

LLANFAIR COMMUNITY COUNCIL
Minutes of Council Meeting held at
St Hilary Village Hall,
On Thursday, 1st September 2022 at 7.00pm.

Present: Councillors : Steph Bonnar, Mary Llewellyn, Heather Shaw, Ray Simkiss, Geoff Simpson and Jim Teague.

In Attendance: Jackie Griffin, Clerk.

*In the absence of both the Chairperson and Vice Chairperson it was **proposed** by Councillor Llewellyn, seconded by Councillor Simpson and **resolved** that Councillor Bonnar be appointed Chairperson for the duration of the meeting.*

Item 1: Apologies for Absence
Councillors Julian Hitchcock and Liz Loch.

Item 2: Declarations of Interest.
None.

Item 3: Community Police Matters.
No police presence.

Item 4: To consider and approve the minutes of the Meeting held 7th July 2022.
Proposed by Councillor Bonnar, seconded by Councillor Teague and **resolved** that the Minutes of the Ordinary meeting be approved as a true record. The Minutes were signed by the Chairperson.

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

Item 6: Chairperson's Report.
No Report.

Item 7: Clerk's Report
7.1 **Finances.**
Bank balance was noted at **£4,601.12** (Current Account £3,704.65 and Business Reserve Account £896.47).

Payments made since 7th July 2022 are:
Clerk's Salary (July and August) - £343.02;
HMRC Tax (July and September) - £82.88;
H Embling (Internal Audit Fee) - £100.00;
One Voice Wales (Councillor Loch – New Councillor Induction Course) - £17.50;
St Hilary Village Hall (Hire of Hall re Meeting 07.07.22) - £30.00;
J Griffin (Reimbursement for Zoom April to June 2022) - £43.17.

Payments due to be made are:

Clerk's Salary (September) - £165.76;

HMRC Tax (September) - £41.44;

St Hilary Village Hall (Hire for meeting) - £30.00.

Monies received:

Second Precept Payment of £1,536.00 (via Vale of Glamorgan Council).

- 7.2. Letter of thanks received from Wales Air Ambulance Charity for donation of £50.

Noted.

- 7.3 **Basic Planning from Start to Finish e-Course (Planning Aid Wales).**

The Clerk advised that she had completed the course which she would recommend to Members as giving good general knowledge on planning matters.

- 7.4 **'Code of Conduct' Training.**

One of the Councillors will attend the training in September and then all Members will have completed the training.

- Item 8: To consider the change to Standing Orders as discussed at July's meeting.**

The Clerk had circulated a suggested statement for adding to the Council's Standing Orders:

'Any Councillor nominated as Chairman or Vice-Chairman shall have served as a Councillor for a minimum of two years (*unless there are no Councillors who meet this requirement due to resignations of former members or a complete turnover of Councillors following an Election*)'. See Standing Orders, page 11 e(ii).

Resolved that the statement be adopted and added to the Standing Orders.

- Item 9: To report on incidents of HGV issues in St Hilary Village.**

Members discussed the number of HGVs issues which have occurred during the last 2 months. The incidents have been reported to the Highways Department and letters have been sent to the companies involved.

Resolved that the Cowbridge Ward Vale of Glamorgan Councillors be informed of the various incidents to make them fully aware of the problems being experienced in St Hilary.

- Item 10: To report on damage to a wall in St Hilary caused by a HGV.**

Councillor Loch had forwarded an e-mail to the Clerk advising of damage caused to the retaining wall at the Pump Garden in St Hilary. Enquiries have ascertained that The Pump Garden is not officially owned by anyone. Attempts to identify the owner have left it described legally as 'without title' and operationally by the Vale of Glamorgan Council as 'common land'. In this instance the haulage company involved have paid for the repair to the wall. Villagers have asked Councillor Loch to enquire whether Llanfair Community Council or the Vale of Glamorgan Council should organise the repair and asked for the Community Councillors views at tonight's meeting. Members discussed the matter and agreed that it was not the responsibility of the Community Council.

