

**LLANFAIR COMMUNITY COUNCIL**  
**Minutes of Council Meeting held at**  
**St Hilary Village Hall,**  
**On Thursday, 7<sup>th</sup> September 2023 at 7.00pm.**

**Present:** Chairperson: Councillor Liz Loch,  
Councillors : Steph Bonnar, Julian Hitchcock, Heather Shaw and Ray Simkiss.

**In Attendance:** Jackie Griffin, Clerk.

**Item 1: Apologies for Absence.**

Councillors Mary Llewellyn, Geoff Simpson and Jim Teague.  
PCSO Stephen Davies.

**Item 2: Declarations of Interest.**

None declared.

**Item 3: Community Police Matters.**

PCSO Davies had forwarded details of incidents:  
07/07/2023 (St Mary Church)  
Report of Stolen flowerpots & plants  
Outcome: On going investigation  
  
08/08/2023 (St Mary Church)  
Report: 2 vehicle road traffic collision  
Outcome: Both parties spoken to insurance details exchanged.

**Item 4: To consider and approve the minutes of the Meeting held 13<sup>th</sup> July 2023.**

**Proposed** by Councillor Bonnar, seconded by Councillor Hitchcock  
and **resolved** that the Minutes the Meeting held on 13<sup>th</sup> July 2023 be  
approved. Councillor Loch signed the Minutes.

Councillor Loch reported that the lack of attendance by a Police  
Representative at Council meetings had again been discussed at Community  
Liaison and the Public Service Board meetings.

The Clerk advised that she had spoken to PCSO Davies who had been unable  
to attend this meeting but has confirmed that he will attend in October.

**Item 5: Matters arising from the Minutes, which are not included in this Agenda.**

No matters arising.

**Item 6: Chairperson's Report.**

Councillor Loch thanked Councillor Bonnar for attending the 'Licensing of  
Reverend Duncan Ballard at Holy Cross Church, Cowbridge on 3<sup>rd</sup> September  
on her behalf. Councillor Bonnar advised that the service was very well  
attended. Councillor Loch reported that Reverend Duncan Ballard had  
followed the service with a visit to St Hilary's Village Lunch and also attended  
the Village Coffee Morning on Wednesday to meet residents.

**Item 7: Vale of Glamorgan Councillor's Report.**

No Vale Councillor present.

**Item 8: Clerk's Report**

**8.1 Finances.**

Bank balance was noted at **£4,962.78** (Current Account £4,060.16 and Business Reserve Account £902.62).

**Payments made since 13<sup>th</sup> July 2023 are:**

Clerk's Salary (July and August) - £178.56;

HMRC Tax (July and August) - £44.64;

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

**Payments due to be made are:**

Clerk's Salary (September) - £178.56;

HMRC Tax (September) - £44.64;

J Griffin (Reimbursement for payment of fees for 'Zoom' – April to August – £15.59 x 5) - £77.95;

St Hilary Village Hall (Hire of the hall for this meeting) - £30.00.

Second Precept Payment received via Vale of Glamorgan Council - £1,928.00.

**8.2 Clerk away.**

The Clerk advised that she would be away from 18<sup>th</sup> to 25<sup>th</sup> September but will have access to e-mails, which would be will picked up when available.

**8.3 Report of Completion of Audit by Audit Wales for the year ended 31<sup>st</sup> March 2022.**

The Clerk reported that the audit procedure for the year ended 31<sup>st</sup> March 2022 is now complete. The Audit opinion was 'Qualified' due to 'The Council approved the annual return after the commencement date for the exercise of electors' rights. The Council should approve the annual return prior to the commencement of the inspection period'.

The required notice indicating the completion of the audit had prepared for posting on the Council's noticeboards.

**Item 9: To consider the Update on the Town and Community Council Boundary Review.**

The draft proposals for changes to the Town and Community Councils in the Vale of Glamorgan had been published by the Boundary Commission on 5<sup>th</sup> September 2023. The proposal for Llanfair Community Council is for both the wards of Llanfair and St Hilary to be transferred into the community area of Cowbridge with Llanblethian. The Llanfair Ward would be represented by 2 councillors and the St Hilary ward would be represented by 1 councillor. This change would result in a new Council named Cowbridge with Llanblethian and Llanfair Town Council. The town council would have a total electorate of 4,278 and be represented by 16 town councillors.

