

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

### **Minutes of the Council Meeting held at 7.30pm, on 11th May 2015 at the Church & Community Hall, Peterston-super-Ely**

**Present:** Councillors: Jan Parry (Chairman), Pat Cadwalladr, Ian Pearson, Bill Budd  
David Jaques, & Michael Morgan.

**Also Present:** Joanna Howell (Clerk to the Council)

**Apologies:** Cllr Moody-Jones, Cllr Petre, County Cllr Rhodri Traherne and  
PCSO Steven Thomas

The chair welcomed everyone to the meeting. She explained that the first part of the meeting would be the AGM and then we would progress onto the normal council meeting format.

#### **303 Election of Chair**

After a short discussion, Cllr Budd proposed that the current chairperson Cllr Parry be re-elected, this was seconded by Cllr Cadwalladr and was agreed by all. Cllr Parry thanked the other councillors for all their support

It was **resolved** that Cllr Parry be re-elected Chairperson for the next year.

#### **304 Election of Vice-Chair**

After a short discussion, Cllr Budd proposed that the current vice-chairperson Cllr Pearson be re-elected, this was seconded by Cllr Cadwalladr and was agreed by all. Cllr Pearson thanked the other councillors.

It was **resolved** that Cllr Pearson be re-elected Vice-Chairperson for the next year.

#### **305 Annual Return Finance**

The clerk talked through the previously circulated annual return and accounts and went on to ask if there were any questions. There were no questions and comments. Cllr Budd proposed acceptance of the accounts for 2014/15 and of the annual return, this was seconded by Cllr Morgan and agreed by all.

It was **resolved** that the financial reports be fully approved and the chair signed her section of the annual report.

#### **306 Community Action Planning 2015/16**

The Chair felt that the main project the Council needed to work on was setting up the new allotments. She explained that the clerk had managed to get the VoG grant monies for this project rolled forward until 2015/16 but it had to be used this financial year or would be lost.

*AP Clerk to send a letter to the landowners asking for clarification*

The Chair asked if there were any other projects the Council wished to explore. Cllr Cadwalladr suggested that this be rolled over to the July agenda to give everyone a chance to investigate any more suitable projects. This was agreed as a sensible option.

*AP Clerk to agenda for July meeting*

#### **307 Sub – committees**

The clerk listed the subcommittees as the following:-

- Churchyard – Cllrs Pearson, Parry, Petre & Morgan
- Playstation/MUGA - Cllrs Pearson, Parry & Jaques

- Playing Fields – Cllrs Jaques, Pearson, Morgan & Parry

It was proposed by Cllr Budd and seconded by Cllr Cadwalladr that there would be no changes to these sub committees, this was agreed by all. It was felt that there was no need for any additional sub committees.

There was a short discussion around the completion of grant applications; Cllr Pearson proposed that the Council give the Clerk the mandate to complete such applications with his assistance as he had a number of examples and lots of background information. This was seconded by Cllr Morgan and agreed by all.

The Clerk asked for representatives for attendance at the Community Liaison Committee meetings, Cllr Morgan proposed that the representative remain as the Chair with the Vice Chair in reserve. This was seconded by Cllr Cadwalladr and agreed by all.

It was **resolved** that the subcommittee members and Community Liaison Committee representatives remain as in 2014/15.

There was a short update from the Chair around a meeting with Virador regarding possible grants they had available for the Community. It was agreed to discuss projects for these at the June informal meeting.

### **308 Review and approval of Standing orders, Risk Management policies & Financial Regulations**

The Chair asked the Council to refer to the previously circulated regulations.

Approval of the standing orders with no changes from 2014/15 was proposed by Cllr Jaques, seconded by Cllr Morgan and agreed by all.

Approval of the Risk Management Policies with no changes from 2014/15 was proposed by Cllr Cadwalladr, seconded by Cllr Pearson and agreed by all.

Approval of the Financial Regulations with the drafted changes relating to internet banking were proposed by Cllr Pearson, seconded by Cllr Parry and agreed by all.

It was **resolved** to accept the draft Standing Orders, Risk Management Policies and Financial regulations for 2015/16.

### **309 Review of Conflicts of Interest**

All Councillors confirmed there were no additional or changes to the conflicts of interest that needed to be recorded.

### **310 Review of confirmation of arrangements for insurance**

The clerk explained that the Zurich quote was for £375.80, just £3 more than last year. Aon had not provided a quote despite one being requested. It was proposed by Cllr Budd and seconded by Cllr Cadwalladr to accept the Zurich renewal. This was agreed by all.

*AP Clerk to accept renewal*

### **311 Setting the dates of the ordinary meetings**

It was agreed that the meetings would continue to be held on the second Monday of every other month. The Clerk confirmed the hall was all booked for 2015/16.

### **312 Annual review of the Clerk's salary & conditions**

For this the clerk was asked to leave the room. A discussion was held. The clerk was invited back to join the meeting. The Chair wished to thank the clerk for their work over the last year and was delighted to inform the clerk that she would receive a pay rise to SCP 22. The Clerk thanked the Council.

At that point there being no further matters the AGM was closed and the ordinary meeting agenda began.

**313 Police Matters**

PCSO Thomas was not present and had not contacted the Clerk about any crimes. Cllr Jaques asked if the PCSO could be present more at the school where there continued to be instances of dangerous parking and driving.

*AP Clerk to contact PCSO Thomas with this request*

The Chair confirmed she would bring up at the next Community Liaison meeting the lack of PCSO presence due to what appeared to be an increased workload.

**314 County Council Matters**

Cllr Traherne had sent his apologies and did not have any County Council matters to rise.

**315 Public Session and matters arising**

There were no members of the public present.

**316 Update on playing field lease**

Cllr Morgan requested that the Council provide him with a mandate to change the formal wording of the draft heads of terms in order to have maximum discretion of use for the playing fields. The Council agreed that this was sensible and the Chair asked that the revised heads of terms be returned to the VoG as soon as possible.

*AP – Cllr Morgan to update heads of terms and return to VoG*

**317 Update from Cllr Parry re Tuesday Club Community Group**

Cllr Parry explained that regretfully the village Tuesday Club had now disbanded. She wished to explore the possibility of whether there was anything this Council could do to support the members of this group, especially on a Christmas time. After a short discussion it was suggested that the Council could liaise with the school at Christmas time, to provide entertainment and an afternoon tea.

Cllr Morgan wished the Council to consider the bigger picture and not that of just elderly people but of all people who feel isolated and do not have family support.

The Chair wished all Councillors to take on board this matter and provide it with some thought.

**318 Consideration of grant application– previously circulated**

At this point Cllr Jaques declared his interest as the Council representative of the School Governing Body.

Cllr Pearson proposed that a group of Councillors look around the school grounds at both the Faith Garden and at previous projects, so that they can consider what might be the best use of any grant monies provided to the PTA. This was seconded by Cllr Parry and agreed by all.

*AP – Clerk to arrange visit via Mrs Lloyd and add to July agenda*

**319 To consider formation of neighbourhood watch group – update from Cllr Parry & Cllr Pearson.**

Cllr Pearson confirmed he had read the pack that the Police had provided and it seemed very complicated to run in the small areas that they had suggested however he felt it was worth enquiring into whether anyone would be interested in organising their areas.

*AP – Clerk to publicise scheme to see if anyone interested in co-ordinating.*

**320 To receive the minutes of the Council Meeting held on March 9th 2015**

The minutes were reviewed, agreed and signed by the Chairman.

### 321 Matters Arising from these minutes

#### Paragraph 285.6

Cllr Parry confirmed the Speed signs had been moved to Pendoylan and so should now have their time in Hensol before being moved here.

#### Paragraph 288.1

*AP Cllr Jaques to request a schedule of matches for next season from the football club*

Cllr Jaques requested on behalf of the football club that they be allowed to make the pitch bigger as they would be playing at a higher age level next year. This was agreed and the Council were happy to help fund the new topsoil to fill in the old goal mouths and seed the areas. The Club would continue to mark the pitch themselves.

*AP Clerk to contact James Mortimer for a quote*

#### Paragraph 290

The Chair confirmed the work on the playground mound had now been completed and the area would remain roped off for another week until half term.

#### Paragraph 298.2

There was a short discussion regarding the sale of recycling bags at the shop/market.

*AP – Clerk to organise with VoG Council*

#### Paragraph 301.5

Cllr Parry wished to thank Cllr Pearson & his wife Sue for all their hard work in producing the splendid troughs of flowers opposite The Sportsman's Rest. This was supported by all.

### 322 Clerk's Report

The clerk's report was reviewed.

#### Entry into the Vale of Glamorgan Village of the Year 2015 Competition

After a short discussion into what could be entered it was agreed that all 3 categories could be entered.

*AP Clerk to complete entry forms*

#### Ael y Bryn Bench

Cllr Jaques wished to pass on that he had had a number of favourable comments on the new bench at Ael Y Bryn.

*AP Clerk to write a thank you letter to Mr Dave Phillips & Mr Hywel Thomas for their efforts in placing and securing the bench*

#### Playstation/MUGA finance

The Clerk explained the split of this finance between the old Playstation scheme and the new MUGA scheme. She recommended that the old Playstation monies now be transferred into the Community Council account but held in a special reserve fund, from which they would be used exclusively for playground costs e.g. annual inspection, repairs to equipment. This would leave the MUGA monies clearly separated in a different account. This action was proposed by Cllr Budd and seconded by Cllr Pearson and agreed by all.

It was **resolved** that all the old PlayStation monies now be held in the Community Council account under a special playground reserve.

*AP Clerk to inform the Playstation & MUGA Committees of funding update*

### Grass Cutting

Cllrs Pearson & Parry confirmed that they felt that the Churchyard could be better kept, with more regular grass cuttings. It was proposed by Cllr Pearson that the grass is cut now really short and the cuttings taken away and then cut weekly till the end of September.  
*AP Clerk to contact Countrywide and ask for a quote for the extra work to circulate.*

### Grants for War Memorials

The Chair raised the memorial field as a possible candidate for a grant. After a short discussion it was agreed that the memorial gate & pillars would benefit from some work.  
*AP Clerk to look into matter.*

### Request for use of fields for Cricket Match

No Councillors had a problem with this and permission was granted.

### Authority for expenditure

All expenditure was agreed and cheques were signed by two councillors

## **323 Planning Matters**

There were no additional comments on planning applications.

## **324 Correspondence**

These were reviewed and acknowledged.

The Clerk wished to raise additional correspondence received today from Mr Steve Davies re speeding at Gwern y Steeple and the issue of overgrown vegetation from a field at the back of Gwern y Steeple being an environmental hazard.

The Council agreed with the point around speeding but believed that at the moment they were doing everything in their power to prevent this. Regarding the overgrown vegetation the Council felt there was little they could do regarding this matter as related to two lots of private land, however they encouraged the effected residents to report this to Environmental Health.

*AP Clerk to respond to email.*

## **325 Councillors Reports**

Cllr Parry explained the report regarding the addition of an outside tap in the Churchyard. After a short discussion it was proposed by Cllr Pearson to fund the tap and work needed this was seconded by Cllr Cadwalladr and agreed by all.

