

**LLANFAIR COMMUNITY COUNCIL**  
**Minutes of Council Meeting held at**  
**Virtually over 'Zoom',**  
**On Thursday, 7<sup>th</sup> April 2022 at 7.00pm.**

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

**In Attendance:** Jackie Griffin, Clerk.  
Vale Councillor Andrew Parker.

**Item 1: Apologies for Absence**  
Councillor Steph Bonnar.  
Vale Councillor Hunter Jarvie.  
PCSO Stephen Davies, South Wales Police.

**Item 2: Declarations of Interest.**  
None.

**Item 3: Community Police Matters.**  
PCSO Davies had forwarded apologies and requested the date of the next meeting at which he would present the occurrence figures for March and April.  
PCSO Davies advised that the Police are aware of a White Mitsubishi L200 pick up Registration No. CV05PYF which had been spotted in the area in the early hours of the morning and suspected of being involved in 'hare coursing'.

**Item 4: To consider and approve the minutes of the Meeting held 3<sup>rd</sup> March 2022.**  
**Proposed** by Councillor Llewellyn, seconded by Councillor Simkiss and **resolved** that the Minutes of the meeting be approved as a true record. The Minutes to be signed by the Chairman in due course.

**Item 5: Matters arising from the Minutes, which are not included in this Agenda.**  
No matters arising.

**Item 6: Chairman's Report.**  
No report.

**Item 7: Clerk's Report**  
**Finances.**  
Bank balance was noted at **£5,059.35** (Current Account £4,163.09 and Business Reserve Account £896.26).

**Payments made since 3<sup>rd</sup> March 2022 are:**

Clerk's Salary (March) - £154.26;  
HMRC Tax (March) - £38.57;  
One Voice Wales (Annual Membership Subscription) - £91.00.

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**Item 7: Clerk's Report  
Finances (Continued)  
Payments due to be made are:**

Clerk's Salary (April) - £154.26;  
HMRC Tax (April) - £38.57;  
J Griffin (Reimbursement for Akismet - Anti-spam for Website) - £80.00;  
J Griffin (Reimbursement for Petty Cash April 2021 to March 2022) - £90.83;  
J Griffin (Reimbursement for Zoom January to March 2022) - £43.17.

**No Monies received.**

**Clerk's Salary.**

It was reported that an increase in the Clerk's salary has been agreed of 1.75% backdated to April 2021. The Clerk is employed to work 16 hours per month. If agreed this would result in a back payment of salary to the Clerk of £201.60 (gross), less Tax of £40.32 and net backpay of £161.28 to cover 14 months.

New Salary to Clerk to be	=	£207.20
Less Tax 20%	=	<u>£ 41.44</u>
Net salary per month	=	£165.76

**Proposed** by Councillor Hawkins, seconded by Councillor Teague and **resolved** that the increase in Clerk's salary be accepted and the backpay paid to the Clerk as calculated.

**Item 8: To receive the Bank Reconciliation and Receipts and Payments Accounts for the year ended 31<sup>st</sup> March 2022.**

The Clerk had forwarded the Bank Reconciliation and Receipts and Payments Accounts for the financial year ended 31<sup>st</sup> March. The end of year balance was recorded as £5,059.35, with receipts of £4,608.12 and payments of £3,950.98.

**Resolved** to accept the end of year accounts as presented.

**Item 9: To consider Applications received for Financial Assistance.**

- 9.1 Application received from St Hilary Platinum Jubilee Committee requesting financial assistance towards the costs of a weekend of activities over the Queen's Platinum Jubilee including a Beacon; craft activities; exhibition of coronation memorabilia; family games and races and afternoon tea.
- 9.2 Application received from Llandough Village Community Group requesting financial assistance towards celebration of the Queen's Platinum Jubilee to include a day of festivities with a street party with food, games and fancy dress and an evening BBQ.
- 9.3 Application received from St Mary Church Residents Association requesting financial assistance towards celebration of the Queen's Platinum Jubilee to include activities for all residents with a face painter and children's entertainment