- Item 11: To discuss the setting up of a Training Plan.**
The Clerk had prepared a table of training courses and suggested that Members consider doing the courses which they are particularly interested in. The table to be forwarded to Members for their consideration.
- Item 12: To consider the Town and Community Councils 'Toolkit'.**
As discussed at July's meeting, Members agreed to hold an extra meeting in October or November to work through the requirements of the 'Toolkit'.
Date to be set at October's meeting.
- Item 13: Reports of Representatives.**
Councillor Simpson reported that he has now completed his terms with Cardiff and Vale University Health Board as the representative of One Voice Wales. Newsletters are sent out by the Health Board which will be forwarded to Members for information.
- Councillor Bonnar advised that the next meeting of the Community Liaison Committee will take place in October.
- Item 14: Correspondence and Publications which do not necessarily require discussion. i.e or noting only – *previously sent out by e-mail.***
- 14.1 Vale of Glamorgan Council (VGC) Business Support Newsletter – 19th August 2022.
- 14.2 VGC – Strong Communities Grant Fund.
- 14.3 VGC – Draft Integrated Sustainability Appraisal Scoping Report Consultation.
- 14.4 One Voice Wales (OVW) Training Courses – 22nd August – 8th September 2022.
- 14.5 Boundary Commission for Wales – Representations received during second consultation period.
- 14.6 OVW – Community Orchards.
- 14.7 OVW – St David's Awards.
- 14.8 VGC – Planning Committee Meeting Papers for 7th September 2022.
- All items were forwarded to Councillors prior to the meeting and were noted.***
- Item 15: Any Other Business at the Discretion of the Chairman.**
- 15.1 Councillor Bonnar enquired about the setting of the precept which was confirmed as being set at January's meeting.
- 15.2 Councillor Simkiss referred to a wall at The Herberts which has been damaged. The Clerk asked for photographs of the wall which can be used to report the damage to the Highways Department.

Item 16: Planning Applications.

16.1 Planning Application No. **2022/00858/FUL**

Location: New House, St Hilary

Proposal: Alterations to garage at lower ground level and single storey extension to ground level to extend kitchen.

No objection.

16.2 Planning Application No. **2022/00903/FUL**

Location: Whips Bungalow, Llandough

Proposal: Proposed detached garage, repositioned entrance drive with access onto highway and curtilage extension, which will allow safe vehicular access onto the highway.

No objection.

16.3 **Determinations on Planning Applications by the Vale of Glamorgan Council.**

(i) Planning Application No. **2022/00575/FUL** – Construction of two storey extension incorporating removal of existing garage, new timber entrance canopy and cladding to front elevation at **Woodside, St Hilary – Grants permission with 3 conditions.**

Noted.

16.4 **E-mail received by Councillor Loch.**

Councillor Loch had forwarded an e-mail to the Clerk which she had received from a resident of St Hilary. The unnamed resident had expressed exasperation with perceived planning procedures at the Vale of Glamorgan Council whereby enquiries made with the Senior Conservation Planner to ascertain if planning permission was required for the change of wooden window frames to UPVC was necessary within the Conservation Area. Advice given was that as there was no article 4 directive for the St Hilary Conservation Area, then planning permission was not required for the change. Apparently, it was recommended some time ago that an Article 4 directive should be brought in but the workload for one heritage officer would not be manageable. The resident was frustrated that some residents have had major problems getting planning permission and yet windows can be changed without obtaining planning permission.

Members agreed that an e-mail should be sent to the Vale of Glamorgan Council to express their concern at this and to enquire what was the point of the village having Conservation status if should a change of windows can be done without the requirement for planning permission.

Item 17: Place, Date and Time of Next Meeting

Thursday, 6th October 2022 at 7pm at St Hilary Village Hall.

..... **Chairman.**

Date : 6th October 2022.