It was **resolved** that the Council would fund the equipment and labour needed for the addition of an outside tap to the Churchyard.

Cllr Pearson ran through his report on the Playground Health & Safety matters. Cllr Budd agreed to provide the Clerk with the details of someone who would be able to look at the main Playground gate and also the memorial gate.

AP Clerk to contact metalworker re gate and Wyndam Hughes from VoG re what treatment the woodwork requires.

## **326 Health & Safety matters**

There were no additional Health & Safety matters to discuss.

There being no further business the meeting closed at 9.05pm.

Chair \_\_\_\_\_

Date \_\_\_\_\_

# **Peterston-super-Ely Community Council**

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

### **Minutes of the Council Meeting held at 7.30pm, on 13<sup>th</sup> July 2015 at the Church & Community Hall, Peterston-super-Ely**

**Present:** Councillors: Jan Parry (Chairman), Pat Cadwalladr,  
David Jaques, Ray Petre, David Moody-Jones, & Michael Morgan.

**Also Present:** Joanna Howell (Clerk to the Council) and County Cllr Rhodri Traherne

**Apologies:** PCSO Steven Thomas, Cllr Ian Pearson and Cllr Bill Budd

The chair welcomed everyone to the meeting including those members of the public present.

#### **327 Police Matters**

PCSO Thomas was not present but had reported three burglaries to the Clerk, two where gardening/sporting equipment was stolen from outbuildings and one where a householder disturbed a burglar who had entered through an unlocked door. The Chair reminded everyone to be vigilant.

The Chair went on to explain that PCSO Thomas had started monthly drop in sessions in the Church & Community Hall, these would be on different times/days and encouraged people to look out for posters/internet advertising them.

The Chair explained that a number of people were now able to set up a Speed watch group and so this would be starting in the autumn. Also that the flashing speed sign was currently at Hensol so would hopefully be in Peterston in the autumn.

#### **328 County Council Matters**

The Chair welcomed Cllr Traherne to the meeting. Cllr Traherne wished to update the Council on the following:-

- Merger situation – As this Council knew the expression of interest for the VoG to merge with Bridgend had been rejected by the Welsh Assembly and a recent MAP that had been published by the Welsh Assembly showed a merger with Cardiff. In his view this Cardiff merger will happen at some stage and would be detrimental to the Vale.
- Welsh Government White Paper – Cllr Traherne has indicated to the VoG Council his concerns around these proposals and that if they were to go ahead then it would wipe out the majority of VoG Community Councils and really effect local democracy. He confirmed that the VoG Council had replied to the Consultation and were also concerned about the implications. In his view Cllr Traherne believes there will be some rationalisation but not to the extreme of that proposed.
- Reshaping agenda – Cllr Traherne is concerned that the VoG Council is not moving forward with this quickly enough and not really tackling the areas where large savings can be made. He had asked the leader of the Council about this at the last Cabinet meeting and had been assured that work was being done.
- LDP – As suspected there was little change to the LDP after the alternative sites process.
- Update on leasing of Peterston Playing Fields – he had chased the VoG about this and the reviewed Heads of Terms would be provided by 17<sup>th</sup> July.
- Speeding/Volume of Traffic – there was a discussion regarding these issues and Cllr Traherne agreed to deliver a petition to the leader of the VoG.
- Bus Reliability – there was a discussion regarding a number of delays to the service and Cllr Traherne asked the Council to keep logging any complaints

Cllr Moody Jones wished to thank Cllr Traherne for his help in getting some clearance of the footpath running to St Georges which was now passable again.

The Chair thanked Cllr Traherne for his update.

### **329 Public Session**

- A representative from Peterston Connect read a statement regarding their concerns over the manner and timing of the cutting of the riverbank and other grassed areas between the two bridges. He wished to remind the Council of the current policies of the Welsh Assembly and the VoG Council regarding this. He went on to confirm that Peterston Connect were willing to work closely with the Community Council and other interested parties in order to set up a management plan to ensure appropriate cutting.
- Two members of the public wished to comment on the impassable pavements on the road to Groes Faen given the hedgerow growth and also the dangerous condition of the public footpath on the field behind the hall.
- One member of the public felt that the bank opposite The Sportsman's pub had been cut too late as it had got very messy

### **330 Matters arising from Public Session**

Riverbank/Grass verge cutting- Cllr Moody-Jones declared his interest as a member of Peterston Connect. A number of Councillors commented on this matter and believed it was important to get the balance right between keeping key areas of the village looking tidy and protecting wild flowers and the ecology of the village. It was proposed by the Chair that a small group of Council, Peterston Connect and other interest parties get together to finalise a specific management plan that could be implemented with no confusion. The representative from Peterston Connect and the rest of the Council were happy with this suggestion.

*AP – Clerk to put together meeting of group.*

The Chair also wished to remind Cllr Moody-Jones to put up the agreed warning sign re the Monkshood.

*AP – Cllr Moody-Jones to insert poster to noticeboard or nearby area*

Groes Faen Pavement – *AP Clerk to contact landowner and ask for hedges to be cut back*

Public Footpath – Cllr Traherne stated that there would be no requirement to have a tarmac footpath but to contact the Rights of Way officer to indicate problems.

*AP Clerk to contact VoG Rights of Way officer*

### **331 Update on playing field lease**

As explained in point 328.5 the reviewed Heads of Terms was expected back from the VoG very shortly.

### **332 To consider response to letter from Mr Chris Powell re flail mowing**

It was agreed this matter had been dealt with in point 330.1

### **333 To consider possible projects incl discussion on Virador Grant**

The Chair explained that a grant of up to £20k was available from the company Virador Credits. Two possible projects had been previously identified for this grant:-

1. Purchase of equipment in order to help maintain the village independently
2. Pathway around the playing fields



There was a discussion of each option. The Clerk explained that the VoG had given a rough estimate of £25-30k for a stone dust pathway. It was concluded that the purchase of equipment brought many additional implications e.g. storage, insurance etc. and may be premature given that the Council do not understand what its future role will be.

The pathway however seemed more of a finite project that had been supported by the Community in previous consultations and it was confirmed that stone dust surface was relatively maintenance free.

It was proposed by Cllr Cadwalladr and seconded by Cllr Petre that the Council apply for a virador credits grant for £20k for the pathway. This was agreed by all.

*AP – Clerk to obtain required quotes and letters of support in order for the grant application to be entered before the November deadline.*

### **334 Consideration of School grant application– post visit to the School**

At this point Cllr Jaques declared his interest as the Council representative of the School Governing Body.

Cllr Moody-Jones who was one of the group who visited the school reported that the Faith Garden was very impressive but he did still have concerns over the land of a detailed management plan for it. Cllr Petre proposed that the Council wait until the new head is in place in the autumn and then speak to him and via Cllr Jaques the Governing Body regarding the maintenance plans. This was seconded by Cllr Moody-Jones and agreed by all.

*Action – Clerk to add to September agenda and make contact with the school.*

### **335 To consider any additional measures that could be put in place re reduction in Speeding**

The Chair reminded the Council re the Speed watch scheme and flashing speed sign. After a detailed discussion re footpaths, speed signs etc. It was proposed that a letter of complaint and suggested actions be drafted by the Community Council and distributed to villagers and school parents. Then any persons in agreement could sign the letter and the Community Council would arrange for Cllr Traherne to deliver all the letters to the leader of the VoG Council.

*AP Cllr Morgan to draft letter for distribution in early September*

### **336 To receive the minutes of the Council Meeting held on May 11th 2015**

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 Cadwalladr and seconded by Cllr Jaques that they be accepted. The Minutes were then signed as a true and accurate record by the Chairman.

### **337 Matters Arising from these minutes**

#### Paragraph 317

Cllr Parry asked that this be added to the September agenda, with the Community Council working with the school to put on a Christmas performance.

*AP Clerk to add to agenda*

#### Paragraph 322.1

Cllr Parry confirmed that the VoG Village of the Year Awards were on Thursday and she and Cllr Pearson would be attending.

#### Paragraph 321.4

*AP Clerk to investigate the sale of the recycling bags further*

Paragraph 322.5

*AP – Clerk to chase the company who were coming to examine playground gate and also memorial gate*

Paragraph 325.2

Cllr Parry confirmed the Churchyard tap had been installed and was working

**338 Clerk's Report**

The clerk's report was reviewed.

Treatment of Allotment

After a short discussion it was agreed that the work on the empty allotment needed to be completed along with strimming of the pathways.

*AP Clerk to contact the Lawn & Weed Company and the Vale of Glamorgan Parks department re possible treatment.*

Additional works on the Churchyard

After a short discussion it was queried on whether the Council had enough money to do this work this year.

*AP Clerk to provide details of Churchyard budget and actual costs and then decision to be made on works*

Phone box Painting

After a short discussion it was agreed that the current state of the phone box needed to be improved and that this was a reasonable quote.

Cllr Morgan proposed that the quote of £250+materials be accepted and the work be approved; this was seconded by Cllr Jaques and agreed by all.

*AP Clerk to contact contractor*

Authority for expenditure

The previously circulated budget analysis was reviewed, there were no comments or questions on the variances or the reasons for the variance, at this stage the Council agreed the budget lines did not need adjusting.

All expenditure was agreed and cheques were signed by two councillors

**339 Planning Matters**

The Clerk confirmed that the Pwll y Min Farm application to renew planning permission had been approved that day. There were no additional comments on planning applications.

**340 Correspondence**

These were reviewed and acknowledged.

**341 Councillors Reports**

These were reviewed.

*AP – Clerk to chase Mrs Lynne Williams re condition of the riverbank land she owned.*

**342 Health & Safety matters**

There were no additional Health & Safety matters to discuss.

There being no further business the meeting closed at 9.35pm.

Chair \_\_\_\_\_

Date \_\_\_\_\_

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

**Minutes of the Council Meeting held at 7.30pm, on 14<sup>th</sup> September 2015 at the Church & Community Hall, Peterston-super-Ely**

**Present:** Councillors: Jan Parry (Chairman), Pat Cadwalladr, Ian Pearson, Bill Budd  
David Jaques, Ray Petre, David Moody-Jones, & Michael Morgan.

**Also Present:** Joanna Howell (Clerk to the Council) and County Cllr Rhodri Traherne, Mr Neil Wollard Representative from Tidal Lagoon Power

**Apologies:** PCSO Steven Thomas

The chair welcomed everyone to the meeting including those members of the public present.

**343 Presentation from Tidal Lagoon Power Ltd**

The Chair welcomed Mr Neil Wollard from Tidal Lagoon Power who held a short but very informative presentation on the current situation of the Swansea Tidal Lagoon and then some initial details of their proposal for a Cardiff Tidal Lagoon. There was then time for questions and the Chair confirmed the details would be presented to the wider community and their views sought.

*AP – Clerk to add to website/Facebook/parish magazine*

**344 Police Matters**

PCSO Thomas was not present and had reported that there were no crimes reported since the July meeting.

