

LLANFAIR COMMUNITY COUNCIL

Clerk to the Council : Jackie Griffin
Telephone: 07969 204773 : E Mail: clerk@llanfaircommunitycouncil.gov.uk

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960, SECTION 1(4) AND LOCAL GOVERNMENT ACT 1972, SCHEDULE 12, PARAGRAPH 26(2)(a)

Pursuant to the requirements of the above statutory provisions, **NOTICE IS HEREBY GIVEN** that a meeting of **LLANFAIR COMMUNITY COUNCIL** will be held at St Hilary Village Hall on Thursday 1st June 2023 at 7.00pm. The agenda for the meeting is set out below.

This meeting will be held on a hybrid basis in accordance with the provisions of the Local Government and Elections (Wales) Act 2021. Members of the public are entitled to attend that meeting and address the Members if desired for a set period of time, unless properly excluded there from by resolution. **Any member of the public wishing to attend should contact the Clerk for the meeting I.D. and passcode to gain access to the meeting.**



Jackie Griffin
Clerk to the Community Council.

26th May 2023

A G E N D A

1. To note apologies for absence.
2. To note any declaration of members' interest in the business to be discussed.
3. Community Police Matters.
4. To consider and approve the minutes of the Annual Meeting and the Ordinary Meeting held 4th May 2023.
5. Matters arising from the minutes, which are not included in this agenda.
6. Chairman's Report.
7. Vale of Glamorgan Councillor's Report.
8. Clerk's Report to include the Finance Report.
9. To approve the Annual Return and the Accounts for the year ended 31st March 2023 – *forwarded by e-mail, previously.*
10. To discuss the draft Annual Report – *forwarded by e-mail, previously.*
11. To update on incidents of HGV issues in St Hilary Village.
12. Reports of Representatives.
13. Correspondence and Publications which do not necessarily require discussion i.e for noting only – *previously sent out by e-mail.*
- 13.1 Vale of Glamorgan Council's Business Support Newsletter 12 May 2023.
- 13.2 One Voice Wales (OVW) – The Good Councillors Guide to Employment 2023.
- 13.3 OVW – Training courses for May and June.
- 13.4 Welsh Government – Climate Change Bulletin.
- 13.5 Public Services Ombudsman – Quarterly Newsletter May 2023.
14. Planning Matters.
- 14.1 Planning Application No. **2023/00417/FUL**
Location: East Down Farm, St Hilary (Amended/further details).
Proposal: Change of use of existing ancillary building to holiday accommodation.
15. **Date, Time and Place of the next Meeting - Thursday, 6th July 2023, 7.00pm at St Hilary Village Hall.**

Llanfair Community Council 2022/2023**Bank Reconciliation at the close of business on 31 March 2023**

		£
Balance per bank statement of Account dated 31 March 2023	C/A	2,138.79
	Savings	900.19
Balance at Bank dated 31 March 2023		£3,038.98
Less Outstanding Cheques		
Cheque No. 000477	29.98	
Cheque No. 000478	200.00	
Total Outstanding Cheques		£229.98
Balance per Cash Book at 31 March 2023		£2,809.00

Llanfair Community Council 2021/2022**Summary of Receipts and Payments**

Balance as at 1 April 2022	5,059.35
Plus Receipts to 31 March 2023	4,794.51
Less Payments to 31 March 2023	7,044.86
Balance as at 31 March 2023	£2,809.00

Llanfair Community Council 2022/2023											
Receipts											
Date	Name	Service Item	Precept	Grants	Interest	Projects	Miscellaneous	Vat Refund	Amount		
29.04.22	VGC Precept		1,536.00						1,536.00		
29.04.22	Bank Interest				0.06				0.06		
31.05.22	Bank Interest				0.08				0.08		
30.06.22	Bank Interest				0.07				0.07		
29.07.22	Bank Interest				0.07				0.07		
31.08.22	VGC Precept		1,536.00						1,536.00		
31.08.22	Bank Interest				0.08				0.08		
30.09.22	Bank Interest				0.16				0.16		
31.10.22	Bank Interest				0.29				0.29		
30.11.22	Bank Interest				0.52				0.52		
02.12.22	HMRC	VAT Refund						182.58	182.58		
30.12.22	VGC Precept		1,536.00						1,536.00		
30.12.22	Bank Interest				0.59				0.59		
31.01.23	Bank Interest				0.63				0.63		
26.02.23	Bank Interest				0.62				0.62		
31.03.23	Bank Interest				0.76				0.76		
Totals			4,608.00	0.00	3.93	0.00	0.00	182.58	4,794.51		
									4,794.51		

