

# Peterston-super-Ely Community Council

## Cyngor Cymuned a Llanbedr-y-Fro

Minutes of the Council Meeting held at 7.30pm on the 10<sup>th</sup> of March 2025.

Present: Councillors: CHAIR A Phillips, S Armitage, D Cross,  
J Drysdale, S Firth, D Moody Jones and H Potter

Also present: Clerk, Val Harvey

Agenda Item	Discussion points	Action	Person/ dates
24/210 Apologies for Absence	Cllr D Meir (Illness)		
24/211 Declarations of Interest	No declarations of interest were received.	None Received	
24/212 Members of the public invited to speak	<p>No members of the public were present.</p> <p>Oliver Wicks and Andrew from South Wales River Trust gave an update on the Reprieve project, which is due to end at the end of February 2025. They reported that the key targets of the project have been achieved, namely:</p> <ul style="list-style-type: none"><li>- 31000m sq of fencing has been erected to create a habitat that reduces grazing erosion</li><li>- The planting target of 1300 trees has been achieved.</li><li>- Community involvement has been extensive. 127 volunteers have been involved in the project and 1000 people have attended project events.</li><li>- Surveys conducted as part of the project revealed the presence of mink and otters around PSE.</li><li>- An "Interpretation Board" has been erected in PSE</li><li>- Japanese Knotwood has been treated in various locations within PSE.</li></ul> <p>They reported that they had received fantastic cooperation from local landowners around PSE, which they really appreciated.</p> <p>They mentioned that Renishaw's have a Community Project Fund if PSECC are looking for funds for community projects.</p>	Write article once project information received from Oliver	Cllr Firth (April)

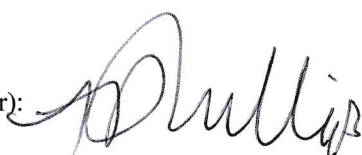


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	<p>SW River Trust are working on setting up a new 3 year project, funded by the Heritage Lottery and ending in 2028, which will focus on using a survey compiled by Tonyrefail Comprehensive in 1976 as a basis for conducting a biological survey amongst other things analysing water quality in the river. The project will repeat the 1976 survey and will include Tonyrefail School, Cardiff West Community School, Cardiff University and local communities.</p> <p>It was agreed that the CC would include an article giving an update on the Project in the Community magazine along, once it has been confirmed, details of the new project,</p> <p>Andrew and Oliver left the meeting at 20.15pm.</p>		
<b>24/213 Vale of Glamorgan Councilor Report</b>	<p>Cllr Michael Morgan sent his apologies as he was unable to attend the meeting as it clashed with Vale Council meeting. Written report to follow.</p>	Distribute report when received.	Clerk (March)
<b>24/214 To approve Minutes of the meeting held on 10<sup>th</sup> February 2025 and review matters arising</b>	<p>It was <b>AGREED</b> that the minutes of the February 2025 meeting be re-distributed as some Councillors had not been able to access the documents due to IT issues.</p> <p>The chair signed the minutes for January 2025.</p>	Re-issue February Minutes	Clerk (March)
<b>24/215 Correspondence received from Vale of Glamorgan</b>	<p>Correspondence received from the Vale of Glamorgan was noted.</p> <p>It was agreed that emails received by Clerk would be grouped into the following categories:</p> <ul style="list-style-type: none"> <li>- Consultation : to be distributed to all councillors immediately on receipt</li> <li>- Grants : to be distributed to all councillors immediately on receipt</li> <li>- Information Only – to be placed on shared One Drive</li> <li>- Road Closures to be distributed to all councillors immediately on receipt</li> </ul> <p>Copies of all emails will be placed on shared One Drive but will have “EM” after reference number to indicate that they have been individually distributed.</p>	Update directory structure and create accessible shared drive	Clerk (March)





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<b>24/216</b> <b>Correspondence</b> <b>received Planning</b> <b>Applications</b>	<p>No objections were raised to the following applications:</p> <ul style="list-style-type: none"> <li>• 2025/00156/FUL – Y Berllan</li> <li>• 025/00179/FUL – The Coach House</li> </ul> <p>Planning App 2024/00032/FUL The Croft Ffordd Yr Eglwys – Online enforcement objection for PROW and letter with photos sent to Planning Department by the Clerk on 27.01.25. No response has been received to Clerk's letter or in response to Minute 24/182 and 24/187 – The Croft</p> <p>A discussion took place regarding notifying public of local planning applications. It was agreed that the CC Website would be updated to include a link to the planning and road closure websites</p>	<p>Planning Dept to be chased.</p> <p>Update CC Website</p>	<p>Clerk (March)</p> <p>Cllr Drysdale (March)</p>
<b>24/217</b> <b>Correspondence</b> <b>received One Voice</b> <b>Wales</b>	<p>Correspondence received from One Voice Wales since the last meeting was noted.</p> <p>It was noted that PSECC Membership of OVW is due to expire on 30.3.25. Councillors agreed that it was worth retaining membership but questioned how much membership was.</p>	<p>Investigate cost of renewing OVW m/ship</p>	<p>Clerk (March)</p>
<b>24/218</b> <b>Correspondence</b> <b>received from</b> <b>Members of the</b> <b>Public</b>	<p>No correspondence received.</p> <p>It was <b>agreed</b> that burial plot Q14N should be charged resident rates as the family have lived in the local area for generations.</p>		
<b>24/219</b> <b>Neighbourhood</b> <b>Police Report</b>	<p>Correspondence received from the Police was noted.</p> <p>a) February Crime Figures</p> <p>01/02 – Clawddcoch – anti-social behaviour – vehicular ASB, no suspects identified.</p> <p>Cllr Armitage had been contacted about this incident by a local horse rider, who had asked the Cllr to report the incident. The incident took place at Pont Sarn Lane / Groesfaen Road, not in Clawddcoch and a description of driver, vehicle, registration number was provided to the police, but the police report states no suspects were identified.</p>	<p>Obtain explanation as to why Police were unable to locate car / suspect.</p> <p>Invite Police to next CC Meeting to explain their policies and priorities.</p>	<p>Clerk (March)</p>