The Chair went on to explain that PCSO Thomas had started monthly drop in sessions in the Church & Community Hall, these would be on different times/days and encouraged people to look out for posters/internet advertising them, the next one is 22<sup>nd</sup> September at 2pm.

The Chair explained that a number of people were now able to set up a Speed watch group and so this would be starting in the autumn. Also that the flashing speed sign was currently at Hensol so would hopefully be in Peterston in the autumn. Cllr Traherne was asked if he could chase up the moving of the sign with the Vale Highways department.

**345 County Council Matters**

The Chair welcomed Cllr Traherne to the meeting. Cllr Traherne wished to update the Council on the following:-

- Parking Charges – Cllr Traherne wished to express his opposition to the proposed parking charges in Barry & Cowbridge, which he believes is a purely income generating exercise, and will have a negative effect on trading.
- No 345 the act is Services & Well-being Act (Wales)— This Act has recently come into law and has provided huge additional workload for local authorities, the Welsh Government have stated that it will be cost neutral but that does not appear to be the case. The main points are that care is streamlined so that it should not make a difference where in Wales you live in terms of what care you receive. However Cllr Traherne does not believe this is always possible e.g. huge differences in cost of care in rural areas to towns & cities. The act will result in lots of changes for the staff involved and little lead time for training etc. to be implemented.

The Chair thanked Cllr Traherne for his update.

### 346 Public Session

- A large number of people were present who wished to object to the planning application that was in place for new houses in Station Yard. Two spokespeople wished to express the general views of the residents of Station Terrace.
- The group believe that there has been a real lack of engagement with the village regarding this application. The application also has a large number of flaws in major aspects such as access, the amount of space available for parking compared to what needed, a lack of consultation on what mix of housing is needed etc. An objection has been issued to the Planning Department and the group look for the support of the Community Council in this matter.
- There was a question on whether someone from the Community Council would represent the group at the Planning Committee in October.

### 347 Matters arising from Public Session

Cllr Traherne wished to add his support opposing the Station Yard planning application as it stands. He points out that the affordable housing officer does not support the application for a number of reasons but especially the lack of partnership of working with a specific affordable housing provider. There has also been no public consultation on the matter before the planning application was submitted and hence no analysis of the mix of affordable housing that is actually needed in the village. He believes that the applicants would really need to change their approach and that until this happens the application is unlikely to succeed.

The Council discussed this matter in the planning section of the agenda (see 358)

### 348 Update on MUGA project – member of the committee to attend

Mrs Abbey Phillips, co-chair of Peterston Sports & Social Club provided a short update to the Council on the Community Consultation being held on 17<sup>th</sup> September. The Chair thanked Mrs Phillips for her update.

### 349 Update on situation re speeding project from Cllr Morgan

Cllr Morgan explained that he had asked via the village Facebook page for people's thoughts on the speeding issue and had received a small number of responses. He will continue to draft the letter for delivery to the village.

*AP – Cllr Morgan to produce letter and all to help deliver leaflet to village*

### 350 Discussion on Playing Fields pathway application

The Clerk updated the Council on the quotes she had received so far, with Sovereign Playgrounds quoting over £50,000 and the Vale Council indicating that they would have to provide design work first which would cost between £200-£1,000. The Council agreed that neither of these options were viable.

The Chair then wished to update the Council on discussions she had had with local experts on this kind of project, she felt that one of these may be willing to project manage and that perhaps local contractors could be used to try and reduce costs. It was therefore agreed that the grant application would not be submitted for the November application. The Chair also suggested that a local group be set up to try and assist in this project.

*AP – Clerk and Chair to contact local contractors and local expert. The item to be added to the November agenda*

### 351 Discussion on Japanese Knotweed and maintenance of riverbank

The Clerk confirmed that Mr Rob Higgins had agreed to treat the Japanese Knotweed on the side of the river that the Council maintain. The Council were concerned about the lack of treatment by the land owner on the other side of the riverbank.

*AP – Clerk to contact Natural Resources Wales to confirm who would enforce the legal requirement to treat Knotweed.*

**352 Report by Cllr Parry on the upgrading of the flats Heol Llanbedr and the house in Tai Llanbedr.**

Cllr Parry updated the Council on the work to be completed and explained her conversations with both the residents and the housing department. The housing department are looking into this further in relation to possible finishes available on the properties, so that they blend in with adjacent properties.

**353 Discussion on best way to work with school re Grant and Christmas Performance**

The Chair confirmed that she had a meeting with Mr Turner, the new Headmaster, the following week and would discuss a possible Christmas performance and would also speak to him about projects that might be supported by a grant from the Council. It was agreed to defer the grant discussion till after the Chair's meeting with Mr Turner.

**354 Report back from Playing fields subcommittee re lease**

Cllr Morgan confirmed he was just finalising the wording of the heads of terms.

**355 Spending of the money – village of the year**

The Chair had had three suggestions for how to spend the £300 prize, these were a wild flower garden on the playing fields, a new tree bench on the playing fields to replace the current one and a new picnic table within the playground. After a short discussion it was agreed to publicise these suggestions and see how the villagers wanted the money spent. There was also the issue of the small cup received and where it should be displayed. It was agreed to investigate purchasing a small trophy cabinet for the cup to be displayed in the hall.

*AP – Clerk to publicise suggestions and investigate cabinets.*

**356 To receive the minutes of the Council Meeting held on July 13th 2015**

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 Morgan and seconded by Cllr Budd that they be accepted. The Minutes were then signed as a true and accurate record by the Chairman.

**356 Matters Arising from these minutes**

Paragraph 329.1

*AP Cllr Moody-Jones to email around to confirm a meeting date for the Riverbank planning.*

Paragraph 329.2

Cllr Cadwalladr questioned whose responsibility it was to cut hedges and verges around the village. It was explained that the farmers should cut the hedges and the Vale the verges.

*AP Clerk to raise with the Vale the continued narrowing of roads due to hedges not being cut.*

Paragraph 337.3

Cllr Petre asked the Clerk to continue to attempt to get green food recycling bags in order for these to be sold in the village.

*AP Clerk to investigate the sale of the recycling bags further*

Paragraph 337.4

*AP – Clerk to speak to contractors to examine playground gate and also memorial gate*

**357 Clerk's Report**

The clerk's report was reviewed.

Reshaping services

The Chair confirmed that she would attend the Vale Council Reshaping meeting with the Clerk.

Complaint re Playing Field Cutting

The Chair explained that a villager had agreed to do playing field cutting. It was agreed by the Council that if possible some extra cuts to the playing fields would be requested.

*AP – Clerk/ Chair to arrange extra cuts if possible during the winter months*

Rural Community Development Fund

*AP – Clerk to add this to the November agenda*

Additional works on the Churchyard

After an analysis of the budget it was proposed by Cllr Pearson and seconded by Cllr Budd that the required budget for the additional works is moved from the new allotments budget line and the work be approved. This was agreed by all.

*AP Clerk to contact Countrywide and get work completed.*

Christmas Grant

It was agreed that the Council would ask for grant requests from local groups for the Christmas CASH Grant as in the prior year

*AP Clerk to publicise grant*

Emptying of playground bin

*AP Clerk to ask Hall Caretaker if he was willing to take on this role*

Work completed on playing fields by the football club

After a short discussion it was proposed by Cllr Budd and seconded by Cllr Morgan that the football club be awarded a small grant to cover their costs, this was agreed by all.

*AP Clerk to arrange receipt of invoices and raise cheque for £250.*

Authority for expenditure

All expenditure was agreed and cheques were signed by two councillors

**358 Planning Matters**

The Council thanked the public for their previously circulated information on the Station Yard planning application and confirmed that they had all read the objection letter submitted. After a detailed discussion it was confirmed that the Community Council did not support the planning application. Whilst the Council were supportive of affordable housing within the village, they believe that this application had not involved any engagement, consultation or analysis with the villagers. The lack of support from the affordable housing department was a major concern. There was also the issue of this development preventing any future development of a railway station at Peterston. The Council unanimously agreed that the Council should oppose the planning and fully support the views of the resident's objection letter that had been submitted.

*AP – Clerk to submit objection to the planning department*

The Council felt that the best people to speak at the Planning Committee meeting would be one of the residents.

*AP – Clerk to assist in booking a slot at the Planning Committee and if possible to find out the views of the planning officer before this meeting*

**359 Correspondence**

These were reviewed and acknowledged.

Cllr Parry wished to add two items of correspondence. The first being a letter and accompanying photos from Mrs Margaret Lewin, complaining about the state of her parents gravestone in the Churchyard, which had recently been damaged. The Clerk confirmed she had already spoken to the Contractors about the matter and would pass on the photos etc. to them.

*AP Clerk to speak to contractors again and respond to Mrs Lewin.*

The second item was an email from Mr John Wallace re the traffic speeding through the village.

*AP Clerk to respond to Mr Wallace.*

**360 Councillors Reports**

These were reviewed.

**361 Health & Safety matters**

There were no additional Health & Safety matters to discuss.

There being no further business the meeting closed at 10.15pm

Chair \_\_\_\_\_

Date \_\_\_\_\_



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

**Minutes of the Council Meeting held at 7.30pm, on 19<sup>th</sup> October 2015 at the Church & Community Hall, Peterston-super-Ely**

**Present:** Councillors: Ian Pearson (Vice-Chair), Pat Cadwalladr, Bill Budd  
Ray Petre, David Moody-Jones, & Michael Morgan.

**Also Present:** Joanna Howell (Clerk to the Council)

**Apologies:** Cllr Jan Parry (Chairman), Cllr David Jaques, County Cllr Rhodri Traherne and PCSO Steven Thomas

In the absence of the chair, Cllr Ian Pearson (vice chair) would be acting as Chair. Cllr Pearson welcomed everyone to the meeting including those members of the public present.

**362 Police Matters**

PCSO Thomas was not present and had reported that there were no crimes reported since the September meeting.

The Chair asked if the new PCSO who will start in January, could come to a meeting soon to introduce himself.

*AP – Clerk to speak to PCSOs about attendance at a meeting.*

**363 County Council Matters**

Cllr Traherne had sent his apologies, but had previously spoken to the Chair about the Sycamore Cross Development which will be discussed later in the agenda.

**364 Public Session**

Both members of the public present wished to express their opposition to the Sycamore Cross development. They would like to enlist the support of other local groups and community councils in order to oppose the development. They were particularly concerned about the degradation of the countryside and the amount of additional traffic that would result from the development.

**365 Matters arising from Public Session**

At the point the Council agreed to discuss the Sycamore Cross development now rather than at the planning part of the agenda.

There was a detailed discussion with much concern about traffic and access issues. Cllr Morgan proposed that this Council supports the letter of opposition submitted by St Nicholas with Bonvilston Community Council and also specifically raise our concerns over traffic and access. This was seconded by Cllr Cadwalladr and agreed by all. It was RESOLVED to oppose the Sycamore Cross development application.