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- Item 9: To consider Applications received for Financial Assistance (Continued)**  
Members considered the applications together and decided to support each Village with the same amount for each one.  
**Proposed** by Councillor Hitchcock, seconded by Councillor Hawkins, that the Council support their communities by making a grant of £500 available to each village to celebrate the Queen’s Platinum Jubilee in June. It should be stressed to each village that this grant must be utilised on the Jubilee Celebrations.  
The Council **resolved** that in pursuance of the Power of Well-being, section 126 conferred on it through the Local Government (Wales) Measure 2011 and being of the opinion that the expenditure satisfies the requirements of that section, approves the payments of £500 to St Hilary Platinum Jubilee Committee; Llandough Village Community Group and St Mary Church Residents Association
- 9.4. Application received from Wales Air Ambulance requesting financial assistance to help with the costs of the service which is particularly invaluable to a rural area.  
**Proposed** by Councillor Shaw, seconded by Councillor Simkiss, that the Council supports the request with a donation of £50 towards the costs of the Charity.  
The Council **resolved** that in pursuance of the Power of Well-being, section 126 conferred on it through the Local Government Act and being of the opinion that the expenditure satisfies the requirements of that section, approves the payment of £50 to the Wales Air Ambulance.
- Item 10: To consider input in the Annual Report of the Community Council.**  
From April 2022 Community and Town Councils will have a duty, under the Local Government and Elections (Wales) Act 2021, to prepare and publish a report about the council’s priorities, activities and achievements. The first report must relate to the financial April 2021 - March 2022 and be published as soon as reasonably practicable after April 2022.  
The Clerk had started work on the Annual Report and e-mailed the document to the Members for their attention and had asked for suggestions and any required amendments. A few amendments and suggestions were received from Councillor Simpson and Councillor Llewellyn thanked the Clerk for the work undertaken on the Annual Report.
- Item 11: To note/discuss, if required, the Local Elections on 5<sup>th</sup> May 2022.**  
Members discussed their experiences of completing the forms required for standing for the Local Election and had unanimously agreed that the forms had been confusing and not particularly ‘user friendly’. However, all agreed that the staff at the Vale of Glamorgan Council had been extremely helpful with queries.

**Item 12: To update on the issue of ‘HGV’s in St Hilary Village.**  
Members discussed the issue further. It was suggested that a meeting be requested with one of the new Chief Officers at the Vale of Glamorgan Council whose jurisdiction this portfolio is under.  
Members discussed a sign located near Picketston indicating ‘No HGV’s’ which is very clear and could prove helpful at the entrance of St Hilary.

**Item 13: Reports of Representatives.**  
Councillor Simpson reported on a meeting of the Cardiff and Vale University Health Board held on 22<sup>nd</sup> March and advised of the following:

- Suzanne Rankin, previously a Nurse, has recently been appointed as Chief Executive of the Board.
- The Board is concerned at the financial implications of the work required at the Heath Hospital which requires a rebuild and will have to be carried out from the ‘inside to the outside’.
- An initiative ‘Start Well, Living Well, Aging Well’ is to be introduced via 3<sup>rd</sup> party organisations.

**Item 14: Correspondence and Publications which do not necessarily require discussion. i.e for noting only – *previously sent out by e-mail.***

- 14.1 Via One Voice Wales (OVW) – ‘Big Meadow Search’.
- 14.2 Royal British Legion – ‘Planting a Tree for the Jubilee’.
- 14.3 OVW – Training Courses for April 2022.
- 14.4 Vale of Glamorgan Council (VGC) – Annual Delivery Plan (ADP) 2022 – 2023.
- 14.5 VGC – Business Support Newsletter 18<sup>th</sup> March 2022.
- 14.6 Via OVW – Ukrainian Refugee Crisis.
- 14.7 Banner Box Print Solutions – Platinum Jubilee Items to purchase.
- 14.8 VGC – Have your say survey for Adults on Play.
- 14.9 Observations of Independent Members of Standards Committee at Town and Community Council Meetings.
- 14.10 Welsh Government – ‘Innovation Strategy for Wales’.
- 14.11 Age Cymru – Survey on experiences of Covid-19 pandemic and thoughts on recovery from people aged 50 and over.

**Item 15: Any Other Business at the Discretion of the Chairman.**  
15.1 The current work being carried out at the ‘Sewage Farm’ was queried. Vale Councillor Parker advised that the work is to remove the Japanese Knotweed from the verge on the bend of the St Athan road.

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**Item 15:**           **Any Other Business at the Discretion of the Chairman (Continued)**  
15.2               Councillor Shaw thanked Councillor Hawkins for his support and work carried out on behalf of the Community Council and especially in relation to the village of St Hilary.

Councillor Hawkins responded and advised that it had been a great privilege to serve on the Community Council but having moved out of the village had decided not to stand in the Local Election. Councillor Hawkins stated that he had thoroughly enjoyed his time on the Council; he thanked the Members and Clerk for their friendship and wished the Community Council good luck for the future.

**Item 16:**           **Planning Applications.**

16.1               Determinations on Planning Applications by the Vale of Glamorgan Council:  
(i)                Planning Application No. **2021/00495/1/CD** (Original Reference 2021/00495/RG3) – Discharge of Condition 4 (Biodiversity) – Installation of a demountable unit to accommodate a childcare provision. Works to include erection of a canopy shelter, ramped access and all associated site preparation and external works at **Llanfair Primary School – Approved.**

(ii)               Planning Application No. **2021/01775/FUL** – Two new windows to the Northern elevation and conversion of car port / garage into kitchen at The Extension, Lower Beaupre House, St Hilary – **Grants permission with 2 conditions.**

**Item 17:**           **Place, Date and Time of Next Meeting**  
**Annual Meeting on Thursday 12<sup>th</sup> May 2022 at 7pm, Venue to be confirmed, immediately followed by the Ordinary Meeting of the Community Council. Both meetings will be subject to Welsh Government regulations relating to Covid-19.**

..... Chairman.

**Date : 12<sup>th</sup> May 2022.**