

LLANFAIR COMMUNITY COUNCIL
Minutes of Council Meeting held at
Llanfair Primary School,
On Thursday, 4th April 2019 at 7.00pm.

Present: Chairman : Councillor Jim Teague
Councillors : David Hawkins, Mary Llewellyn, Heather Shaw
and Ray Simkiss.

In Attendance: Jackie Griffin, Clerk.
Vale Councillors H Jarvie and A Parker.
PC Stuart Elson.

Item 1: Apologies for Absence.
Councillors Julian Hitchcock and Geoff Simpson.
Vale Councillor G A Cox.

Item 2: Declarations of Interest.
None declared.

Item 3: Community Police Matters.
PC Elson advised of one malicious incident of threatening behaviour.
Members were advised to warn residents of horses fly grazing in the area.

Item 4: Acceptance of Minutes of the Meeting held on 7th March 2019.
Resolved that the minutes of the Meetings held 7th March 2019 were a correct
record of the meetings and the minutes were duly signed by the Chairman.

Item 5: Matters arising from the Minutes of the Meeting held 7th March 2019.
5.1 Clerk advised that she has spoken to HSBC regarding transferring the
bank accounts from Nat West. Initially it was promised that an Officer would make
contact to discuss. As this has not happened the Clerk asked again and was given a
telephone number to ring, which will be done next week.

5.2 It was reported that the road from The Herberts to Llandough is listed for resurfacing.

5.3 It was reported that not all the potholes in St Hilary have been filled.

5.4 Members noted that the road signs on the entrance to St Hilary have been fixed back
into position.

5.5 The invoice for the hire of Llanfair Primary School for Council meetings has still not
been received.

5.6 Members acknowledged and thanked Councillor Simpson for the statement that he
had prepared for One Voice Wales on the subject of 'Empty Properties'.

Item 6: Report from the Vale of Glamorgan Councillors.
Councillor Jarvie asked if the Members could suggest an alternative venue to
Llanfair School, as a Polling Station, within the Llanfair ward but no alternative could
be recommended.

Item 7: Chairman's Report.
No report.

Item 8: Clerk's Report.
8.1 **Finances**

Bank balance was noted at **£5,059.16** (Current Account £4,165.22 and Business Reserve Account £893.94).

Payments made since last meeting are:

Clerk's Salary (March) - £154.26;

HMRC Tax (March) - £38.57;

Petty Cash for 2018/19 - £83.78;

One Voice Wales – Membership for 2019/20 - £80.00;

Wales Audit Office – Audit of Accounts for Year 2017/2018 - £139.75.

Payments due to be made are:

Clerk's Salary (April) - £154.26;

HMRC Tax (April) - £38.57;

J Griffin - Akismet Prop Blogger Yearly Subscription - £44.00;

Mr M Waskett – Refurbishment of the Notice Board at The Herberts - £41.11.

Monies received Nil.

- **Website Security.**

The Clerk recommended that the website security is improved and the domain is amended to 'HTTPS' instead of 'HTTP' at a cost of £75 per year.

Resolved that the website security is purchased and applied to the website.

- **Financial Regulations.**

These were adopted in 2016 and now require updating. The Clerk will circulate a document by e-mail with the gaps filled in with suggested amounts for Councillor's consideration and agreement in due course.

- **Payments to Members of Community and Town Councils.**

The Clerk circulated Chapter 13, relating to Town and Community Councils, of the Independent Remuneration Panel's Report for 2019/2020, with a summary of the determinations. Members debated the determinations and agreed that any determinations that the Council must decide on would be completed at the next meeting.

- **Internal and External Audit.**

The Clerk advised that the documentation from the Wales Audit Office Auditors, Grant Thornton, has been received.

Members **resolved** that Mr Mees should be approached to ask if he would be prepared to carry out the internal audit for the last financial year.

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Item 9: HGV Vehicles directed by Sat Nav.

The Clerk advised that she had sent a photograph of the road sign indicating that the road is unsuitable for HGV's to Highways with a request that one is placed at the Herberts. The Officer had agreed that the sign is required at that junction and that the request would be added to a list of road works to be carried out as and when funds become available. The Officer had asked if the Community Council would consider paying for the sign and the Clerk had requested a quotation for the Council's consideration.

Item 10: Casual Vacancy.

Three expressions of interest had been received for co-option onto the Community Council.

Resolved that Stephanie Bonnar is co-opted onto the Community Council.

Item 11: Reports of Representatives.

Councillor Simpson had e-mailed his report on a recent meeting of the Cardiff and Vale University Hospital Stakeholders Reference Group. Members requested that the report is sent out to them by e-mail.

Councillor Teague advised that he had been unable to attend the recent meeting of the Community Liaison Committee.

Item 12: Correspondence and Publications.

12.1

E-mail from the National Assembly for Wales advising of a Consultation on proposals to amend the Public Audit (Wales) Act 2013. The Finance Committee of the National Assembly for Wales is conducting post-legislative scrutiny of the Act, which will focus on two areas:

1. To explore issues raised by the Auditor General for Wales and Wales Audit Office in regard of the Public Audit (Wales) Act 2013; including:
 - Fee charging
 - Quorum arrangements of the Wales Audit Office board
 - Wales Audit Office reporting accounts
 - Issues with laying and reporting accounts
2. To consider to what extent other aspects of the Public Audit (Wales) Act 2013 may benefit from revision.

Further details about the inquiry can be found on the Assembly's website:

<http://senedd.assembly.wales/mgConsultationDisplay.aspx?id=350&RPID=1514865213&cp=yes>

12.2

Letter from the Local Democracy and Boundary Commission for Wales regarding a 'Presentation on the Review of the Electoral Arrangements for The County of The Vale of Glamorgan'.

Presentation to take place at the Vale of Glamorgan Council's Civic Offices on 7th May 2019 at 18.00.

Councillor Llewellyn agreed to attend the presentation.

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Item 12: Correspondence and Publications (Continued).

12.3 E-mail from One Voice Wales detailing training sessions between April and July 2019.
Clerk asked that any Members wishing to book training should e-mail the Clerk who will then make a booking.
Noted.

12.4 Letter from Marie Curie in Cardiff and the Vale of Glamorgan appealing for financial support.
Noted.

12.5 Papers from the Vale of Glamorgan Council including the agenda for a 'Special Council' meeting on 8th March 2019.
Noted.

12.6 'Clerks and Councils Direct' publication – March 2019.

Item 13: Any Other Business allowed at the discretion of the Chairman.

13.1 Members discussed the nuisance of 'fly tipping' in the area.

Item 14: Planning.

14.1 Planning Application No. **2019/00258/FUL**
Location: Ty Draw Farm, Picketston
Proposal: Double storey front and side extension.
No objection.

Item 15: Date, Place and Time of Next Meeting.

The next meeting, to be preceded by the Annual Meeting, will be held on Thursday, 2nd May 2019 at St Hilary Village Hall at 7.00pm.

..... **Chairman**
Date : 2nd May 2019.