*AP Clerk to submit comments to the VoG and also advertise development to other local Councils and on Website/Facebook*

**366 Update on MUGA project**

The Clerk updated the Council on a meeting that she had attended with the MUGA committee, Sports Wales and the VoG Voluntary Services.

**367 Update on the reshaping services project post Vale Council meeting**

The official notes from this meeting had been previously circulated. Cllr Pearson explained that the key conclusion was that the Community Councils needed to be informed about

which services were going to be cut so that they could have a proper public consultation on what services the precept should be used to pay for.

**368 Update on situation re speeding project and playing fields lease from Cllr Morgan**

Cllr Morgan confirmed he was still working on the final wording of the playing fields lease with the VoG. There was a short discussion on whether given the reshaping agenda the VoG should once again be approached to request obtaining the freehold of the playing fields. Cllr Morgan advised that the lease be signed first as this would not prevent the Community Council then asking for the freehold at a later date.

Cllr Morgan went on to say that the flashing speeding signs in the village were really effective at slowing down the majority of drivers and that the Community Council should try and negotiate them permanently. He also brought the Councils attention to the new small speeding signs on the A48 at Bonvilston.

Cllr Budd explained he was still looking in to sources of speeding signs that the Community Council could itself purchase.

*AP Clerk to speak to CC Rhodri Traherne re speeding signs*

**369 Discussion on possibilities for grant applications for Rural Community Development Fund and Groundworks scheme**

It was agreed that the MUGA Project Committee were the best people to apply for both these grants. Cllr Moody-Jones confirmed he would suggest the Wild Flower project grant to Peterston Connect at their next meeting.

**370 Update on discussion with the school re Christmas performance and Grant**

The Chair confirmed that Cllr Parry had met with the headmaster of the school and he was going to consider projects for a possible s137 grant. He went on to confirm that there would be a Christmas performance at the school for local people on the afternoon of the 11<sup>th</sup> December.

**371 Decision needed on how to spend Village of the Year monies**

The three suggested options for the £300 were a playground picnic table, a new bench around the tree in the playing fields and a wild flower garden. After a short discussion it was proposed by Cllr Pearson to replace the bench around the tree in the playing fields, this was seconded by Cllr Morgan and agreed by all. Cllr Petre went on to explain he had a good example in his garden. Cllr Pearson agreed to speak to some of the local volunteers regarding the bench.

It was RESOLVED that the £300 prize money would be reserved for the cost of a new bench around the tree.

**372 Consideration needed on the amount of meetings held by Community Council**

After a short discussion Cllr Pearson proposed that the Community Council should now meet monthly other than in December and August. This was seconded by Cllr Budd and agreed by all. Cllr Moody-Jones suggested that nearer the time it should be discussed on whether the June meeting should involve a walk around the village in order to review the Council assets.

It was RESOLVED that the Community Council would now meet monthly other than in December and August.

**372 To receive the minutes of the Council Meeting held on September 14th 2015**

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 Budd and seconded by

Cllr Moody-Jones that they be accepted. The Minutes were then signed as a true and accurate record by the Chairman.

### **373 Matters Arising from these minutes**

#### Paragraph 355

After a short discussion it was agreed that instead of keeping the small cup in the hall, it would be kept by Cllr Jan Parry as Chair of the Community Council. Instead a framed photo of the large cup could be hung in the hall.

*AP Clerk to contact Cllr Parry and Ian Dixon regarding this*

#### Paragraph 357.2

*AP Clerk to request extra cutting of the playing fields*

#### Paragraph 357.6

*AP Clerk to arrange new person to empty playground bin*

### **374 Clerk's Report**

The clerk's report was reviewed.

#### Permission to use Playing Fields for wedding reception

After a short discussion the Council agreed that they were happy to provide permission for a voluntary donation of in the region of £50 and also providing only plastic glasses were used and all rubbish was removed.

*AP Clerk to contact applicant*

#### Japanese Knotweed

Given the recent correspondence with both the VoG and Natural Resources Wales, the Council agreed that there appeared to be no more they could do in trying to reinforce the landowner to clear the Knotweed.

#### Authority for expenditure

All expenditure was agreed and cheques were signed by two councillors

### **375 Planning Matters**

See paragraph 365 for decision on Sycamore Cross Application.

The Council had no further comments on the planning applications.

### **376 Correspondence**

These were reviewed and acknowledged. There was no further correspondence to add.

### **377 Councillors Reports**

These were reviewed.

Cllr Pearson wished to raise the matter of the trees that had been donated to the Council for the playing fields. Cllr Moody-Jones was confident that Peterston Connect would be happy to plant them for the Council but would check with them. The Council agreed that they would fund any ties/protection needed for the trees.

*AP Cllr Parry to liaise with Peterston Connect*

Cllr Cadwalladr reported that the salt in the Grit bin on Wyndham Park had solidified and so needed replacing. Cllr Petre agreed to check the ones by him and report back if any other salt bins needed their salt replacing.

*AP All to check any Grit bins near their property and to report back any problems*

Approx. 3 weeks ago Cllr Cadwalladr had also had reported to her a blockage of the footpath behind Le Sor Hill by a Hay bale.

*AP Cllr Cadwalladr to confirm whether pathway still blocked.*

**361 Health & Safety matters**

The Clerk reported that the picnic tables in the playground needed repairing /replacing.

*AP Cllr Pearson to look at them and report back.*

There being no further business the meeting closed at 8.45pm

Chair \_\_\_\_\_

Date \_\_\_\_\_

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

**Minutes of the Council Meeting held at 7.30pm, on 10th November 2015 at the Church & Community Hall, Peterston-super-Ely**

**Present:** Councillors: Cllr Jan Parry (Chairman), Ian Pearson (Vice-Chair), Cllr David Jaques, Pat Cadwalladr, Bill Budd, Ray Petre, David Moody-Jones, & Michael Morgan.

**Also Present:** Joanna Howell (Clerk to the Council), PCSO Steven Thomas and PCSO Kieron Byrne

**Apologies:** County Cllr Rhodri Traherne

Cllr Parry welcomed everyone to the meeting.

**379 Police Matters**

PCSO Thomas was present to introduce PCSO Byrne the new PCSO for the area. PCSO Thomas will be working with PCSO Byrne until sometime next year. PCSO Thomas had no crimes to report in the area.

Cllr Cadwalladr suggested that the PCSO's attend one of the Saturday markets. PCSO Thomas was happy to do this and they would check when they were on shift on a Saturday.

The Chair asked if the Speedwatch team could do a survey in November and December.  
*AP Clerk to contract Steve Davies for dates and let PCSO Byrne know.*

**380 County Council Matters**

Cllr Traherne had sent his apologies, and had no matters to report.

**381 Public Session**

There were no members of the public present.

**382 Matters arising from Public Session**

There were no members of the public present.

**383 To consider pathway on playing fields project**

The Clerk explained that the pathway was becoming important for the MUGA project in order to allow lit access to the MUGA and so the MUGA project team had asked if they could take on development of a pathway as part of the MUGA project. The Council were happy for this to become part of the MUGA project but would like to see low lighting if possible and would like to see the planning application before it was submitted. The Council would also like the MUGA project to ensure that the lights do not prevent grass cutting.

Cllr Moody-Jones asked if the MUGA project team could let him know roughly where the path would be before they planted trees on the 22<sup>nd</sup> November.

*AP Clerk to report back to the MUGA project.*

**384 Decision needed on s106 Wind Turbine grant process and speeding**

The Chair reminded the Council that £2,500 p.a for 20 years would now be paid from the Wind Turbine Contractors; she felt that this money was due to both St Bride's residents and Peterston residents as both were equally affected. Cllr Budd proposed that the monies be

split in half between Peterston super Ely Community Council and St Brides & St Georges super Ely Council. This was seconded by Cllr Morgan and agreed by all.

The Chair suggested that the money be ring fenced for community projects rather than being spent on normal Council costs, so could become a pot of money for s137 grants. The Council agreed with this in principle however felt that they shouldn't commit to this until they knew the cuts that would occur by the VoG Council.

*AP The Clerk to ring-fence the money for a s137 pot, unless otherwise needed.*

### **385 Discussion needed on procedure for s137 grants**

It was felt by the Council that it would be important to have some criteria in order to assess s137 grants from Community Groups. Cllr Jaques had done some investigation and had found some from another Council. The Clerk suggested that it would be useful to assess the grants once or twice a year only so that they could all be considered together. The Chair believed that it would not be fair to bring new criteria into place until the next financial year in order to be fair to those that had applied this year.

*AP Clerk and Cllr Jaques to draft some criteria for approval at the January meeting.*

At this point the Chair wished to raise the subject of the Christmas CASH Grant application. The Clerk confirmed that she had not been notified of the Grant as of yet this year and so could not confirm if a grant could be applied for. Cllr Budd proposed that grants be issued anyway from Community Council funds, if no grant was available, this was seconded by Cllr Jaques and agreed by all.

The Clerk updated the Council on what the grant was spent on last year and that applications had been received this year from St Peter's Church Choir for a Children's Christmas activity and also from Peterston super Ely Playgroup for their Christmas party. The Chair also confirmed that as in previous years a village tree would be supplied and placed at the Three Horseshoes and that also this year a community performance would be held at the school on 11<sup>th</sup> December.

The applications and activities were discussed and the Chair proposed the following grants:-

- St Peter's Church Choir - £50
- PsE Playgroup - £75
- Christmas tree payment - £100
- PsE School to cover refreshments at the community performance - £25
- Money for sweets/mince pies at Christmas Tree light turn on - £20

These grants were seconded by Cllr Budd and agreed by all.

It was RESOLVED to provide the above grants regardless of whether the Christmas CASH Grant was received.

*AP Clerk to apply for VoG Christmas CASH Grant if available*

At this point Cllr Pearson asked if the Council could consider providing a grant for tree/lights outside the Church & Community Hall. Cllr Pearson and Cllr Cadwalladr declared an interest at this point as they are members of the hall committee and therefore would not take part in the discussion or any vote.

The Clerk said she would enquire with Ty Cerrig about getting a free tree donated.

*AP Clerk to contact Ty Cerrig Trees*

**386 Decision needed on St Peter's Church s137 Grant application previously circulated**

At this point Cllrs Parry and Moody-Jones declared an interest as members of the PCC. Therefore they would not get involved in the debate or be able to vote. The Chair was therefore passed over to the Vice-Chair Cllr Pearson.

The Council confirmed they had all read and considered the application. Cllr Pearson asked for everyone's comments, there was a detailed discussion regarding whether the Church was an appropriate organisation to provide a grant too, considering that it was a religious group. There was much support of the application considering how integral the Church has always been to the Community. After the discussion Cllr Morgan proposed that £500 be provided as a s137 grant to St Peter's Church for their new heating system. This was seconded by Cllr Pearson and put to the vote. The vote result was three for the proposal, one against the proposal and two abstentions.

It was **RESOLVED** to provide a s137 grant of £500 to St Peter's Church.  
*AP Clerk to arrange payment.*

Cllr Parry resumed Chair of the meeting.

