

**LLANFAIR COMMUNITY COUNCIL**  
**Minutes of Council Meeting held at**  
**St Hilary Village Hall,**  
**On Thursday, 2<sup>nd</sup> May 2019 at 7.10pm.**

**Present:** Chairman : Councillor Mary Llewellyn  
Councillors : Stephanie Bonnar, David Hawkins, Julian Hitchcock,  
Heather Shaw, Ray Simkiss and Geoff Simpson.

**In Attendance:** Jackie Griffin, Clerk.

**Item 1: Apologies for Absence.**

Councillors Jim Teague  
Vale Councillors G A Cox, H Jarvie and A Parker.  
PC Stuart Elson.

**Item 2: Declarations of Interest.**

None declared.

**Item 3: Community Police Matters.**

PC Elson had given apologies to the Clerk and had advised that there had been one occurrence of a domestic nature.

**Item 4: Acceptance of Minutes of the Meeting held on 4<sup>th</sup> April 2019.**

**Resolved** that the minutes of the Meeting held 4<sup>th</sup> April 2019 were a correct record of the meeting and the minutes were duly signed by the Chairman.

**Item 5: Matters arising from the Minutes of the Meeting held 4<sup>th</sup> April 2019.**

5.1 It was reported that yellow marked potholes had not all been repaired and the Vale Council had refused to fill one pothole opposite 'The Mill' in Llandough.

The Clerk to make enquiries on this matter.

5.2 Members referred to the Recycling Centre at Llandow and the deterioration of the access road to the site.

**Item 6: Report from the Vale of Glamorgan Councillors.**

No report.

**Item 7: Chairman's Report.**

No report.

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

8.1 **Finances**

Bank balance was noted at **£6,317.38** (Current Account £5,423.28 and Business Reserve Account £894.10).

Item 8:  
8.1

**Clerk's Report.**

**Finances (Continued)**

**Payments made since last meeting 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.

**Payments due to be made are:**

Clerk's Salary (May) - £154.26;

HMRC Tax (May) - £38.57;

J Griffin (Reimbursement of payment to HCI Data Ltd to secure the website) £90.00.

**Monies received.**

Vale of Glamorgan Council (First Precept Payment) - £1,536.00.

**Banking Arrangements.**

The Clerk explained that in order to transfer the bank accounts from Nat West to HSBC, two signatories on the accounts would need to attend a prearranged appointment at either HSBC, Queen Street, Cardiff, Callaghan Square Cardiff or Portland Street, Swansea. Enquiries are to be made with Lloyds Bank in Cowbridge to ascertain the procedure for transferring the bank accounts to that bank.

**Renewal of Council's Insurance Policy.**

The Council's insurance is due for renewal on 1<sup>st</sup> June 2019. The fee for 2019/2020 is £294.25 (last year's premium was £286.84).

**Resolved** that the Council's insurance policy with Zurich Municipal is renewed for the year 2019/2020 at the cost of £294.25.

**Internal Auditor.**

It was confirmed that Mr G Mees has agreed to carry out the Internal Audit for the year ended 31<sup>st</sup> March 2019.

**Clerk's Salary.**

Council requested that the Clerk's Salary is an agenda item for June 2019.

**Page three**

**Item 9: Payments to Members of Community and Town Councils – Independent Remuneration Panel’s Report 2019/2020.**  
 Members considered the determinations set by the Independent Remuneration Panel and **resolved** to accept the following:

40 – All community and town councils must make available a payment to each of their members of £150 per year as a contribution to costs and expenses.	This payment of £150 is mandated for every member unless they advise the appropriate officer that they do not want to take it <b>in writing</b> .	No decision to be made on this determination as it is mandatory.
43 – Community and town councils can make payments to each of their members in respect of travel costs for attending approved duties.	Expenses to be reimbursed on production of receipts.	Council adopted this determination.
44 – If a community or town council resolves that a particular duty requires an overnight stay, it can authorise reimbursement of subsistence expenses to its members.	Expenses to be reimbursed on production of receipts.	Council adopted this determination.
45 - Community and town councils can pay financial loss compensation to each of their members, where such loss has actually occurred, for attending approved duties.	Expenses to be reimbursed on production of receipts.	Council adopted this determination.
46 - All community and town councils must provide for the reimbursement of necessary costs for the care of dependent children and adults (provided by informal or formal carers) and for personal assistance needs up to a maximum of £403.	The payment is mandated for every member if they are eligible to claim and wish to do so.	No decision to be made on this determination as it is mandatory.

**Item 10: HGV Vehicles directed by Sat Nav.**  
 Further to the request for a sign indicating ‘road unsuitable for HGV’s at the Herberts, a quotation in the sum of £687.99 had been received from the Vale of Glamorgan Council for the siting of the requested sign. **Proposed** by Councillor Simkiss, seconded by Councillor Simpson and **resolved** that an order is placed with the Vale of Glamorgan Council for the sign as requested in the sum of £687.99.

**Item 11: Reports of Representatives.**  
 Councillor Simpson reported on the recent Committee meeting of One Voice Wales at which there was a report from the Wales Audit Office on the state of audits in Wales. It was agreed that terms of reference should be prepared for the Internal Auditor. There was also a discussion on ‘Empty Properties’ and it was decided that One Voice Wales would send out a ‘Freedom of Information’ request to councils in Cardiff, Bridgend and Vale of Glamorgan Councils areas asking for numbers of empty properties within their areas.

**Page four**

**Item 12: Correspondence and Publications.**

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

Information on the review is available at the Commission's website:  
[www.ldbc.gov.wales](http://www.ldbc.gov.wales)

12.2 'Clerks and Councils Direct' publication – May 2019.

12.3 Poster and leaflets on the Valeways Walking Festival to be held between 21<sup>st</sup> and 26<sup>th</sup> May 2019.

**All correspondence noted.**

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

No further business.

**Item 14: Planning.**

14.1 Planning Application No. **2019/00386/FUL**

Location: The Herberts Farmhouse, St Mary Church.

Proposal: Proposed alterations and extensions to existing farmhouse to provide attached granny annexe.

**No objection.**

14.2 Planning Application No. **2019/00388/FUL**

Location: The Herberts Farmhouse, St Mary Church.

Proposal: Garage with games room over.

**No objection.**

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

**The next meeting will be held on Thursday, 6<sup>th</sup> June 2019 at Llanfair Primary School at 7.00pm.**

..... **Chairman**

**Date : 6<sup>th</sup> June 2019.**