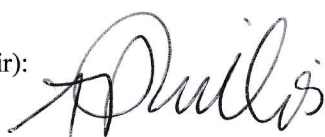


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<b>24/220</b> <b>Correspondence received from Other Bodies</b>	<p>Correspondence received from other bodies since the last meeting was noted. Cllr Drysdale confirmed that no grants were applicable to PSECC.</p> <ul style="list-style-type: none"> <li>Survey regarding allotments completed by Cllr Drysdale.</li> </ul>		
<b>24/221</b> <b>Councillor Reports</b>	<p><b>a) Update on Highways Issues (Cllr Firth)</b></p> <ul style="list-style-type: none"> <li>VOG has agreed to clear the aggregate on the junction of Trehedyn Lane every 13 weeks. PSECC need to monitor.</li> <li>Work on fencing on the raised pavement has not yet been completed. As at 18.3.25 they had undertaken some of the work and had stated that they will return shortly.</li> <li>A tree on corner of Ffordd Yr Eglwys and Main Road is to be cut back by Network Rail. Being monitored by PSECC.</li> <li>Cutting and maintenance of hedges are being monitored. All Councillors to inform Cllr Firth if any need maintaining.</li> <li>It was reported that the “low clearance” signs near the railway bridge are felt to be inadequate. It has been agreed that the missing sign will be replaced and issues regarding other signage is being monitored. VOG do not at present feel it necessary to add additional signs.</li> <li>A number of trees have fallen down, into the river and an email was sent reporting the problem on 10.3.25. Cllr Firth also re-reported it to Natural Resources Wales – as of 19.3.25 we are still awaiting a response.</li> <li>Some logs and lots of twigs / branches have been left on the river bank (Village Green) after the pollarding of the trees. This is likely to cause flooding in heavy rain. Email sent on 10.3.25 Cllr Firth also re reported it to Natural Resources Wales as of 19.3.25 is still awaiting a response.</li> <li>It was reported that the potholes on the Logwood are being repaired. The Council only deal with potholes over 50mm immediately, potholes over 40mm in other areas are being monitored. All Councillors to inform Cllr Firth if further potholes need reporting to the VOG</li> <li>Still waiting for a decision regarding the possible installation of “flashing signs” / VAS. Will follow up yet again.</li> <li>Reported the Dangerous Junction (top of Logwood/Pendoylan Hill). Lines &amp; signs will be renewed. Still awaiting date.</li> </ul>		Cllr Firth (April)





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	<p><b>b) Update on Maintenance Issues (Cllr Phillips)</b></p> <ul style="list-style-type: none"> <li>It was agreed that a rate of £150 per day for maintenance is acceptable.</li> <li>The church wall, from stile to lych gate, is being repaired this week. Concern was raised about other areas so it was agreed that Cllr Potter and Cllr Drysdale will send photos of other gaps and repointing concerns.</li> <li>A quote for a new Churchyard Noticeboard sign is being obtained. A discussion as to who owns the Noticeboard took place. It was clarified that PSECC own the actual noticeboard but the Church can change the sign inside (as long as it is the same physical size).</li> <li>A quote for the replacement of felt on the shed in the Churchyard will be obtained.</li> <li>Cllr Phillips is meeting three contractors to discuss the path from the MUGA to the blue gate on 12.3.25.</li> <li>It was reported that the new MUGA signs are good.</li> <li>There was concern that extra 'no dogs' signs may be required. It was agreed that the existing signs should be reviewed.</li> </ul> <p><b>c) Update on MUGA (Cllr Drysdale)</b></p> <ul style="list-style-type: none"> <li>It was reported that the recent maintenance work had improved the drainage but that in wet weather some flooding was still occurring and that the flood water had sand and mud in it. SW Sports are undertaking an "extreme clean" this week which they believe may improve the drainage.</li> <li>A used tennis net has been donated to PSECC from Radyr Tennis Club and it is hoped that other nets may be donated as and when they become available in the future.</li> <li>The Tennis &amp; Social Club (TASC) Partnership Agreement has been distributed to Cllr Phillips and Cllr Potter for comment / feedback. Cllr Cross requested a copy too.</li> </ul>	<p>Send photos of concerns</p> <p>Let Cllr Phillips know if additional signs are needed</p> <p>Send comments /feedback to Cllr Drysdale</p> <p>Send Agreement to Cllr Cross</p>	<p>Cllr Potter &amp; Cllr Drysdale</p> <p>Cllr Firth</p> <p>Chair &amp; Cllr Potter &amp; Cllr Cross</p> <p>Cllr Drysdale</p>