**387 To consider purchase of a Traffic Speeding System**

The Council had previously reviewed the detail in the Clerks report relating to the information from the VoG Council on these systems.

After a short discussion it was agreed that a permanent speeding system would be important to the village, the item would be deferred to the January agenda.

*AP Cllr Budd to report at the January meeting some costing of these systems.*

**388 To receive the minutes of the Council Meeting held on October 19th 2015**

As Cllr Parry had not been present at the October meeting, Cllr Pearson who had chaired the October meeting took over as Chair.

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 Cadwalladr and seconded by Cllr Morgan that they be accepted. The Minutes were then signed as a true and accurate record by Cllr Pearson.

**389 Matters Arising from these minutes**

Paragraph 365

The Clerk confirmed that Pendoylan Community Council were also opposing the Sycamore Cross development.

Paragraph 368

*AP Council Morgan to continue to finalise the wording of the playing field lease.*

Paragraph 370

*AP Cllr Parry to speak to Mr Turner (headmaster) regarding a viable project for a s137 grant*

Paragraph 372

Cllr Parry was delighted to announce that Cllr Budd had offered to host a Christmas drinks reception at his house on the evening of Monday 14<sup>th</sup> December.

*AP Clerk to invite named individuals to the reception  
AP All Councillors to RSVP to the Clerk regarding their attendance.*

Paragraph 373.1

Cllr Parry had confirmed the photos had been taken by Ian Dixon and she would arrange to get them framed.

Paragraph 373.3

Doug Blake had confirmed he was happy to answer the playground bin

Paragraph 374.1

Payment had been received from the applicant.

Paragraph 377.2

Cllr Moody-Jones confirmed that the trees would be planted by Peterston Connect on 22<sup>nd</sup> November.

Paragraph 377.2

The Clerk confirmed that the Grit Bins had now been checked and numbered by the VoG Council.

Paragraph 377.3

The Clerk confirmed that the blocked pathway had been reported to the VoG Council and would be looked at in the next couple of weeks.

**390 Clerk's Report**

The clerk's report was reviewed, the majority of which had been discussed as part of the agenda.

Station Yard Planning

The Clerk explained that she had been contacted by Ian Pratt on behalf of the Station Terrace residents regarding the additional documents that had been submitted to the planning which suggested that there was debate over the ownership of the access road. Mr Pratt had asked if Cllr Morgan or Cllr Jaques would consider looking over the documents to provide some clarification.

*AP Cllr Jaques to review documents and respond to Mr Pratt.*

Authority for expenditure

All expenditure was agreed and cheques were signed by two councillors

**391 Planning Matters**

The Council had no further comments on the planning applications.

**392 Correspondence**

These were reviewed and acknowledged. There was no further correspondence to add.

**393 Councillors Reports**

These were reviewed.

Cllr Moody-Jones confirmed that he had reported the blocked culverts opposite The Sportsman's Rest and these had been cleared.



Cllr Moody-Jones felt that the pathway of the Groesfaen Road was becoming increasingly dangerous as the bank was now covering a large part of this.

*AP Clerk to report to VoG Council.*

**394 Health & Safety matters**

Cllr Pearson stated that some repairs had been done to the picnic table in the playground.

There being no further business the meeting closed at 9.05pm

Chair \_\_\_\_\_

Date \_\_\_\_\_

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

**Minutes of the Council Meeting held at 7.30pm, on 11<sup>th</sup> January 2016 at the Church & Community Hall, Peterston-super-Ely**

**Present:** Councillors: Cllr Jan Parry (Chairman), Ian Pearson (Vice-Chair), Cllrs David Jaques, Pat Cadwalladr, Bill Budd, Ray Petre, David Moody-Jones, & Michael Morgan.

**Also Present:** Joanna Howell (Clerk to the Council)

**Apologies:** County Cllr Rhodri Traherne, PCSO Kieron Byrne

Cllr Parry welcomed everyone to the meeting, wished everyone a Happy New Year and thanked the Councillors for their support and hard work over 2015.

**395 Police Matters**

PCSO Byrne had sent his apologies and had no crime to report. Cllr Pearson asked if the Clerk could check with PCSO Byrne whether he had any contact details posters yet.

*AP Clerk to contact PCSO Byrne and if possible distribute posters*

**396 County Council Matters**

Cllr Traherne had sent his apologies, and had no matters to report.

**397 Public Session**

There were no members of the public present.

**398 Matters arising from Public Session**

There were no members of the public present.

**399 To consider draft criteria for s137 grant assessment**

The Chair thanked Cllr Jaques and the Clerk for their work on this. Cllr Jaques led a discussion on the key points. Cllr Pearson suggested that the application deadlines be changed for a month earlier so that the Council have longer to consider each application, the Council agreed this was a good idea.

After a short discussion on the maximum amounts that should be available, Cllr Morgan suggested that the maximum amount wording be changed to guideline amount of £2,000 for any one individual application. This was agreed as sensible.

Cllr Petre proposed that other than the two changes above the criteria be approved as stated and come in force for the new financial year. This was seconded by Cllr Moody-Jones and agreed by all.

*AP Clerk to make changes to criteria and publicise for the new financial year.*

**400 Update on pricing of speeding system from Cllr Budd**

Cllr Budd had investigated the speeding systems further and believed that there would be risks to this Council around maintenance costs and Health & Safety should they purchase the signs without the involvement of the VoG Council.

The Clerk informed the Council that she had spoken to the VoG Council and they were happy to help this Council in the project of purchasing these signs though were unable to assist financially. A very rough quote from the VoG suggested that for two signs similar to the small ones in Bonvilston and all the connection costs was £9k. The Council agreed that

if these were to be purchased then these would be addition to the current signs that we have for a third of the year.

The Clerk ran through the impact on the budget of the costs of the signs and it was agreed that there was potential pots of budget that could be transferred to this project.

The Council asked the Clerk to contact the VoG and ask them for a formal quote for the project.

*AP Clerk to contact the VoG for formal quote.*

The Chair confirmed that once the current speed signs were removed the Speedwatch group would set up a monthly rota.

#### **401 To review and approve budget for FY16/17**

The Council discussed the FY15/16 Budget analysis that the Clerk had previously circulated, all Councillors were happy with the reasons for the variances.

The Council confirmed they had all studied the draft budget, the Clerk ran through the key assumptions of the budget. Cllr Pearson raised the issue of whether there should be a budget for new fencing of the playing fields, as the fence from the gate opposite the Church was damaged; he estimated it would need about £2,000. After a short discussion it was agreed that this would not be part of the budget, but if during the FY 2016/17 additional monies were available this would be considered. After a number of questions relating to individual lines in the budget it was proposed by Cllr Budd to approve the budget as it stands. This was seconded by Cllr Morgan and agreed by all. Cllr Budd also wished to thank the Clerk for putting together such a clear and detailed budget.

The Council RESOLVED to accept the FY 2016/17 budget as presented.

#### **402 To agreed precept FY2016/17**

The precept in the budget was £13,000 a £2,000 increase on the prior year. The Clerk explained that this increase was required to allow the budget to include the speeding sign purchase, and a maximum sum for small grants for the community, as well as the likely increased costs in grass cutting etc. She also explained that a levy of £1 would provide the Council with £551 and so the increase for the individual was a few pounds only.

Cllr Morgan proposed the precept of £13,000 this was seconded by Cllr Petre and agreed by all.

The Council RESOLVED to propose a total precept of £13,000 for the FY 2016/17.

#### **403 To consider and decide on s137 grant application from PsE Primary School**

Cllr Moody-Jones wished to start the discussion by not supporting this application. He did not believe that the bird hide was a suitable project and that the outcomes could be achieved in a more straightforward and cheaper way. He also did not feel that this project would encourage community use as suggested. This view was agreed with by the majority of the Council.

Cllr Jaques as the Community Councillor Governor stated that the Governors had not been consulted on this application and that they were in the process of setting the priorities for the school at the moment. It was agreed by the Council to reject this application from the school but that Cllr Jaques should discuss options with the Governors and that another application should be encouraged.

**404 Update on the playing field lease by Cllr Morgan**

Cllr Morgan confirmed that he had collated the comments from both himself and Mr Chapman who had assisted in this matter on the draft lease.

*AP Clerk to speak to VoG Council with these comments and arrange changes to the lease as required.*

**405 To discuss then Welsh Government Bill and decision needed on the Consultation response**

The Chair pointed out some key features of the Bill. It was agreed by the Council that they had provided all their feedback during the previous consultation process on the Local Government White Paper, and so did not have any further comments.

**406 To discuss feedback on the VoG Corporate Strategy Plan**

The Council agreed they had no formal feedback on this process.

**407 To discuss the condition of the Churchyard graves in reference to flowers/momentoes left**

The Chair felt that there were now a large number of artificial flowers and momentoes that were being left for a long time on the graves and they were in danger of becoming very cluttered and interfering with neighbouring graves. The Clerk referred the Council back to the current guidelines on flowers and momentoes in the Churchyard regulations.

After a short discussion the Chair proposed that the Churchyard Subcommittee met to discuss this matter and also to look at the fees for the next financial year. In the meantime the Council agreed that a polite notice be erected on the shed to remind people of the regulations. The subcommittee agreed to meet on the 8<sup>th</sup> February after the next Council meeting.

**408 To discuss how to educate walkers/cyclists in the village regarding being road safe**

This issue had been raised with the Chair and the Council agreed that the Clerk could investigate some posters to help remind villagers of the importance of being seen whilst out in the dark/dusk.

**409 To discuss the increase in dog fouling in the village**

The Chair had received a complaint about the increase in dog fouling in the village. The Council agreed they would publicise a reminder to people and keep an eye on the matter.

**410 To receive the minutes of the Council Meeting held on November 9<sup>th</sup> 2015**

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 Cadwalladr and seconded by Cllr Morgan that they be accepted. The Minutes were then signed as a true and accurate record by the Chair

**411 Matters Arising from these minutes**

Paragraph 383.2

Cllr Jaques believed that the remit of the MUGA Sub Committee was not clear and that they were not clear in the progress of the project.

*AP Clerk to arrange a subcommittee meeting with the MUGA project committee.*

Paragraph 385.3

The Chair felt that although attendance could have been greater, those that attended the turning on of the Christmas tree event seemed to really enjoy it.

Paragraph 385.5

The Clerk confirmed that the maximum of £315 was received for the Christmas CASH Grant; all of that money had been spent so there was none available to help towards the hall Christmas tree. It was agreed that the hall be considered for a grant next year.

Paragraph 389.4

The Chair wished to give thanks to Cllr and Mrs Budd for their Christmas drinks event they hosted for the Council, all agreed it was a lovely evening.

Paragraph 389.11

The Chair wished to thank Peterston Connect for planting the new trees in the playing fields.

Paragraph 390.1

The Clerk confirmed there was nothing new to report on the Station Yard planning application.

Paragraph 393.2

*AP Clerk to chase VoG Council on the issue of the narrow pavement on the Groesfaen Road.*

**412 Clerk's Report**

The clerk's report was reviewed, the majority of which had been discussed as part of the agenda.