Members briefly discussed the proposal and raised the following points:

- The difference between Cowbridge town and the rural perspective of the Llanfair Community Council area.
- Concern at 'small fish in a bit pond'.

- A suggestion put forward of being joined with the new proposed community council of 'Llanmaes and Llandow'.

It was resolved that as the draft proposal is of such importance to this Community Council that an Extraordinary meeting should be held prior to the next Council meeting on 5<sup>th</sup> October to discuss the draft proposal and to put together a response to the proposals for forwarding to the Boundary Commission and the Vale of Glamorgan Council. Clerk to contact Councillors to decide on the most preferred date for the meeting.

**Item 10: To update the St Mary Church Rocky Overhang.**

Councillor Bonnar reported that a resident had been hit by a branch falling from a tree at the Rocky in June. Some of the trees along the Rocky are in poor condition and require immediate attention. As the path along the Rocky is a 'safe route to school' this is of particular concern. Councillor Bonnar had reported the incident to the Vale of Glamorgan Council and stressed the need for urgent action. The matter had been passed to the Parks Department and a team of workers was on site on Wednesday, however the wrong trees had been cut. Councillor Bonnar had reported the matter again and will monitor any action taken.

**Item 11: To update on incidents of HGV issues in St Hilary Village.**

There were no recent incidents to report with regard to heavy goods vehicles.

**Item 12: To discuss the road surface between Thaw Close and Howe Mill.**

Councillors discussed the state of the highway surface between Thaw Close and Howe Mill. The road has been 'patched' in places over time but continues to depreciate and requires a complete re-surface. Clerk to report to the Highways Department.

**Item 13: To consider request by Carol Price, Housing Strategy Co-ordinator at Vale of Glamorgan Council to attend the October meeting of the Community Council.**

It was agreed to invite Carol Price and her colleague, Mark Lawrence to the October meeting to discuss the Welsh Government's pledge to end homelessness and the required action for all Local Authorities to implement a 'Rapid Rehousing Transition Plan (RRTP).

**Item 14: Reports of Representatives.**

Councillor Loch reported on the latest meeting of the Local Public Services Board and highlighted the following items:

- CCTV in the Vale. There is now a dedicated Control Room in Cardiff which covers the Vale and footage from the CCTV can be viewed by members of the Council in Barry. It is proposed to have 'moveable' CCTV equipment which can be sited in different places to film incidents such as flytipping etc.
- The initiative 'Safe Places in the Vale' was discussed detailing where people who are unsafe could go for protection.
- The next meeting will cover public health and food.

**Item 15: Correspondence and Publications which do not necessarily require discussion. i.e for noting only – *previously sent out by e-mail.***

- 15.1 Vale of Glamorgan Council (VGC) – Business Support Newsletters – 7<sup>th</sup> July; 4<sup>th</sup> and 18<sup>th</sup> August 2023.
- 15.2 One Voice Wales (OVW) – Training Courses for August 2023.
- 15.3 Public Services of Wales – Annual Report 2022/2023.
- 15.4 Ystadau Cymru newsletter – Summer 2023 edition.
- 15.5 VGC – ‘Let’s talk about living in the Vale’ survey.
- 15.6 Via OVW - SE Wales Regional Engagement Team Weekly News Bulletin.

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

**Item 16: Planning Applications.**

- 16.1 To note Planning Application No. **2023/00724/FUL**  
Location: The Haywain, St Mary Church  
Proposal: Variation of Condition 1 and removal of Condition 2  
382(Z)1453(3) Cord 175/70 – Dwelling in connection with pig unit adjoining Church Farm, St Mary Church.

**Noted – no objections.**

**Item 17: Place, Date and Time of Next Meeting  
Thursday, 5<sup>th</sup> October 2023, 7.00pm at St Hilary Village Hall.**

..... Chairman.  
**Date : 5<sup>th</sup> October 2023.**