

LLANFAIR COMMUNITY COUNCIL
Minutes of Council Meeting held at
St Hilary Village Hall,
On Thursday, 5th January 2023 at 7.00pm.

Present: Vice Chairperson: Councillor Liz Loch.
Councillors : Mary Llewellyn, Heather Shaw, Ray Simkiss and Jim Teague.

In Attendance: Jackie Griffin, Clerk.
Vale of Glamorgan Councillor Robert Fisher

Item 1: Apologies for Absence
Councillors Steph Bonnar, Julian Hitchcock and Geoff Simpson.

Item 2: Declarations of Interest.
Councillor Loch – Item 11 - Parking in the vicinity of St Hilary Village Hall.

Item 3: Community Police Matters.
13/12/2022 (St Mary's Church)
Report to the police regarding a suspicious male.
Outcome: Both parties have been spoken to and issues resolved no crime committed.

27/12/2022 (St Mary's Church)
Domestic reported.
Outcome: Matter resolved support given by South Wales Police

Item 4: To consider and approve the minutes of the Meeting held 1st December 2022.
Resolved that the Minutes of the 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.
5.1 The Clerk read out a report prepared by Councillor Bonnar on the recent bus survey which had been delivered to each home in St Mary Church:
'Bus Survey Update
There were 85 Bus Survey sheets issued to the households of St Mary Church just following the December Community Council Meeting. A return deadline of 31st December 2022 was detailed on the survey sheet. A total of 26 forms were returned so a response rate of 30.6%.
An overview of the responses is detailed in the bullet points below:

- 9 households used the old village bus service
- 17 didn't use the old service, but 4 advised that they were new to the village
- 24 advised they would use a service from the village to Cowbridge
- 2 advised they wouldn't use a service to Cowbridge
- 21 advised they would use a service from the village to Llantwit Major
- 5 advised they wouldn't use a service to Llantwit (same 2 as above with additional 3)

- 4 would use a service daily
- 15 would use a service weekly
- 5 would use a service monthly
- 1 would not use at all
- 9 currently use a taxi (one uses weekly but most who use find it too expensive)
- 16 don't currently use a taxi / 1 didn't respond either way on this question
- 24 own a car & the other 2 don't
- 21 had heard of Greenlinks and of those 21 there were 5 who had used the service
- 5 had not heard of the Greenlinks service

One response felt it was an "immoral idea, waste of public money, people will move in who need it then funds will run out". The majority commented that it would be a good idea but several raised concerns regarding a schedule which would work for them individually. Some advised that Llantwit was a good destination as it has the train line to link to Cardiff. Some advised it would be helpful for shopping needs and meeting friends / attending groups etc. One had concerns that the majority of users may be bus pass holders making it uneconomical.

Next Step

We agreed as a Council we would put together and issue a survey, and assess responses. The original basis of us considering doing a survey was that improvements to public transport in the rural Vale of Glamorgan is a key goal of our local MP. So a question for the council to consider is should we send a letter to Alun Cairns explaining that a survey has been carried out and sharing the findings?

The Council **resolved** that the results of the survey should be shared with Alun Cairns MP and the Vale of Glamorgan Council.

5.2 It was reported that the 'dog fouling signs' are still not in situ in Llandough and St Mary Church.

5.3 Members discussed hedge and verge cutting around the Vale of Glamorgan and requested clarification on who exactly is responsible for what.

Item 6: Chairperson's Report.

No report.

Item 7: Vale of Glamorgan Councillor's Report.

Councillor Fisher updated Members on the following:

- Councillor Fisher has been appointed a Governor of Llanfair Primary School.
- No further information at present on the issue of HGVs in St Hilary and the proposed Redrow development.

Item 8:

Clerk's Report

8.1

Finances.

Bank balance was noted at **£4,230.67** (Current Account £3,333.89 and Business Reserve Account £896.78).

Payments made since 1st December 2022 are:

Clerk's Salary (December) - £165.76;

HMRC Tax (December) - £41.44;

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

Society of Local Council Clerks – renewal of Membership - £56.00 (see 8.2 below - actual cost £112.00 with 50% shared with St Donats Community Council) – **still outstanding**.

The Poppy Appeal (Wreath for Remembrance Sunday) - £20.00 - **still outstanding**.

One Voice Wales (Chairing skills course attended by Councillor Loch) - £17.50 – **still outstanding**.

Payments due to be made are:

Clerk's Salary (January) - £165.76;

HMRC Tax (January) - £41.44;

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

Monies received

Vale of Glamorgan Council – third precept for year 2022/2023 - £1,536.00;

HMRC (VAT Refund) - £182.58

8.2

To discuss Clerk's National Salary Award 2022-2023.

The Clerk's salary is set at SCP 17. The national pay award at that rate is £13.95 backdated to April 2022 and the Clerk is contracted to work 16 hours per month.

Therefore new rate = £223.20 gross

Tax - £44.64

Net monthly salary - £178.56

April 2022 to December 2022 – 9 months.

There backpay for 9 months is £144 (gross)

Tax owed for 9 months is £28.80

Backpay for 9 months £115.20 (net).

Proposed by Councillor Llewellyn, seconded by Councillor Loch and **resolved** to increase the Clerk's hourly rate to £13.95 and to backdate to April 2022.

8.3

Training.

