022 was £39,667 and the cash book balance the same with no outstanding receipts and payments. The bank reconciliation for January, 2022 had been forwarded to Cllr Field for review and authorisation electronically. All cheques had been passed to the bank signatories for signing.

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

**RECEIPTS**

<b>Capital Grant Play Funding (VOGC)</b>	<b>£ 5525.00</b>
<b>D Holder – Allotment fee</b>	<b>£ 30.00</b>

**Payments and Authority for expenditure needed**

The following expenditure needs authorising by the Council: -

<b>H Moody-Jones – sign cleaning</b>	<b>Cheque 1193</b>	<b>£ 29.00</b>
<b>Playground audit fee – VOGC</b>	<b>Cheque 1194</b>	<b>£ 70.00</b>
<b>Village Hall – Xmas Tree</b>	<b>Cheque 1195</b>	<b>£ 100.00</b>
<b>Village Hall – Room Hire</b>	<b>Cheque 1196</b>	<b>£ 100.00</b>
<b>A Meek – Allotment Clearance</b>	<b>Cheque 1197</b>	<b>£ 500.00</b>
<b>VOID</b>	<b>Cheque 1198</b>	<b>£ VOID</b>
<b>J Drysdale (Allotment grant costs)</b>	<b>Cheque 1199</b>	<b>£ 1505.03</b>
<b>VOID</b>	<b>Cheque 1200</b>	<b>£ VOID</b>
<b>HMRC – Clerk Pay</b>	<b>Cheque 1201</b>	<b>£ 77.08</b>
<b>Clerk Pay</b>	<b>Cheque 1202</b>	<b>£ 370.68</b>
<b>Kersh Grinnell</b>	<b>Cheque 1203</b>	<b>£ 693.33</b>
<b>Jerry Widdas (playground grant)</b>	<b>Cheque 1204</b>	<b>£ 5525.00</b>
<b>Jerry Widdas (memorial bench)</b>	<b>Cheque 1205</b>	<b>£ 790.00</b>
<b>Eco Green Communities Ltd</b>	<b>Cheque 1206</b>	<b>£ 516.00</b>

**Vale of Glamorgan Council –**

- Community Liaison Committee meeting held on 25<sup>th</sup> January, 2022

- 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.
- The Clerk has picked up the items that were granted to the Community Council in respect of the Bio-diversity grant from Cosmeston Country park. Amongst these items are 5 fruit trees which will need planting quite soon
- 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. The grant has already been paid into the bank account.
- 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 confirmation of precept email.
- C Cllr Morgan – Update in respect of Rural Roads policy
- Karen Bowen – Applications for dispensation
- Colin Smith – update regarding Xmas tree collection. Contact from Dai Potter to clarify

### **MUGA-**

- Clerk still awaiting payment from TaSC in respect of annual maintenance fee.
- Further to the visit to the resident's properties, action plan has been set up and Clerk has contacted SWSG to set up meeting with electrical contractor. Now confirmed for Thursday, 17<sup>th</sup> February, 2022

### **OVW**

- Local Nature Partnership meeting 10<sup>th</sup> & 11<sup>th</sup> February – Tree planting and Orchards
- Email requesting completion of survey in respect of WG developing Community Food Strategy

### **Playing Fields & Playground**

- Briefs in relation to the cutting contracts for the churchyard, playground and playing fields have been sent out and submission date set for 28<sup>th</sup> February, 2022.
- Updates have been provided in the main agenda in respect of all the grants that are being delivered. More detail below.
- The PDF on the Eco Green Community website was incorrect and therefore the stations requested in the grant under SCGF was slightly lower than required. The Council had confirmed by email to increase the figure by £142.00 to allow for the 2 stations to be purchased. The Clerk is corresponding with the company to arrange delivery and artwork has been provided for approval.
- After the previous discussion surrounding accessible benches, the Clerk had obtained a quote from Jerry Widdas for the third bench. Due to the fact it was multi-functioning, the cost was now £790 and the grant only covered £718.95. The Community Council had confirmed by email to absorb this increase of £71.05.
- 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**

- The allotment grant has been delivered and the invoice submitted to the Vale Council for £1839.04. Report and financial spreadsheet circulated to the Community Council for review.

