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# CYNGOR CYMUNED TONGWYNLAIS COMMUNITY COUNCIL

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## ANNUAL REPORT 2023-2024

Tongwynlais Community Council has no political affiliation and has the best interests of the Community in mind.

The Community Council has nine seats for Community Councillors.  
At the May 2023 Annual Statutory Meeting the seats were filled as followed: -

Mike Jones-Pritchard – Chair  
Caryn Hill – Vice Chair  
Linda Morgan  
Ceri Lane  
Graham Walters  
Ana Waite  
Owen Thomas  
Simon Underdown  
Rob Wiseman

The Community Council has no committees but has created working parties to assist with various local projects including the Community Garden, festive lights, and Tanyard management.

Representatives are in place as follows: -

Caryn Hill – Health and Safety Representative,  
One Voice Wales Representative  
Ceri Lane – One Voice Wales Representative,  
Ana Waite - Pear Tree Primary School Federation Community Council Governor  
Peeter Tiidt – Allotments Manager

The Clerk & Responsible Finance Officer is Mrs Nadine Dunseath who completed the Certificate in Local Council Administration in early 2023.

The Community Council also employs a litter picker and groundsperson, waterer for summer flower planters and cleaner for the Tanyard Hall.

The Community Council is a member of One Voice Wales who provide advice and guidance on statutory requirements expected of a Community Council. The Clerk is a member of the Society of Local Council Clerks who also provide advisory services.

Cardiff City Council entered into a charter agreement with all Community Councils in the County and the Clerk attends meetings with neighbouring Clerks and the Cardiff City Council Monitoring Officer.

### **ASSETS**

The Community Council owns and manages the Tanyard Hall. This is rented by various local groups and residents and is used as a meeting place and location for family parties. The hall has a small area to the rear used by Cardiff Libraries and is open to the public every Friday afternoon.

The Community Council owns allotments situated on Castle Road.  
The Community Council also owns the “kickabout area” situated to the rear of Castle Road, although the area and lane is maintained by Cardiff City Council.

The Community Council owns the grass area by the bus stop on Merthyr Road and has a long-term lease agreement with Cardiff City Council for the adjacent Merthyr Road Gardens.

## **MEETINGS**

Meetings took place on the following dates: -

April 24<sup>th</sup> 2023  
May 22<sup>nd</sup> 2023  
June 19<sup>th</sup> 2023  
July 31<sup>st</sup> 2023  
No meeting in August  
Sept 25<sup>th</sup> 2023  
Oct 30<sup>th</sup> 2023  
Nov 27<sup>th</sup> 2023  
No meeting in December  
January 29<sup>th</sup> 2024  
February 26<sup>th</sup> 2024  
March 25<sup>th</sup> 2024

Meetings will usually be held on the last Monday of the month.

## **FINANCES**

The Community Council receives an annual Precept from Cardiff City Council which is a Council Tax levy charged to each household within the ward. The Annual Precept for 2023-24 was £24,500. Other income is received from Tanyard Hall Lettings, Allotment Fees and annual rental of land used for an occasional overflow car park.

Main expenditure for the Community Council is for staff salaries, costs for Tanyard Hall maintenance and Utilities, Annual memberships of external bodies, Website Hosting, Council Insurance, and the Annual Festive Lights.

Donations were given to the Summer festival events, Christmas Hamper project and to the Primary School Gardening Club.

A full breakdown of the Community Council accounts can be viewed on the Community Council website.

## **AUDIT**

The Community Council received a complimentary audit report from the Internal Auditor for 2022-23 annual return but is yet to receive the more detailed transaction-based audit for 2022-23 from Wales Audit Office.

## **ACHIEVEMENTS**

As in previous years, the Community Council has financed the village hanging baskets that are placed along Merthyr Road each Summer. The baskets are created by members of Tongwynlais Primary School Gardening Club.

The Community Council have started work to improve the Merthyr Road gardens and shed following the successful application for a community garden pack funded by Keep Wales Tidy Local Places for Nature scheme which has been installed behind the bus stop on Merthyr Road.

To commemorate Armistice Day, the Community Council purchased additional lamppost poppies this year by donating to the Royal British Legion. The poppies featured names of past residents from Tongwynlais who had died in service during World War I and II and thanks to a local artist for decorating the poppies which received many compliments.

The Community Council published two village newsletters to every household in the village, which included information on the lamppost poppies, biodiversity projects and village events.

The Community Council arranged two village events this year which were free for residents to enjoy and where all were welcome to attend. The Coronation of King Charles III was celebrated with a tea party at the village hall with free food for under 11s. In December the Community Council hosted a free event at the Village Hall bringing residents young or old "Together at Christmas". Both events were very well attended, and an enjoyable time was had by all.

Improvements works to the Tanyard Hall have included the installation of energy efficient lighting.

At Christmas time, the Community Council funded festive lighting for the Village Hall and St. Michael's Church, as well as lamppost motifs along Merthyr Road. Energy Efficient LED Christmas trees were placed at St. Michael's Church, Bethesda Chapel, the Village Hall and in Merthyr Road Gardens, although some technical lighting issues were experienced, Community Councillors worked well together to resolve the issues as best as possible. The Community Council would like to thank all local businesses who donated towards the cost of the festive lighting. As in previous years, the Christmas lighting competition was a great success, and prizes were awarded to the winners.

Flooding on Mill Road and Castle Road has been an issue for many this year especially over the winter months. The Community Council has liaised with Cardiff Council officers to clear gullies and culverts to resolve the problems.

Working closely with Cardiff Councillors and Officers, improvements have been made to the Taff Trail including clearer signage and road markings with benefits to cyclist and pedestrian safety.

The Community Council frequently receive reports from residents and assist with liaising with Cardiff Council to arrange pothole repairs, to empty overflowing litter bins, to fix broken streetlights and to remove fly tipping, as well as much more besides.

The Council are reviewing policy documents to ensure they are current and reflective of new procedures and have adopted a Welsh Language Policy with the aim to produce more correspondence and documentation bi-lingually.

The Tanyard has achieved the status of a Keep Wales Tidy hub and litter picking equipment can be hired free of charge to help keep the village in good condition.

#### **AIMS FOR 2023-24**

The Community Council aims to complete work on the Merthyr Road Gardens which has historically been named "Rest Park". Building work is currently being arranged to help renovate the allotment shed with the view of using this space for community groups, working closely with Aion Chapel.

A tree management survey has been completed with the Community Council working towards removing some Ash trees suffering from dieback disease.

In conjunction with Calon Hearts and locally trained volunteers, the Community Council hope to arrange defibrillator and CPR training sessions for residents to attend.

The Community Council aims to provide relevant and useful information to residents by regularly updating and improving the information and content on the Council website, and regularly producing village newsletters that can be delivered to each household.

The Community Council website  
[www.tongwynlaiscommunitycouncil.gov.wales](http://www.tongwynlaiscommunitycouncil.gov.wales)

To contact the Clerk to the Council please email: -  
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or telephone: - 07955341292