

**LLANFAIR COMMUNITY COUNCIL**  
**Minutes of Council Meeting held at**  
**Virtually over 'Zoom',**  
**On Thursday, 7<sup>th</sup> October 2021 at 7.00pm.**

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

**In Attendance:** Jackie Griffin, Clerk.  
Mrs F Lloyd.

**Item 1: Apologies for Absence.**  
None.

**Item 2: Declarations of Interest.**  
Councillor Ray Simkiss – Item 7 - To receive an update on the purchase and installation of a defibrillator in Llandough.  
Councillor Julian Hitchcock – Item 7 - To receive an update on the purchase and installation of a defibrillator in Llandough.  
Councillor Julian Hitchcock – Item no. 17.1- Planning Application No. 2021/01263/FUL.

**Item 3: Community Police Matters.**  
The Clerk reported that she had been advised that there were no reported incidents in the Llanfair area since the last meeting. PC Reynolds had warned that there are shed burglaries being carried out around the area and asked that Members make residents aware and remind people to secure their property.  
  
Councillor Llewellyn reported that there is a group of people carrying out 'lamping' at the moment. These groups are creating havoc with gates being left open and animals being able to wander out of the fields and onto the Highway. Any residents aware of activities taking place are asked to contact the Police immediately.

**Item 4: To discuss 'Community Speedwatch'.**  
Councillor Bonnar reported that she delivered ten forms to interested residents, for completion, to be trained to participate in 'Community Speedwatch' but had only received three completed forms so far. It is feared that residents may feel uncomfortable and concerned at participating in the scheme as some volunteers in neighbouring communities have received unwelcome treatment by motorists.

**Item 5: To consider and approve the minutes of the Meeting held 2<sup>nd</sup> September 2021.**  
**Proposed** by Councillor Hawkins, seconded by Councillor Shaw and **resolved** that the Minutes of meeting be approved as a true record. The Minutes to be signed by the Chairman in due course.

**Item 6: Matters arising from the Minutes, which are not included in this Agenda.**  
No matters arising.

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**Item 7: To receive an update on the purchase and installation of a defibrillator in Llandough.**

Mrs Lloyd advised that a Section 50 application, to site the defibrillator on the Highway, has been submitted to the Vale of Glamorgan Council. Councillor Bonnar reported that she and a number of Councillors had visited Llandough and looked at the Church Porch with a view to siting the defibrillator there. She had then e-mailed the Llandough Residents Group to suggest submitting a faculty as the Council has concerns at placing the defibrillator at the intersection of four narrow roads. The Llandough Residents are resistant to the Church Porch as they believe that walkers and cyclists would not be aware of the defibrillator's location in the Church but that it would be highly visible on the verge. Members debated the matter at length and raised the following comments:

- Batteries may negate the need for a power supply though this is doubtful if sited outdoors.
- Consider applying for a faculty from the Church in case the Section 50 application is declined.
- Councillors confirmed that they are very supportive of the initiative contrary to the perceived opinion of the Residents.
- Insurance of the defibrillator.
- Query made regarding why delay the purchase of the defibrillator.
- That the Community Council has to support all three villages and not just Llandough.

Mrs Lloyd agreed to report back to the Council in due course.

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

No report.

**Item 9: Clerk's Report**

**Finances.**

Bank balance was noted at **£5,751.80** (Current Account £4,855.63 and Business Reserve Account £896.17).

**Payments made since 2<sup>nd</sup> September 2021 are:**

Clerk's Salary (September) - £154.26;

HMRC Tax (September) - £38.57;

One Voice Wales (Councillor Hitchcock attending Charing Skills) £15.00;

J Griffin (Reimbursement of Zoom Meeting Fees – April - August) - £71.95.

**Payments due to be made are:**

Clerk's Salary (October) - £154.26;

HMRC Tax (October) - £38.57.

**Monies received:** None.

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**Item 10: To consider the renewal of the membership of the Society of Local Council Clerks.**

The Clerk advised that the Society of Local Council Clerks Membership is due for renewal. Last year the cost was £78. This year, as the Clerk is now also Clerk to St Donats Community Council, the fee is £112 so it was suggested that each Council might agree to pay £56 each.

**Proposed** by Councillor Bonnar, seconded by Councillor Simkiss and **resolved** that the Membership of the Society of Local Council Clerks is renewed at £112 with the cost shared with St Donats Community Council resulting in each Council paying £56.

**Item 11: To consider a Report on the purchase of a laptop for Community Council work.**

The Clerk had contact HDCS as recommended by a number of Councillors and had obtained a specification on a laptop recommended by Mr Drew for the purposes of the Community Council.

The specification included:

- Medium specification laptop with a Ryzen 3 processor, 8GB RAM, a 256 SSD and a 15.6" screen.
- This laptop is light enough to carry around but would still be robust and give excellent performance and battery life.
- Windows 10 and Microsoft Office 2019 Professional Plus to include Word, Excel, Powerpoint, Publisher, Outlook and Access to be included and fully licenced for use.
- Price £550 excluding VAT (which the Community Council can reclaim).