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	<p><b>d) Update on Extraordinary Meeting on 26.3.25 (Cllr Phillips)</b> A new Clerk has been appointed with immediate start date.</p>	Send information for PSECC website to Cllr Drysdale	Chair																																																									
<b>24/222 Finance</b>	<p>(a) The Payment Schedule for February 2025 was AGREED.</p> <table><tr><th>Budget</th><th>Payment Detail</th><th>Gross</th></tr><tr><td>Office Costs</td><td>PSECC Mobile Phone - Feburary 2025</td><td>£5.00</td></tr><tr><td>IT Support</td><td>MS Licence &amp; Backup - Inv 4073</td><td>£32.66</td></tr><tr><td>Office Costs</td><td>Service Charge - Feb 2025</td><td>£6.00</td></tr><tr><td>Pension</td><td>Clerk Pension - Jan 2025</td><td>£129.74</td></tr><tr><td>Salary/Exp</td><td>Clerk Tax - Jan 2025</td><td>£103.00</td></tr><tr><td>Salary/Exp</td><td>Clerk Salary - Jan 2025</td><td>£412.14</td></tr><tr><td>Salary/Exp</td><td>Clerk Expenses - Jan 2025</td><td>£32.75</td></tr><tr><td>NI</td><td>Clerk NI - Jan 2025</td><td>£27.68</td></tr><tr><td>Assets/Maintenance</td><td>MUGA Flood prevention</td><td>£11,092.41</td></tr><tr><td>Assets/Maintenance</td><td>Topographical Survey of MUGA</td><td>£1,740.00</td></tr><tr><td>Assets/Maintenance</td><td>Signs for MUGA</td><td>£61.40</td></tr><tr><td>Assets/Maintenance</td><td>Springs for Playground gate</td><td>£15.50</td></tr><tr><td>Pension</td><td>Clerk Pension - Feb 2025</td><td>£144.15</td></tr><tr><td>Tax HMRC</td><td>Clerk Tax - Feb 2025</td><td>£114.40</td></tr><tr><td>Salary/Exp</td><td>Clerk Salary - Feb 2025</td><td>£457.98</td></tr><tr><td>Salary/Exp</td><td>Clerk Expenses - Feb 2025</td><td>£35.45</td></tr><tr><td>Pension</td><td>Clerk Pension - Feb 2025</td><td>£54.54</td></tr><tr><td>Salary/Exp</td><td>Clerk Salary - Feb 2025</td><td>£216.58</td></tr></table> <p>TOTAL PAYMENTS: £14681.38</p> <p>b) The Bank Reconciliation for February 2025 was agreed and signed by the Chair and Deputy Chair</p> <p>c) Allotment Fees 2024-2025 - It was noted that the invoices for upcoming 2025-2026 fees for payment by 1<sup>st</sup> April 2025 were issued on 27.2.25.</p>	Budget	Payment Detail	Gross	Office Costs	PSECC Mobile Phone - Feburary 2025	£5.00	IT Support	MS Licence & Backup - Inv 4073	£32.66	Office Costs	Service Charge - Feb 2025	£6.00	Pension	Clerk Pension - Jan 2025	£129.74	Salary/Exp	Clerk Tax - Jan 2025	£103.00	Salary/Exp	Clerk Salary - Jan 2025	£412.14	Salary/Exp	Clerk Expenses - Jan 2025	£32.75	NI	Clerk NI - Jan 2025	£27.68	Assets/Maintenance	MUGA Flood prevention	£11,092.41	Assets/Maintenance	Topographical Survey of MUGA	£1,740.00	Assets/Maintenance	Signs for MUGA	£61.40	Assets/Maintenance	Springs for Playground gate	£15.50	Pension	Clerk Pension - Feb 2025	£144.15	Tax HMRC	Clerk Tax - Feb 2025	£114.40	Salary/Exp	Clerk Salary - Feb 2025	£457.98	Salary/Exp	Clerk Expenses - Feb 2025	£35.45	Pension	Clerk Pension - Feb 2025	£54.54	Salary/Exp	Clerk Salary - Feb 2025	£216.58	Chase payments	Clerk (March)
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<b>24/223 Update on prior actions</b>	<p>(a) It was <b>agreed</b> that First Aid Training be added to the Training Plan.</p>		Clerk (April)																																																									





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	(b) The list of actions from previous meetings is now available on spreadsheet for members to check and action.	All members to advise on updates for these actions	All (March)
<b>24/224 Dates of Next Council Meeting</b>	To note the next meeting will take place on 14 <sup>th</sup> April 2025 at 7.30pm		

The meeting closed at 21.00 pm