Llanfair Community Council 2022/2023 Audit												
Date	Cheque	Payee	Service	Subscrip	Admin.	Salaries	S137	Training	Insurance	Tax	VAT	TOTAL
09.04.22	444	J Griffin Clerk	Reimburse Dalton Printers		51.00						10.20	61.20
09.04.22	445	Wales Air Ambulance	Grant Aid				50.00					50.00
09.04.22	446	St Hilary Village Hall	QEII Platinum Jubilee						500.00			500.00
09.04.22	447	St Mary Ch Residents Ass	QEII Platinum Jubilee						500.00			500.00
09.04.22	448	Llandough Community Gp	QEII Platinum Jubilee						500.00			500.00
09.04.22	449	Petty Cash 2021/22	Postage Paper etc		90.83							90.83
09.04.22	450	J Griffin Clerk	Reimburse re Zoom fees		35.97						7.20	43.17
09.04.22	451	J Griffin Clerk	Reimburse Spam Protection		60.00							60.00
09.04.22	452	J Griffin Clerk	Salary Backpay 04/21-05/22			161.28				40.32		161.28
09.04.22	453	HMRC	Tax re Backpay									40.32
19.04.22	S/O	J Griffin Clerk	Salary			154.26				38.57		154.26
19.04.22	S/O	HMRC	Income Tax									38.57
15.05.22	454	Zurich Municipal	Council Insurance Premium						305.71			305.71
16.05.22	S/O	J Griffin Clerk	Salary			154.26						154.26
16.05.22	S/O	HMRC	Income Tax							38.57		38.57
15.06.22	S/O	J Griffin Clerk	Salary			154.26				41.44		154.26
15.06.22	S/O	HMRC	Income Tax									41.44
24.06.22	S/O	J Griffin Clerk	Salary (one month backpay)			11.50						11.50
07.07.22	455	H Embling	Internal Auditor		100.00							100.00
07.07.22	456	One Voice Wales	Clr Lech Training Course					17.50				17.50
07.07.22	457	St Hilary Village Hall	Hire for Meeting		30.00							30.00
07.07.22	458	J Griffin Clerk	Reimburse re Zoom fees		35.97						7.20	43.17
15.07.22	S/O	J Griffin Clerk	Salary			165.76						165.76
15.07.22	S/O	HMRC	Income Tax							41.44		41.44
15.08.22	S/O	J Griffin Clerk	Salary			165.76						165.76
15.08.22	S/O	HMRC	Income Tax							41.44		41.44
01.09.22	459	St Hilary Village Hall	Hire for Meeting		30.00							30.00
15.09.22	S/O	J Griffin Clerk	Salary			165.76						165.76
15.09.22	S/O	HMRC	Income Tax							41.44		41.44
08.10.22	460	J Griffin Clerk	Reimburse re Zoom fees		35.97						7.20	43.17
08.10.22	461	Vale Glam Council	Election 2022 Fees		1,070.37							1,070.37
08.10.22	462	St Hilary Village Hall	Hire for Meeting		30.00							30.00
08.10.22	463		Joint OVW/SLCC Conference		27.00							27.00
17.10.22	S/O	J Griffin Clerk	Salary			165.76						165.76
17.10.22	S/O	HMRC	Income Tax							41.44		41.44
03.11.22	464	St Hilary Village Hall	Hire for Meeting		30.00							30.00
03.11.22	465	SLCC	Membership fee		56.00							56.00
15.11.22	S/O	J Griffin Clerk	Salary			165.76						165.76
15.11.22	S/O	HMRC	Income Tax							41.44		41.44
01.12.22	466	The Poppy Appeal	Remembrance Wreath				20.00					20.00
01.12.22	467	One Voice Wales	Clrs Training Courses					17.50				17.50
01.12.22	468	St Hilary Village Hall	Hire for Meeting		30.00							30.00
15.12.22	S/O	J Griffin Clerk	Salary			165.76						165.76

Date	Cheque	Payee	Service	Subscrip	Admin.	Salaries	S137	Training	Insurance	Tax	VAT	TOTAL
15.12.22	S/O	HMRC	Income Tax							41.44		41.44
05.01.23	469	St Hilary Village Hall	Hire for Meetings		30.00							30.00
05.01.23	470	J Griffin Clerk	Salary Backpay 04/22 - 12/22			144.00						144.00
16.01.23	S/O	J Griffin Clerk	Salary			178.56						178.56
16.01.23	S/O	HMRC	Income Tax							44.64		44.64
02.02.23	471	J Griffin Clerk	Reimburse re Zoom fees		47.96						9.60	57.56
02.02.23	472	St Hilary Village Hall	Hire for Meeting		30.00							30.00
15.02.23	S/O	HMRC	Income Tax							44.64		44.64
02.03.23	473	Clerk's Salary Feb 2023	S/O not paid by bank			178.56						178.56
02.03.23	474	Petty Cash 2022/23	Postage Paper etc		41.44							41.44
02.03.23	475	St Hilary Village Hall	Hire for Meeting		30.00							30.00
02.03.23	476	One Voice Wales	Annual Membership	99.00								99.00
15.03.23	S/O	J Griffin Clerk	Salary			178.56						178.56
15.03.23	S/O	HMRC	Income Tax							44.64		44.64
31.03.23	477	J Griffin Clerk	Reimburse re Zoom fees		24.98						5.00	29.98
31.03.23	478	Audit Wtes	External Audit Fee 2020/21	200.00								200.00
31.03.23			Totals:	155.00	2,081.49	2,309.80	70.00	35.00	1805.71	541.46	46.40	7,044.86
												7,044.86

