

**LLANFAIR COMMUNITY COUNCIL**  
**Minutes of Council Meeting held at**  
**St Hilary Village Hall,**  
**On Thursday, 4<sup>th</sup> January 2024 at 7.00pm.**

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

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

*A minute's silence was held in memory of Councillor Heather Shaw.*

**Item 1: Apologies for Absence.**  
Councillor Julian Hitchcock.  
Vale Councillor Robert Fisher.

**Item 2: Declarations of Interest.**  
Councillor Bonnar – Item 15.1 - Planning Application No.

**Item 3: Community Police Matters.**  
18/12/2023 (St Hilary)  
Report of damage to farmers gates  
Outcome No CCTV, no vehicles identified no further action.  
  
16/12/2023 (St Hilary)  
Report of a commercial Burglary  
Outcome: Vehicles involved not identified and no suspects identified.  
  
10/12/2023 (St Hilary)  
Report of a Burglary  
Outcome: Further update from the reporting person, a family member had attended the property and removed items no further action.  
  
Members were pleased that the items that were 'flytipped' have been cleared.

**Item 4: To consider and approve the minutes of the Meeting held 7<sup>th</sup> December 2023.**  
**Proposed** by Councillor Bonnar, seconded by Councillor Teague  
and **resolved** that the Minutes of the Meeting held on 7<sup>th</sup> December 2023 be approved. Councillor Loch signed the Minutes.

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

**Item 6: Chairperson's Report.**  
Councillor Loch reported that 'Learn Welsh in the Vale' is offering free welsh lessons for Councillors and Clerks.

**Item 7: Vale of Glamorgan Councillor’s Report.**  
Councillor Fisher had given notification of a planning application, to the Clerk, which had been received that day and required the Council’s consideration.

**Item 8: Clerk’s Report**  
**8.1 Finances.**

Bank balance was noted at **£5,772.17** (Current Account £4,866.41 and Business Reserve Account £905.76).

**Payments made since 7<sup>th</sup> December 2023 are:**

Clerk’s Salary (December) - £178.56;  
HMRC Tax (December) - £44.64;  
St Hilary Village Hall (Hire for December meeting) - £30.00.

**Payments due to be made are:**

Clerk’s Salary (January) - £191.40;  
HMRC Tax (January) - £47.80;  
J Griffin (Backpay for 9 months April to December 2023) - £115.20 and tax of £28.80 = £144.00 (gross payment) (*see item 9*);  
St Hilary Village Hall (Hire of the hall for this meeting) - £30.00;  
Audit Wales (External Audit for year 2022/2023) - £200.00;  
HCI Data Ltd (Renewal e-mail ‘llanfaircommunitycouncil.gov.uk for two years until 16<sup>th</sup> January 2026) - £95.00 net, VAT £19.00 – total £114.00;  
Society of Local Council Clerks (annual membership shared 50% with St Donats CC) - £56.00;  
J Griffin (Reimbursement of Zoom Meeting Fees) - £51.96 net, VAT £10.40 – total £62.36.

**Proposed** by Councillor Llewellyn, seconded by Councillor Loch and **resolved** that all payments due be made.

**Monies received:**

Third precept payment via Vale of Glamorgan Council - £1,927.00.

**Printing Costs.**

Members discussed the reimbursement of printing costs and with a number of councillors having a contract for replacement cartridges, they do not have invoices to present.

**Proposed** by Councillor Llewellyn, seconded by Councillor Loch and **resolved** that each Member is paid £52 to cover the printing costs for 12 months.

**Item 9: To consider Clerk’s National Salary Award 2023/2024.**

The Clerk is currently paid £13.95 per hour which is at spinal point 17. The Local Government Association has now notified NALC (National Association of Local Council) that agreement has been reached on new pay scales for 2023-2024. The new pay rate for SCP 17 is £14.95 and Employers are encouraged to implement the pay award as swiftly as possible and backdate payments to 1<sup>st</sup> April 2023.

The Clerk is contracted to work 16 hours per month therefore the gross monthly rate would be £239.20.

**Proposed** by Councillor Simkiss, seconded by Councillor Llewellyn and **resolved** that the new pay rate is implemented and back dated to 1<sup>st</sup> April 2023.

- Item 10: To discuss and set the Precept for the Year 2024/2025.**  
 The Clerk had provided detailed documents which gave forecast projections for the end of the financial year on 31<sup>st</sup> March 2024 and a proposed budget for 2024/2025. The budget to be amended to include Councillors Allowances and Printing costs and presented to the Council at the next meeting.  
**Proposed** by Councillor Loch, seconded by Councillor Bonnar and **resolved** that the precept remains at its current level for the next financial year 2024/2025.
- Item 11: To update on incidents of HGV issues in St Hilary Village.**  
 No incidents to report.
- Item 12: To discuss use of Social Media by the Community Council.**  
 Adjourned for the next meeting.
- Item 13: Reports of Representatives.**  
 The next One Voice Wales Committee meeting to be held on 23<sup>rd</sup> January.
- Item 14: Correspondence and Publications which do not necessarily require discussion. i.e for noting only – *previously sent out by e-mail.***
- 14.1 Vale of Glamorgan Council (VGC) – Business Support Newsletters – 8<sup>th</sup>, 21<sup>st</sup> and 22<sup>nd</sup> December 2023.
- 14.2 VGC – Annual Delivery Plan 2024/25.
- 14.3 One Voice Wales (OVW) – Countryside Code Update – December 2023.
- 14.4 OVW – Cost of Living – Community and Town Councils Activity in Wales.
- 14.5 Planning Aid Wales Newsletter – December 2023.
- 14.6 OVW – Examples of Biodiversity Actions needed.
- 14.7 OVW – Training courses for January, February and March 2024.
- 14.8 Llais Newsletter – December 2023.
- 14.9 ‘Learn Welsh the Vale’ – offering free tuition to Councillors and Clerks.
- 14.10 Via OVW – ‘Go Safe’ invitation to a session to learn more about Community Speed Watch. The session to be held online via Zoom on Wednesday 8<sup>th</sup> February 2024 at 7pm. Interest to be registered by 31<sup>st</sup> January 2024.
- All items were forwarded to Councillors prior to the meeting and were noted.***

**Item 15: Planning Applications.**

*Councillor Bonnar declared an interest in the planning application and took no part in the Council's debate, however Councillor Bonnar used her right, **as a resident**, to speak to the Members with regard to the planning application.*

15.1 Planning Application No. **2023/01185/FUL**

Location: 2 Talbot Terrace, St Mary Church

Proposal: Proposed two storey extension to provide kitchen/dining with first floor bedroom.

Members discussed the possible effects of the application on neighbouring properties including:

- the proposed extension will potentially be within 7 metres of the existing property cesspit and the capacity of the aged cesspit itself is a concern.
- Nuisance and disruption that maybe caused to the neighbours and local residents, by the delivery of building materials as the property is 'landlocked' on both sides plus the lack of parking for contractors in the vicinity.

15.2 **Decisions made by Local Planning Authority.**

Planning Application No. **2019/01392/1/NMA**

Location: Woodlands Cottage, Llandough.

Proposal: Non Material Amendment – Amendment to wording of Condition 7 of Planning Permission ref: 2019/01392/FUL – Change of use of outbuilding from a home office and gymnasium to a tourism use cottage and first floor extension to increase the floor space at Woodlands Cottage, Llandough – **Approved.**

**Item 16: Place, Date and Time of Next Meeting**

**Thursday, 1<sup>st</sup> February 2023, 7.00pm at St Hilary Village Hall.**

..... **Chairman.**

**Date : 1<sup>st</sup> February 2023.**