Authority for expenditure

All expenditure was agreed and cheques were signed by two councillors

The Clerk wished to raise the additional item of the Queens 90<sup>th</sup> Birthday Celebrations in April, as she had received an email on this today. After a short discussion it was agreed that the Council would be supportive of any groups who wished to organise a celebration however did not feel they could organise anything at this point.

**413 Planning Matters**

The Council had no further comments on the planning applications.

Cllr Morgan wished to raise the general point that there seemed to be an increasing trend in planning applications for demolishing small existing buildings in order to build large new ones. He felt that this village needed a mix of housing including small houses for starter homes/ the elderly etc. The Council agreed with these points and would keep an eye on any applications of this nature.

Cllr Jaques provided an update on the planning applications submitted for the areas of Cardiff neighbouring to this village, the Council agreed that this was a very useful update.

**414 Correspondence**

These were reviewed and acknowledged. There was no further correspondence to add.

**415 Councillors Reports**

These were reviewed.

Cllr Moody-Jones confirmed that he had reported the uneven pavements going into Le Sor Hill and that these had now been marked by the VoG Council so hopefully would be repaired soon.

Cllr Jaques believed much of the damage caused to the pavements was due to vehicles parking on the pavements. The Council agreed to ask PCSO Byrne to come up to this area and speak to people dropping off /picking up from school about this.

*AP Clerk to contact PCSO Byrne*

Cllr Moody-Jones had also arranged a meeting on 21<sup>st</sup> January with Natural Resources Wales in order to inspect the trees in or about to fall into the river and will report back after the next meeting.

**416 Health & Safety matters**

There were no additional Health & Safety matters

There being no further business the meeting closed at 9.20pm

Chair \_\_\_\_\_

Date \_\_\_\_\_

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

**Minutes of the MUGA Sub Committee Meeting held at 8.30pm, on 4<sup>th</sup> February 2016 at Nant y Wern, Peterston super Ely**

**Present:** Councillors: Jan Parry (Chairman), Ian Pearson & David Jaques.  
Additional Sub Committee Members: Mrs A Phillips, Mr R Bailey, Mr D Chapman (Chair of Peterston super Ely) & Mrs V Adams

**Also Present:** Joanna Howell (Clerk to the Council) & Ms K Visser

**Apologies** Mrs A Phillips

The chair welcomed everyone to the meeting.

*Charitable Set Up & Governance to include links with Community Council*

Cllr Parry started by saying some of the Council were concerned that the Expression of interest (EOI) went through without much time for review with the Council especially as the EOI came from them. Cllr Jaques believed the Sub Committee needs to meet up formally more often, so can liaise with the rest of the Community Council and make sure they are informed.

Mrs Adams felt strongly that there had been quite a lot of consultation with the Council and the Community and that they were under time pressure so would not have been able to provide the EOI. She also questioned how many of the Community Council had attended the main consultation event as many of the details were discussed there. She was concerned that there had not been much communication from the Community Council to the MUGA group generally.

Cllr Jaques clarified the process and expressed his was concern that the support of the Community Council had not been formally minuted. At the next Community Council meeting (Monday 8<sup>th</sup> February) he will proposed that the Council agree to formally support the project with the Councillor members of the subcommittee providing updates to the rest of the Council. He will also propose that from this point the Community Council consent to planning applications, grants applications etc. going forward with their name where necessary.

Mr Bailey explained that the MUGA group didn't have many formal meetings so was very difficult to provide minutes for these, as present the Clerk would be copied in to emails.

Mr Chapman would like to say how delighted this sub group should be with the excellent application and go out with a united view on supporting this project and of using the resources that we have. Cllr Parry wished to stress that she was fully supportive of this project but that the Community Council has to make sure that all the Community are considered. Cllr Pearson wanted to stress that many of the Councillors had commented on how excellent the grant application was.

The Clerk explained the Charitable set up, with the charity being registered with HMC&E for gift aid purposes but not yet having sufficient annual income to register with the Charities Commission. Cllr Pearson stressed that there might be additional costs with registering with the Charities Commission so these should be considered when this point is reached.

Cllr Pearson explained that with gift aid you can only claim for donations rather than for payments for tickets etc. So this should be considered when events are organised.

### Update from Welsh Government grants and other grant applications

Mrs Adams explained that the EOI had been submitted to the Rural Development fund (Welsh Government) and that this committee should know in April whether a full grant application could be submitted, the grant is for up to £120k. There would be about £40k extra to find through fundraising/other grants. All together the application covered the surface, access path, new equipment for the different sports, floodlights and new fencing. She explained there was nothing in the application to do with the tennis club building itself.

Mr Bailey explained that the consideration of the surface was vital, but there had been lots of differing views and it had been very difficult to get a definite answer from an independent expert. It is also difficult to come across good examples of recent MUGA's that have been completed locally and lasted well.

The delay in deciding on the surface has meant that they have not been able to formalise the quotes to apply for extra grant applications. However they have identified a number of different grants including from the Lawn Tennis Association, Sports Wales etc.

### Financial Position and fundraising plan

The Clerk stated that the current financial position was £2.5k, however Mrs Adams believed the approx. £500 raised at the 2013 Santa Fun Run should actually be for the MUGA. Clerk to investigate and arrange transfer.

Additional fund raising activities suggested were :-

- Golf day
- Sky dives
- Charity Ball with auction
- Cheese & Wine evening
- Tennis lessons

Many of the group felt that the project had lost some momentum with the community as most of the recent work since the consultation had gone on behind the scenes.

Cllr Pearson explained with the Playstation project the thermometer and multiple letter drops, made sure that people knew what was happening. Everyone agreed that once the design is finalised then can they advertise this and start up momentum again.

Mrs Adams went on to explain that there will obviously be money committed from the Tennis Club but they will also need some in reserve. Also the group would like to engage the other sports groups in the village for commitment of use and fundraising. Many felt that the School were likely to get involved also.

### Design Finalisation and Planning

Mr Bailey asked if anyone had access to any unbiased experts who can help with the finalisation of the surface, then to please let him know. The group discussed a number of different examples of sports facilities they could visit.

Once the spec had been finalised work could then go ahead on the planning application and once ready then get the plans to the Council for their review, but this may have a short time frame.

Ms Visser explained she had attended as a representative of the Tennis Club, she had done some coaching exams recently and would be looking to run lessons to help build up support for Tennis in the village. She had also spoken to the Vale Tennis representative who has done a lot of funding



applications and has indicated he is willing to meet with the group and help with applications and also set up links with other tennis clubs and coaching.

Proposed future funding of the project incl. maintenance

The group are obviously concerned about the amount of funding that they will need in 10-12 years' time in order to pay for the surface to be redone and any additional maintenance, hence Mr Bailey would like to have more expert advice regarding this.

The group have decided that there would be an open use policy on the MUGA, with payment received from sports groups who want to book it out, but this is not likely to result in large amounts of money, so additional fundraising will be necessary.

As there were no further points to discuss at this stage Cllr Parry wished to thank everyone for their time

The meeting was closed at 9.50pm.

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

**Minutes of the MUGA Committee held at 9.30pm, on 29<sup>th</sup> February 2016 at 22 Cory Crescent, Peterston super Ely**

**Present:** Mrs A Phillips, Mr R Bailey, & Mrs V Adams

**Also Present:** Joanna Howell (Clerk to the Council)

**Apologies** Cllrs Parry, Pearson & Jaques

Surface

A discussion took place about the current views from the different sports clubs on the surface options especially in regard to Tennis & Football. AP talked about a phased approach, where the courts could be resurfaced first and then floodlights, however this was deemed to be impracticable and it was felt that the floodlights did need to go in from the first. Everyone agreed that the sand filled surface with a shock pad underneath was the best way forward given the expert opinions received.

Possible Contractors

A number of contractors were discussed- Not Sports, South Wales Sports, Light main & Courts all were agreed as the contractors to be asked to quote.

Specification

It was agreed that we needed a very detailed specification in order to ensure that all the quotes were the same. The only variance would be around the floodlighting where it was agreed to take the contractor's advice, provided we give them a performance spec.

RB advised that they should use a JCT contract which generally favours the client and has the ability for late clauses H&S planning, reinstatement clauses etc.

The tenders would need to be returned before the planning is entered due to the possible variance in floodlighting.

The example specification markings were reviewed. RB suggested that the most important markings could be inlaid rather than painted e.g. tennis and footballs. This would ease maintenance as painted lines would have to be fairly regularly redone.

The final spec of the courts was agreed and this will be distributed to the main sports clubs for approval.

The spec includes a storage area adjacent to the Courtside for tennis nets, netball hoops etc.

Fencing – Rebound grid fencing was agreed as the most sensible and in green wire.

It was agreed that there would be two gates for entry onto the MUGA, lockable and wheelchair width.

Pathway

It was agreed for completeness that the full pathway would be included in the specification and planning, so from the playing fields entrance around to the MUGA straight up to the kissing gate and then across to the playground and back down to link up. This might not be done all the way around the field, depending on cost. The pathway would be the standard width for wheelchairs and with a compacted dust surface. The type of lighting needed was discussed included making sure that it could be mowed. We would need input from building regs about the H & S aspects of different light types; it was thought that the lights would have to be inlaid onto the edge of the pathway.

### Electricity

It was discussed whether the electricity supply could be received from the hall, with a separate meter if possible? Or whether it would be easier to hook up the tennis club building with electricity from the road. It was agreed that this would be included in the spec as well. It was thought that we might need to run cables under the pathway if solar lighting wasn't possible. A list had been done for what needed power in the tennis club. RB agreed to speak to Western Power regarding the electricity.

### Fundraising Plan / Grants

Virador Credits – an eligibility check has been submitted for this and so this will be applied for and deadline checked.

Another grant AP has found was the Millennium Stadium fund for an equipment grant, it was agreed that a bid would be put in for the tennis nets, bowling nets and cricket mat.

AP to look further into Sports relief and lottery funding.

Sports Wales' development grant is for capital projects that increase participation, AP thinks will need to do detailed work for this with club captains around evidence gathering

Community Council grant was discussed and will be applied for.

AP will arrange an event at Jolyon's in Cardiff probably cheese & wine night as well as get a group together to sort out a men's golf day.

Discussion of what could be a large fundraising event, e.g. black tie event with a Sports theme and Q & A.

JH to find out when the VOG CASH grant deadline is.

### Communication Plan

AP suggested putting a 'thank you' and report on where the project is now, for website and around the school.

Finalised specification should be displayed online and in the village.

JH to arrange a subcommittee meeting to discuss maintenance/management/Communications.

JH to investigate finance distribution between the MUGA & Playstation.

JH to look into the insurance related to the MUGA.

The meeting was closed at 12.20pm.

# **Peterston-super-Ely Community Council**

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

### **Minutes of the Council Meeting held at 7.30pm, on 21st March 2016 at the Church & Community Hall, Peterston-super-Ely**

**Present:** Councillors: Cllr Jan Parry (Chairman), Ian Pearson (Vice-Chair), Cllrs Pat Cadwalladr, Bill Budd, Ray Petre, David Moody-Jones, & Michael Morgan.