- Allotment invoices have not yet been sent. The clerk will wait for the Community Council to review the way the fees are calculated. One suggestion has been made for payment by square metre.

### Churchyard

- War Memorial Trust –Pre-application response for the grant application submitted. Clerk and Cllr Moody-Jones will meet to discuss and submit.
- Request for memorial with drawings and inscription on reverse. Email sent for approval. Three Councillor were in agreement but a request to note that this was not a request that would automatically be accepted in the future and no precedent would be set.
- Enquiry has been received regarding a burial at St Peters on 24<sup>th</sup> February, 2022 at 11am. This will be a burial and interment of ashes at the same time.

### External Audit

- Schedule of fees for 2022-2023 received by email
- Contacted Audit Wales to request update on Annual Return for 2021/22 – Deryck Evans has now called and confirmed that the Audit documents will be returned shortly. The Clerk noted that the audit notice had been received but not the Annual Return. This had been communicated to Audit Wales.

### Other Business

- Local Development Plan – RCT revised – request comments by 23<sup>rd</sup> February, 2022
- Email from Louise Denham (Cardiff and Vale UHB) Food Vale Spring Festival – call for activities – 21<sup>st</sup> March to 27<sup>th</sup> March 2022
- Queens’ Jubilee event – first working group meeting was held on Wednesday, 9th February, 2022. Work underway to organise a fete/picnic on the memorial field.
- OVW have provided videos to raise awareness to encourage individuals to stand for the local community and town and council elections
- Keep Wales Tidy – Great British Spring Clean – March 25<sup>th</sup> – April 10<sup>th</sup> 2022.
- Correspondence ongoing regarding the steps at the White Bridge.
- An email has been sent to Lynn Finch regarding recent communication received in respect of an indoor bowls grant. Lynn has links with Sports Wales and may be able to give advice regarding possible grant application to this organisation.

### **168 To consider any planning matters**

There were no new open applications and one approved application:

**2021/01487/FUL (HUD) – Sherwood, Peterston Super Ely** – Single and two storey extension to the front, side and rear of the existing property, with Juliette balconies to the rear elevation. Internal and external alterations. – **29.10.21 – Approved – 28<sup>th</sup> January, 2022**

One amendment:

**2021/00317/FUL (HW) – The Villa, Trehedyn Lane, Peterston Super Ely** – Proposed extension to first floor including removal of flat roof and new first floor bedroom including new vehicular access from Trehedyn Lane. Amendment received 4.2.22 proposed extension to first floor including removal of flat roof and new first floor bedroom

One refused application:

**2021/01185/FUL - Rose Paddock, adjacent to and west of Cnepyn House, Pont Sarn Lane, Peterston Super Ely** - Retention of existing timber outbuildings and other ancillary including a small caravan and lockable container – **8.9.21 – refused – 28.01.22**

**169 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.

**151 To consider any reports of Councillors**

No reports had been circulated prior to the meeting but. Cllr Moody-Jones had reported earlier on the day of the meeting. The clerk would add to the paper for Cllr reports for the following month, but note at this meeting.

**Churchyard wall** – Two sections of the coping stones were damaged  
**Wheelchair and buggy access to raised footpath** – complaint received that it is very difficult to get a buggy onto the path. As a highways issue, the Clerk would contact the Vale Council.

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

The playground inspection had been previously circulated to the Community Council and it was pleased to note that all items that had been identified previously under inspections had been sorted by the contractor. The only item that required attention was the gatepost and the fence. The Clerk would mention to the contractor when on site next week and request a quote.

*Action: Clerk to contact contractor and request quote for repairs to fence.*

There being no further business the meeting closed at 9:30pm. The next ordinary meeting will be held on Monday, March, 14th, 2022 at 7.30pm, remotely.

Chair \_\_\_\_\_  
Date \_\_\_\_\_