

**LLANFAIR COMMUNITY COUNCIL**  
**Minutes of Council Meeting held at**  
**St Hilary Village Hall,**  
**On Thursday, 2<sup>nd</sup> March 2023 at 7.00pm.**

**Present:** Chairperson: Councillor Julian Hitchcock  
Councillors : Steph Bonnar, Mary Llewellyn, Liz Loch, Heather Shaw,  
Ray Simkiss, Geoff Simpson and Jim Teague.

**In Attendance:** Jackie Griffin, Clerk.  
Vale of Glamorgan Councillor Nicholas Wood.

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

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

**Item 3: Community Police Matters.**  
01/02/2023 (St Marys Church) Occurrence 33887  
Report of a two vehicle Road traffic collision  
Outcome: Police attended details exchanged and cars moved from scene  
It was reported that the 'St Mary Church' sign was knocked over as well.

Members discussed the theft of lead, the previous evening, from Cowbridge Town Hall and Holy Cross Church. All were advised to encourage vigilance on security of property and, if possible, make residents aware.

**Item 4: To consider and approve the minutes of the Meeting held 2<sup>nd</sup> February 2023.**  
Councillor Simpson referred to Item 12.2 and requested that the minutes be amended to read '*the power point presentation was circulated*'.  
**Resolved** that the amended 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.**  
No matters arising.

**Item 6: Chairperson's Report.**  
Councillor Hitchcock reported on the Dementia Friendly Committee Toolkit which is supported by the Rotary Club. Anyone can get involved in this work. The Rotary Club can provide rugs which promote the 'Dementia Friendly' initiative which they sell for £60 or will accept a donation towards one of their rugs.

**Item 7: Vale of Glamorgan Councillor's Report.**  
7.1 Councillor Wood advised that the Vale of Glamorgan Council is currently concentrating on their budget for the next financial year. It is proposed to rise council tax by 4.9%.

Chairperson's Initials.....

- 7.2 Councillor Wood was asked about the proposed ‘green waste charge’ expected to start being charged later in 2023. Residents will have to ‘opt in’ to the scheme and can request a large bag collection once during the summer as well as the usual fortnightly green waste collection. The Council is also proposing to collect ‘black bag refuse’ every three weeks with a limit of three bags per collection.
- 7.3 Councillor Wood mentioned that a new group is going to carry out some work concentrating on ‘develop of place’ in Cowbridge with the purpose of solving issues to make the town a better place. Local villages and groups of people will be surveyed for their opinions and ideas to improve the town.
- 7.4 Members commented on a recent report attached to a meeting agenda of the Vale of Glamorgan Council. The report was seeking approval for a policy to be adopted for Council Tax on unoccupied dwelling for 2023/24. The policy recommends a 100% Council Tax premium be levied in 2023/24 in respect of long-term empty properties, a 150% premium in 2024/25 and a 200% premium in 2025/26. Members advised Councillor Wood that they would be writing as a Council requesting that once the legislation on unoccupied properties is passed, that action is taken in relation to the property in Church Terrace, St Mary Church. The property has been empty for over twelve years despite a number of efforts by the Community Council to secure an Enforcement Notice on it; a serious concern given the housing crisis.  
**Resolved** that the Clerk should write to the Vale of Glamorgan Council to advise of the Community Council’s full support and request that the premium is charged on a property in St Mary Church which has remained unoccupied for several years.

**Item 8: To discuss ‘Green Waste Collection’.**  
Dealt with under Item 7.

**Item 9: Clerk’s Report**

**9.1 Finances.**

Bank balance was noted at **£3,609.17** (Current Account £2,710.99 and Business Reserve Account £898.18).

**Payments made since 2<sup>nd</sup> February 2023 are:**

HMRC Tax (February) - £44.64 (*Clerk explained that the bank had altered the standing order to pay the salary annually rather than monthly. A letter for the bank was signed by two Councillors to correct the standing order;*

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

The Poppy Appeal (Wreath for Remembrance Sunday) - £20.00;

J Griffin (Reimbursement for Zoom Fees) - £57.56.

**Payments due to be made are:**

Clerk’s Salary (February) - £178.56;

Clerk’s Salary (March) - £178.56;

HMRC Tax (March) - £44.64;

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

Petty Cash (01.04.22 to 31.03.23) - £41.44.

**No receipts.**

9.2 **Report on Observations following Independent Member of the Standards Committee visit to the Community Council’s meeting on 1<sup>st</sup> December 2022.**  
The Clerk advised Members that feedback had been received on the attendance of the Representative of the Standards Committee at December’s Meeting. The feedback reported that: *“the meeting had been held in a very spacious room with easy access; everyone could be seen and heard and there was enough room for Members of the public should they wish to attend. Members had name cards in front of them so they could be identified. The meeting had been short and uncontroversial”.*

**Item 10: To compose a response regarding the Town and Community Boundary Review.**

10.1 **To discuss enquiry from Chairperson of St Athan Community Council.**

Members discussed this item at length.