**Also Present:** Joanna Howell (Clerk to the Council), Mr Rhodri Evans (representative from Fields in Trust organisation)

**Apologies:** Cllr David Jaques

Cllr Parry welcomed everyone to the meeting.

#### **433 Police Matters**

PCSO Byrne had sent his apologies. The Clerk reported that unfortunately there had been a number of crimes in the village:-

- Theft from garden shed – 2 mountain bikes. No suspects.
- Attempted theft of a water bowser from maintenance site – one of the suspects have been ID'd and enquiries are ongoing.
- Theft of number plates – no suspects regarding this.
- Burglary into garage and vehicle with various items stolen – enquiries are ongoing with this.

The Chair wished to remind the public that they need to make sure outbuildings are secure and people report any suspicious behaviour.

*AP Clerk to advertise recent crimes*

#### **434 County Council Matters**

Cllr Traherne had sent his apologies and did not have any matters to report to the Council

#### **435 Public Session**

At this point the Chair asked Mr Rhodri Evans from the Fields in Trust organisation if he wished to speak.

Mr Evans provided a most informative presentation on the history and work of the organisation. He explained that in the case of the Peterston super Ely playing fields the organisation would be able to ask the VoG Council as Freehold owners of the land to enter into a covenant with Fields in Trust in order that the land is fully protected for recreational use in the future. He went on to explain that the organisation can also offer advice and support to those that manage playing fields and even help secure grants etc. The costs associated with getting the covenant would be minimal as only really relating to registration fees etc. He confirmed the VoG Council was to merge with another Council the Covenant would still be valued and pass to the new owners.

The Chair thanks Mr Evans for his attendance and information.

A member of the public wished to raise the subject of the inlet monitoring camera being installed at the bottom of his garden. He was currently in communication with the VoG Council as he wanted clarification on the height of the equipment. However he hoped the Council could speak to the VoG about changing the fence that they had installed at the bottom of the bridleway which appeared to be increasing the likelihood of flooding of the Woodbine Cottages as was diverting the water away from the drain.

There was also a comment on the amount of rubbish that was accumulating in the lanes; however the Chair explained this would be discussed in agenda item 7.

**436 Matters arising from Public Session**

Playing Fields -:Cllr Morgan explained the current position of the playing fields leasing. He proposed that the Council ask Fields in Trust to liaise with the VoG Council in order to obtain a Covenant to tie in with the signing of the lease. This was seconded by Cllr Petre and agreed by all.

Cllr Morgan also felt that Fields in Trust's involvement might aid with getting the freehold of the land once the lease has been signed.

*AP Clerk to contact Mr Evans and provide approval for him to start liaising with VoG Council.*

Flooding of Woodbine Cottages – After a short discussion the Council agreed to write a letter to the VoG Council asking them to meet with the residents involved to see what changes they could make to facilitate better drainage.

*AP Clerk to contact VoG Council*

**437 To approve and sign the Heads of Terms of the Playing Fields' lease**

The Chair confirmed that the Heads of Terms had been previously circulated. It was proposed by Cllr Pearson that the Heads of Terms be approved and signed; this was seconded by Cllr Petre and agreed by all. The Chair and Vice Chairman signed the Heads of Terms.

It was RESOLVED by the Council to approve and sign the Heads of Terms for the playing fields lease.

**438 Update from Cllr Pearson on the potential replacement of the wooden posts at the riverbank**

Cllr Pearson had previously circulated the quotes for both the wooden posts and the rocks that he had received. It was felt that the rocks were too small to ensure that they wouldn't be moved. The Clerk reminded the Council that as this work was for over £1k, three quotes were needed.

Cllr Petre also queried whether there was a safety issue with rocks rather than wooden posts. It was agreed that the Clerk would contact VoG Highways for advice on any safety issues, provided there were none she would go ahead with getting three quotes for larger rocks.

*AP Clerk to investigate matter and get quotes.*

**439 To consider the issue of rubbish in the lanes, fly tipping and the state of the local recycling centre.**

The Chair described her recent visit to Llandow recycling centre where the huge potholes in the road made the road almost impassable and the steel steps at the centre made it impossible for the elderly or less able to do anything other than leave their recycling on the floor.

The Clerk read out a response to a similar complaint from St Georges & St Brides Community Council, in which the VoG representative explained this was a private road and the VoG were attempting a number of options to get this sorted.

There was also a discussion about the amount of general rubbish accumulating down the lanes, both the logwood, through Gwern y Steeple and also on the lanes out of the village towards St Fagan's. Cllr Moody-Jones discussed the "CPC Clean for the Queen" in Association with Keep Wales Tidy which is on 13th April and for which all help would be gratefully received. Whilst this event will help tidy up the village, the lanes were too dangerous for volunteers to walk.

A comment was also made about the two bins in the village that are full and so carrier bags are being left there. The Community Council also need to arrange for someone to empty the playground bin, in the absence of the person who normally does this.

*AP Clerk to complain to VoG about recycling site, rubbish in lanes and ask that rubbish bins be emptied.*

#### **440 To receive the minutes of the Council Meeting held on February 8th 2016**

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 Budd and seconded by Cllr Cadwalladr that they be accepted. The Minutes were then signed as a true and accurate record by the Chair.

#### **441 Matters Arising from these minutes**

##### Paragraph 417- Police Contact Details posters

PCSO Byrne has confirmed he will pass these on once he has them.

##### Paragraph 424 – MUGA

The Chair confirmed that there was a subcommittee meeting on this project on 22<sup>nd</sup> March and so there would be an update at the next Community Council meeting.

##### Paragraph 427.1 – School s137 Grant

*AP Clerk to check with Cllr Jaques if the matter had been raised at a Governors meeting yet?*

##### Paragraph 431- Working with Natural Resources Wales (NRW)

Cllr Moody-Jones confirmed that NRW had an article in the next parish magazine relating to flooding.

#### **442 Clerk's Report**

The clerk's report was reviewed.

Grit Bins – The Clerk was requested to go back to the VoG Council to see if the proposed cost can be reduced in some way and also to look into the cost of buying the bins privately.  
*AP Clerk to investigate.*

Rural Events Network – After a short discussion it was proposed by Cllr Morgan that this Council pay the annual fee to allow community groups to use the equipment; this was seconded by Cllr Moody-Jones and agreed by all.

*AP Clerk to register and arrange membership*

Speeding at Gwern y Steeple - The Clerk read through the complaints about the speeding at Gwern y Steeple and the update from local residents and the PCSO. It was proposed by Cllr Pearson and seconded by Cllr Petre that the Council investigate purchasing some 'please drive carefully through our village signs' to be placed at Gwern y Steeple. This was agreed by all.

*AP Clerk to investigate prices and permission needed*

Internal Auditor – After a short discussion it was proposed by Cllr Budd and seconded by Cllr Cadwalladr that Mr Alec Davies be appointed as the Internal Auditor, this was agreed by all.

##### Authority for expenditure

All expenditure was agreed and cheques were signed by two councillors. However it was requested that the Clerk continue to chase Countrywide over the lack of cutting of the Churchyard and delay payment until cutting has begun.

The Clerk raised the details of a Cemetery Maintenance and Management course that she had been invited to attend in Barry in September at a cost of £165 +VAT.

The Chair felt that this would be important for the Clerk to attend and proposed that the Council agree this expenditure and attendance; this was seconded by Cllr Moody-Jones and agreed by all.

AP Clerk to register to attend event

The Clerk then referred to her supplementary Clerks report. The issue of the lack of bus shelters on both sides at the White Bridge and Three Horseshoes had been raised by a resident. There was a short discussion and Cllr Parry explained that this issue had been raised before with the VoG. It was agreed that the VoG Council be lobbied to see if there is any way for shelters to be built in order to encourage the use of public transport as well as for the schoolchildren.

*AP Clerk to write to VoG to request dialogue on the issue*

The Clerk then referred the Council to her previously circulated updated budget for 2016/17. This reflects the yearend financial position; the updated projected carry forward for 2016/17 was felt to be at an appropriate level. There were no questions on the budget.

#### **443 Planning Matters**

2016/00243/FUL            The Piggery, Logwood Hill, Peterston-super-Ely – The Council believed that the present access seems totally impractical, and there was also concern over the run off.

*AP Clerk to comment on application*

There were no other comments on the planning applications.

#### **444 Correspondence**

These were reviewed and acknowledged.

Cllr Pearson also wanted to report on his correspondence with BT regarding the Broadband and Fibre issues. He has agreement from BT that the fast speed broadband will go into Wyndham Park and hopefully the required work will be done by early Spring. He wishes to encourage villagers to register with their broadband providers for Super-fast broadband so they can get it as soon as possible once it is available. Cllr Pearson will continue to attempt to get information on when it will reach the Gwern y Steeple area. The Council wished to thank Cllr Pearson for his hard work in this matter.

#### **445 Councillors Reports**

Cllr Parry had had a complaint from a resident of Ael y Bryn regarding the mess the grass verge had been left in after a refuse lorry had driven over it.

*AP Clerk to contact VoG Council with complaint*

Cllr Parry went on to provide the Council's thanks to Cllr Pearson and his wife on the wonderful flower troughs they have planted in the village.

Cllr Pearson has worked with villagers to put together a plan for the tree bench that will be built using the monies from the Best Kept Village monies. The costs are likely to be in the region of £350. It was proposed by Cllr Petre that any monies needed over the prize winners come from Council funds, this was seconded by Cllr Cadwalladr and agreed by all.

Cllr Pearson also wanted to propose that the previously discussed fencing for the playing fields, run from the railway line end to the memorial gate pillar, in order to replace the damaged and mis matched current fencing. This was agreed by the Council and Cllr Budd agreed to get quotes for appropriate fencing.

Cllr Parry wished to raise the matter of the many wreaths being left in the Churchyard for recycling. As these contained metal supports they could not be put in garden recycling.

*AP Clerk to ensure appropriate signage in the Churchyard to attempt to prevent this.*

Cllr Parry went on to discuss the Queen's Birthday picnic, she proposed that the Community Council get involved by sponsoring the Fancy Dress competition and that a small amount of money be used to purchase prizes. This was agreed by the Council as a nice idea.

Cllr Moody-Jones was able to update the Council on his attendance at the Well Being of Future Generations conference. He explained that the conference was informative and that the outcome involved the explanation of seven Wellbeing goals for Wales. Cllr Moody-Jones had gone on to write a report on how he believed the Community Council were helping to support / meet these goals. The Chair thanked Cllr Moody-Jones for his very interesting report.

**446 Health & Safety matters**

Cllr Cadwalladr provided the Clerk with details of an iron work company who may be able to provide a new gate for the playground.