**Proposed** by Councillor Simkiss and **resolved** that an order should be placed for the above-mentioned laptop.

**Item 12: To report on an e-mail from Town Clerk, Cowbridge Town Council regarding the Roman Road.**

The Clerk reported on an e-mail from the Town Clerk at Cowbridge Town Council. The e-mail contained a suggestion from the Town Council that the two Councils work together to obtain grant funding to improve the Old Roman Road off Primrose Hill. The e-mail went on to refer to a donation of £500 received a number of years ago following use of St Hilary for filming 'Sherlock' in the Village and enquired what the monies had been spent on as it was reported that this was spent on the Road.

The Clerk had responded to advise that any improvement to the condition of the road would require significant funding (far more than £500) and would be subject to permission from the Vale of Glamorgan Council and possibly Cadw. The Clerk had also made enquiries with a number of Officers at the Vale of Glamorgan Council regarding the proposal and was awaiting responses.

The Members agreed that the Roman Road is an ancient relic and any suggestion of work and expenditure would be impractical and totally uneconomic.

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### Item 13: **To discuss a process for grant funding applications.**

Councillor Bonnar explained that many Town and Community Councils have a formal procedure to enable groups to apply for grant funding. Examples of forms are available on some websites. It was agreed that the Council should consider this for future applications and a template will be presented for consideration at the next meeting.

### Item 14: **Reports of Representatives.**

Councillor Simpson advised that he had attended a recent meeting of the Cardiff and Vale University Health Board Stakeholders Reference Group and would e-mail a report out in due course.

Councillor Simpson reported that the next Local Committee Group of One Voice Wales is scheduled for 11<sup>th</sup> October 2021.

Councillor Bonnar reported on a recent meeting of the Community Liaison Committee at which the following reports were given:

- Chief Inspector Arabella Rees gave an update on crime figures.
- 'Brown signage' around the Vale of Glamorgan.
- A suggestion of a Rural Roads Policy.
- Proposals for Llandow Recycling Centre – it was reported that the lease is due to expire January 2023 and that other sites are being considered, all of which are based at Llandow. Members acknowledged the assistance of the staff at the site and agreed that they have been brilliant with helping residents disposing of their refuse

The link to the meeting is provided below:

<https://www.youtube.com/watch?v=yFbOpctL6s0&list=PLzt4i14pgqIGO.6KJIEJ8k8uGcXnslsK8h&index=1>

### Item 15: **To note Correspondence and Publications.**

- 15.1 OVW (One Voice Wales) – Remote training sessions for September 2021.
- 15.2 OVW and Keep Wales Tidy Webinar 15.09.21.
- 15.3 Dyfed Powys Police – Warning regarding Facebook Scams.
- 15.4 Via OVW – The National Lottery Community Fund – 'Together for our Planet'.
- 15.5 OVW – Farmers and Landowner Survey – Natural Resources Wales Coast Path Team.
- 15.6 Mudiad Meithrin – Clwb Cwtsh – Welsh Learner Sessions October 2021.
- 15.7 VGC – 2<sup>nd</sup> Edition of the Business Support Newsletter – September 2021.
- 15.8 Public Services Ombudsman – 'Open Consultation on proposed guidance on "Principles of Good Administration" and "Good Records Management"'.  
Consultation closes midnight on 1<sup>st</sup> November 2021.
- 15.9 Clerks and Councils Direct Publication – July 2021.
- 15.10 The Clerk – Publication of the Society of Local Council Clerks – September 2021.

*All correspondence items noted.*

- Item 16: Any Other Business at the Discretion of the Chairman.**
- 16.1 Councillor Teague reported that the notice board at the Herberts requires some attention as the see-through plastic has become 'foggy' and requested authority for the work to be carried out. Members **resolved** that the work should be done as soon as possible.
- 16.2 Councillor Llewellyn reported that she had received two e-mails seeking the assistance of the Community Council with regard to the continuing problems of HGV's still accessing St Hilary usually to travel to St Athan. It was requested that the matter be placed on the agenda for the next meeting of the Community Council. It was suggested that the newly elected MS, Joel James for South Wales Central, be contacted to ask if he could assist with this problem.
- 16.3 Councillor Llewellyn reported that the Head Teacher at Llanfair Primary School is leaving the school at Christmas to take up a post as Head Teacher at Dinas Powys Primary School.
- 16.4 Councillor Simkiss reported that the verges between Lake Farm and The Mill in Llandough require cutting.
- 16.5 It was reported that one of the 30mph speed warning signs at The Herberts is not working and that a number of 30mph warning signs are obliterated by foliage.

*Clerk to report items to the Vale of Glamorgan Council.*

*Councillor Hitchcock left the meeting for the duration of this item.*

- Item 17: Planning Applications.**
- 17.1 Planning Application No. **2021/01263/FUL**  
Location: Old Rectory, Llandough  
Proposal: Proposed single storey extension and internal alterations to kitchen.

**No objection.**

- 17.2 **Results of recent Planning Applications:**  
None.

***Exclusion of the Press & Public – (Part ii)***

*Resolution to be made to exclude the public and press from the meeting during consideration of the following items in accordance with Public Bodies (Admission to Meetings) Act 1960 s1(2).*

- Item 18: To consider a request for a payment.**  
*Due to a change in circumstances this item was adjourned to a future meeting.*

- Item 19: Place, Date and Time of Next Meeting**  
**The next meeting will be held on Thursday, 4<sup>th</sup> November 2021 at 7pm, virtually over 'Zoom' or St Hilary Village Hall.**

..... **Chairman**  
**Date : 4<sup>th</sup> November 2021.**