Firstly, the Members discussed the invitation from St Athan Community Council to meet with them to discuss the review.

**Resolved** not to meet with St Athan Community Council to discuss the review, mainly due to the lack of an agenda for the meeting.

10.2 The following response to the Boundary Review Commission was agreed:  
*“Llanfair Community Council was pleased and thanked the Boundary Commission that they had been asked for their thoughts on the review, but agreed that without any idea of the thoughts or intentions of the Commission, or indeed, the Vale of Glamorgan Council, with regard to the review, it was difficult to formulate a detailed response. With the Council’s area being made up of four small communities, the Members felt that they are best placed to consider and understand the requirements of the smaller communities. Llanfair Primary School is in the heart of the Community Council’s area and an important part of it, and the Community Council has a good relationship with the school and would wish to protect it. The Members would ask that the rural and historic nature of this beautiful part of the Vale of Glamorgan is protected and enhanced now and for future generations which, the Members believe, they are best placed to serve”.*

**Item 11: To consider the renewal of membership of One Voice Wales for a further year.**

**Resolved** that the membership of One Voice Wales should be renewed for a further year at a cost of £99.

**Item 12: One Voice Wales - Training Needs Survey.**

**Resolved** that the Clerk should complete the survey on behalf of the Community Council.

**Item 13: One Voice Wales - Public Access Defibrillator Census.**

All three defibrillators in the Community Council’s area are not owned by the Community Council so the Clerk will respond to reflect this.

**Item 14: To consider draft Publication Scheme.**

**Resolved** to approve and adopt the draft Publication Scheme and load the document onto the website.

**Item 15: To update on incidents of HGV issues in St Hilary Village.**

No further incidents.

**Item 16: Reports of Representatives.**

16.1 Councillor Bonnar reported that the next Community Liaison meeting will be held on 23<sup>rd</sup> March 2023.

16.2 Councillor Wood advised that there is an on-line survey currently posted on Cowbridge Hub which is seeking residents' opinion on shopping facilities in the town. The link to be sent to the Clerk to be forwarded to Members.

**Item 17: Correspondence and Publications which do not necessarily require discussion. i.e for noting only – *previously sent out by e-mail.***

17.1 Vale of Glamorgan Council's Regeneration Team's Business Newsletter – 17<sup>th</sup> February and 3<sup>rd</sup> February 2023.

17.2 Via One Voice Wales (OVW) – Cyber Awareness Training for Councillors – Presentation.

17.3 Via OVW – Planning Aid Wales/One Voice Wales Online Event – 22 March 2023 - 'The Value of Planning and how it positively impacts our Welsh Communities'.

17.4 Via OVW – Request for Nominations for the King's New Year 2024 Honours.

17.5 Via OVW – Section 6 Reports (Biodiversity Report).

17.6 Cardiff and the Vale University Health Board – Chief Executive Officer Connects Newsletter – 31<sup>st</sup> January 2023.

17.7 OVW – Training courses for February and March 2023.

17.8 OVW - February 2023 News Bulletin.

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

**Item 18: Planning Applications.**

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

(i) Planning Application **No. 2022/01266/FUL** – Replacement dwelling at Robin Hill, St Hilary – **Grants permission with 8 conditions.**

(ii) Planning Application **No. 2022/01314/CAC** – Demolition of existing dwelling and replacement at Robin Hill, St Hilary – **Consents with 1 condition.**

**18.2 Rectory Stables**

The Clerk reported that she had contacted the Planning Department seeking an update on Rectory Stables. Two enforcement cases had been opened so one was closed off as they referred to the same property and its issues. The Planning Officer had tried to gain access before Christmas but could not get onto the site due to the high gates. The Officer then used the powers of right of access and managed to get onto the site via a gap in the hedge but was met by hostility. The Officer then carried out a further visit a number of weeks later where he noted that part of the building has been converted into living accommodation.

The Officer is now going through the planning history for the site to determine exactly what does and what does not have planning permission. Once concluded, he will contact the occupant advising what matters constitute a breach of planning control. The Clerk to ask the Officer to keep the Community Council updated on the item.

**Item 19: Place, Date and Time of Next Meeting**  
**Thursday, 6<sup>th</sup> April 2023 at 7pm at St Hilary Village Hall.**

..... Chairman.  
Date : 6<sup>th</sup> April 2023