One Voice Wales is currently offering two free places per Council on a number of training courses. The Clerk urged the Members to take advantage of this offer. The courses and dates of training are listed below:

Council as an Employer (Module 3) – 17th Jan, 23rd Jan, 2nd Feb, 7th Feb,
15th Feb, 23rd Feb, 1st Mar, 6th Mar,
14th Mar, 22nd Mar, 27th Mar.

Understanding Local Government - 19th Jan, 24th Jan, 26th Jan, 1st Feb,
Finance (Basic) – Module 6 9th Feb, 14th Feb, 20th Feb, 7th Mar,
16th Mar, 20th Mar, 29th Mar.

Understanding Local Government - 12th Jan, 18th Jan, 23rd Jan, 31st Jan,
Finance (Advanced) – Module 21 6th Feb, 14th Feb, 23rd Feb, 8th Mar,
23rd Mar, 28th Mar.

Understanding the Law – Module 4 – 18th Jan, 25th Jan, 31st Jan, 2nd Feb
8th Feb, 14th Feb, 22nd Feb, 1st Mar,
8th Mar, 16th Mar, 22nd Mar, 30th Mar.

Code of Conduct – Module 9 – 11th Jan, 18th Jan, 19th Jan, 24th Jan,
2nd Feb, 7th Feb, 21st Feb, 28th Feb,
2nd Mar, 7th Mar, 9th Mar, 15th Mar,
22nd Mar, 23rd Mar, 30th Mar.

Courses are on-line and most are from 6.30pm to 8.00pm.

8.4

Defibrillator.

Residents in St Hilary have spent several hundred pounds recently replacing pads and batteries. An e-mail has been received from 'save a life Cymru community co-ordinator for Cardiff and the Vale for public health Wales', advising that these parts will be provided free of charge now.

Free training is now available from St John Ambulance through the same scheme so some sessions are to be arranged and they would be open to all in Llanfair Community.

Item 9:

To discuss and set the precept for the year 2023/2024.

The Clerk had prepared forecast receipts, payments and a bank reconciliation up to the end of the financial year 31st March 2023 with a draft budget and precept figures for the financial year 2023/2024. Members discussed the figures at length. The Independent Remuneration Panel's Draft Report for 2023/2024 proposes introducing a mandatory payment of £156 for each Councillor and either a fixed payment of £52 for printing costs or reimbursement on production of receipts. This will undoubtedly substantially increase costs. It was evident that there would have to be an increase in the levy to get closer to a balanced budget for the next financial year.

Proposed by Councillor Simkiss, seconded by Councillor Teague and **resolved** that the levy of £12.06 be increased by £3 to £15.06 based on a Band D property for the financial year 2023/2024.

Item 10:

To update on incidents of HGV issues in St Hilary Village.

There had been no serious issues since the last meeting so the Community Council will continue to monitor.

Item 11:

Parking in the vicinity of St Hilary Village Hall.

Following complaints from residents and motorists, all hirers have been contacted to ask that users of the Village Hall park considerately and within the requirements of the Highway Code.

Item 12:

To commence work on the Town and Community Council's Toolkit.

The Clerk advised that she had worked through the first part of the Toolkit.

Many of the requirements the Council is doing but the following items need to be done:

- Publication Scheme – the Clerk will forward a document for approval at the next meeting.
- A register of declarations made at meetings to be prepared and uploaded onto the website.
- A report on biodiversity needs to be prepared. The Clerk advised she will include this in the Annual Report.

Item 13: Reports of Representatives.

13.1 Councillor Loch advised that a report from the Public Services Board will be going out for consultation.

13.2 Councillor Loch reported that she will attend a workshop on the Community Boundary Review on 1st February 2023 at the Vale of Glamorgan Council's Offices.

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

14.1 Cardiff and the Vale University Health Board – Chief Executive Officer Connects Newsletters.

14.2 Yes Cymru organisation was requesting a donation to support its work to promote independence for Wales.

Resolved not to support the request.

14.3 Via One Voice Wales (OVW) – Wales Air Ambulance News.

14.4 OVW Training Sessions for January, February and March 2023.

14.5 VGC – Representative from Town and Community Councils required to sit on the Standards Committee.

14.6 Welsh Government (via VGC) – Electoral Administration and Reform White Paper Consultation – Responses to be forwarded by 10th January 2023.

14.7 OVW – News bulletin.

14.8 VGC – Business Support Newsletter.

14.9 Planning Aid Wales – Newsletter.

14.10 Welsh Government – Appropriate Sum under Section 137(4)(a) of the Local Government Act 1972 – Section 137 Expenditure Limit for 2023 – 2024. This is the total amount that the Community Council can award during the financial year 2023/2024 under Section 137. For this Council it is £9.93 per elector. There are 516 electors in the Community Council's area, therefore the total for this Council is £5,123.88.

All items were forwarded to Councillors prior to the meeting and were noted.

Item 15: Planning Applications.

15.1 Planning Application No. **2022/01194/FUL**

Location: Fairview House, St Hilary

Proposal: Internal alterations, replacement and extension of existing utility room.

This application was considered at December's meeting.

15.2 Planning Application No. **2022/01266/FUL**

Location: Robin Hill, St Hilary

Proposal: Replacement dwelling.

No objection.

15.3 Planning Application No. **2022/01314/CAC**

Location: Robin Hill, St Hilary

Proposal: Demolition of existing dwelling and replacement.

No objection.

Item 16: Place, Date and Time of Next Meeting

Thursday, 2nd February 2023 at 7pm at St Hilary Village Hall.

..... Chairman.

Date : 2nd February 2023