*AP Clerk to contact*

There being no further business the meeting closed at 9.25pm

Chair \_\_\_\_\_

Date \_\_\_\_\_



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

**Minutes of the MUGA Sub Committee Meeting held at 8pm, on 22<sup>nd</sup> March 2016 at Nant y Wern, Peterston super Ely**

**Present:** Councillors: Jan Parry (Chairman), Ian Pearson & David Jaques.  
Additional Sub Committee Members: Mrs A Phillips, Mr R Bailey and Mr D Chapman

**Also Present:** Joanna Howell (Clerk to the Council)

**Apologies** Mrs V Adams

The chair welcomed everyone to the meeting.

Design Finalisation and Planning

Mr R Bailey talked about the quote process and stressed the importance of having a long established, reputable company run this process. Notts Sports have agreed to manage the project including the tender process and whilst contractors are on site, Mr Bailey believes that this is the most sensible approach as then the project will be run by those with the correct expertise in Health & Safety, materials etc. Notts Sports are very reputable and well used locally. There was a discussion on the quote received from Courtsall Services Ltd, and the conversation that was had with their representative. That and additional quotes were interesting in that they reassured the subcommittee as the costs were as expected.

At this point the subcommittee formally agreed that they will use Notts Sports as the project managers and will get them to run the tender process asking the contractors to hold the price for 12 months.

Mr Bailey to speak to Notts Sports in order to start this process.

There was a discussion of running services under the path and making sure that this is put in the contract. Everyone felt there was a need for an electricity and water upgrade, and this is the obvious opportunity to do this. At this point there is no additional work on the clubhouse planned.

Mrs Phillips has spoken to planning department at the VoG, they would classify the project as an intensification of use hence the facility will require planning permission. The VoG will want to know how much additional use it will get for impact of noise, parking etc. and will also want an ecology report. This will be a substantial amount of work so Mrs Phillips will start work on this as soon as possible. There was a short discussion about parking and the involvement of a local expert who could discuss the ecology report.

There was a discussion regarding any anticipated objections from the Community and any compensatory measures that can be built into the planning.

Cllr Parry updated the subcommittee on the signing of the heads of terms of the playing fields lease.

Method of running the club including finance, maintenance and management etc.

Mrs Phillips believes that this is slightly premature as until planning permission is raised for the floodlights we don't know whether the intensification will take place. However Grants will need information on this and there will also be questions from the Community.

The Clerk then reported back to the Subcommittee on Creigau playing fields and how this is run. After a detailed discussion it was confirmed that the only way forward appeared to be setting up a Peterston Sports and Social Club. This management committee would need representatives from the major sports clubs and also the school in order to get their input and their ownership.

There was clarification and agreement that there would be two different committees, this subcommittee to drive forward the project and act as the formal, legal entity behind the process and a Peterston Sports and Social Club Management Committee who will be responsible for the day to day running and ensuring the fundraising aspects of the facility.

The Peterston Sports and Social Club Management Committee would need to be formed in its embryonic form as soon as possible to ensure that there is buy in from the major sports. Mr D Chapman believe if you are playing a sport locally MUGA or organising a sport that will wish to use the MUGA then you need to be part of embryonic Sports and Social club committee to provide input.

The next steps were agreed as - completing the specification, contacting people who are actively engaged in different sports, update them with the specification, projected timetable, grants available and then up to that group of people to help develop the Peterston Sports & Social Club Management Committee.

An invitation can come from this subcommittee to the relevant parties regarding this for an informal initial update. Cllr Jaques will be able to discuss this with Peterston Football team, Mrs A Phillips will discuss with Amy Moreno Gray, Cllr Parry will discuss with John Barnes and it was also believed that Mrs V Adams had a list of potential other sports organisers who might be interested. Mr D Chapman will arrange a meeting with the headmaster of Peterston Primary School regarding the support of the school in the MUGA and hopefully start working with the school in the summer term regarding tennis coaching etc. Mr Chapman will also approach St Nicholas and Pendoylan Primary Schools.

Cllr Pearson believes that some kind of update needs to be going to everyone in the village in order to ensure that people are aware of what is happening.

Cllr Jaques raised the opportunity for s106 monies from Bonvilston and St Nicholas developments for community developments such as the MUGA. The Clerk will speak to the S106 officer and make her aware of this project.

#### Financial position and Fundraising plan

Mrs Phillips updated the subcommittee on possible grants. A number of these require a lot of detail for increase in participation, so need to engage together with the sports teams.

Mr D Chapman suggested that the Vale Tennis Academy may be able to give some projection on numbers.

Cllr Parry requested that an update on the planning be presented at the next full Community Council on April 11<sup>th</sup>, and Clerk will agenda item it for that meeting. Mrs Phillips agreed to organise an update for that meeting.

Clerk will arrange subcommittee meeting for after Easter.

The meeting was closed at 9.20pm.

# **Peterston-super-Ely Community Council**

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

### **Minutes of the MUGA Sub Committee Meeting held at 7.45pm, on 13<sup>th</sup> April 2015 at Glenview, Peterston super Ely**

**Present:** Councillors: Jan Parry (Chairman), Ian Pearson, David Jaques & Michael Morgan.

**Also Present:** Joanna Howell (Clerk to the Council), Mr D Chapman (Chair of Peterston super Ely Tennis Club), Mrs A Phillips, Mr R Bailey & Mr C Brain (all at invitation of Sub Committee)

**Apologies** Vanessa Adams

The chair welcomed everyone to the meeting. She began by explaining that the outcome of this meeting would be for all to have a better understanding of the position of both Peterston super Ely Tennis Club (the Tennis Club) and the new project to set up a multi use games area (MUGA). The Community Council could also then explain how they could get involved.

The Chair opened the meeting by explaining that a draft Heads of Terms had been received from the Vale of Glamorgan Council (VoG) in regards to the playing fields being leased to the Community Council on a 99 year lease, a copy of this was distributed to all. This would include the existing Tennis Club lease transferring to the Community Council.

Mr D Chapman began by providing an update on the current position of the Tennis Club and explained that the Tennis Club would be holding an AGM on Monday 27<sup>th</sup> April. He wished to stress that the Tennis Club are very much open to negotiation with and involvement of other local groups.

Mr Chapman believes that it would be possible to set up a Peterston Sports Club with a MUGA on the current grounds of the Tennis Club, he does however see that there are three different possibilities depending on the level of investment :-

- Resurface of the Tennis Courts with markings for some multi use
- MUGA but with no floodlights
- MUGA with floodlights.

There is however a Plan B and that would be to resurface the courts and just maintain as a Tennis Club. The problem with this is that the club is very much vulnerable to waves of interest and is very weather dependent.

Mr Chapman went on to explain that the Tennis Club currently had £16k in the bank and that there would be the possibility of applying to the Lawn Tennis Association for a considerable grant, but probably only if there was a permanent tennis court as part of the MUGA and once other funding had been secured.

Mr Chapman didn't have any problem with the existing Tennis Club lease, which he explained had about 8 years left on it, transferring to the Community Council from the VoG. He requested that in order to facilitate this there is a Councillor on the Tennis Club committee. He would raise at the Tennis Club AGM the transfer of the lease.

*Action – Clerk to raise at Community Council AGM in May*

Mr Brain asked if there would need to be an amendment to the lease as at the moment it states that only Tennis can be played on the area. Cllr Morgan felt that once the main lease had been granted to the Community Council, they could then be flexible with the Tennis Club Lease.

Cllr Jacques had a number of questions around how a Sports Club in Peterston and the use of the MUGA would work. Would people have to be members to use the MUGA and how would people who had provided fundraising for the MUGA feel if they then had to pay to use it? Cllr Jacques

believed that a clear plan regarding this would have to be set up in order for people to understand it and buy in to the project. At the moment he did not believe that there was full public backing which would be needed for fundraising. Cllr Jaques could see two options going forward:-

- Continuation of Tennis Club with this converting to a PsE Sports Club once a MUGA was in place
- Community Council take on the lease for this area and run the MUGA

Mr Chapman believed that a model for this could be a Council Leisure Centre which is paid for by everyone but you still pay a small amount to use it.

Mrs Phillips felt that there needed to be an option appraisal drawn up and presented to the community as a meeting and support for the different options could be judged. All options could be displayed with the different management models and funding implications. She agreed that until the project was more defined with all benefits explained it would be difficult to get the full support of the village. The maximum investment appeared to be £120-£130k for a complete MUGA with floodlights. Mrs Phillips felt that due to the fact the MUGA would encourage people into sport there would be a lot of available grants to apply for e.g. from Sports Wales. She believed it would be really important to bring in other sports groups in order to get maximum usage of the area, and she knew that Mrs Ness Adams had a good list of people/groups who had shown interest. Mr Chapman felt that there had been a lot of discussion with the Community over the last 18 months and so there was the backing for the MUGA but obviously the Community would need to understand the options. Also if there was a floodlit MUGA it will attract usage from groups outside the village and so it would be important that a system for dealing with this is put in place from the start and this should be explained to the Community at the meeting.

Mr Bailey explained that he had arranged for an accurate survey to be completed on the Tennis Club and from that drawings of a typical MUGA could be done. He has links with a South Wales Sports Ground company which has provided draft quotes for different types of surfaces. Mr Bailey is to enquire whether the South Wales Sports Ground will provide outline draft designs of a MUGA which would assist with any presentation and fund raising. The Clerk also had information from Sovereign Playgrounds which build MUGAs and would pass on the details to Mr Bailey.

At this point there was a discussion around a Public Meeting on this matter and it was agreed that it would be a good idea for there to be a weekend of events in September which could involve a Public Meeting, a formal handover of the playing field lease and a celebration event. It was felt that this would provide enough time for all the options and a presentation to be put together.

There was then a detailed discussion on how the project might be run. It was agreed that the project should be removed from the previous Playstation name, as this could suggest it was only for children and may also add confusion. The Playstation bank account held by the Community Council, which currently has funds in it for this project, is to have its name changed to that of the new project team name or similar. This would allow the project to retain its charity status and gift aid would still be able to be claimed.

A new subcommittee is to be set up by the Community Council so that members from the Council would be on the project group and that the Council could legitimately claim back VAT, apply for grants etc. It was agreed by all that the involvement of the Council would add to getting support from the village. However it was explained that the Council could not run the project as this was not their remit. Mrs Phillips and Mr Bailey then agreed that they would be co-chairs of the project group and start working on getting a project team together.

Meanwhile the Tennis Club would continue to function as normal.

*Action – Clerk and Cllr Pearson to look into bank details.*

*Action – Clerk to set up new subcommittee in May AGM*

At this point the Chair thanked all of the guests for coming and felt that the meeting had been most productive and enlightening, the guests left at 9pm.

The Chair requested an update from Cllr Morgan on where they were with a review of the heads of terms from the VoG. Cllr Morgan explained he had a number of concerns over the terms including the restriction on renting out the land for commercial purposes and the fact that the sub lease could only be given to the Tennis Club. He was waiting for the views from Mr Gareth Chapman regarding the language of the lease and the description of the fields.

*Action – Clerk to agenda for the next meeting where a draft lease would be presented.*

*Action – Cllr Morgan to continue review of lease.*

The meeting was closed at 9.30pm.