

LLANFAIR COMMUNITY COUNCIL
Minutes of Council Meeting held at
St Hilary Village Hall,
On Thursday, 4th April 2024 at 7.00pm.

Present: Chairperson: Councillor Liz Loch.
Councillors : Steph Bonnar, Julian Hitchcock, Mary Llewellyn, Ray Simkiss and Jim Teague.
Two Members of the Public.

In Attendance: Jackie Griffin, Clerk.

Item 1: Apologies for Absence.
None.

Item 2: Declarations of Interest.
Councillor Bonnar – Item 3i – Personal Interest – Mr Tim McIlveen is a close friend of Councillor Bonnar.
Councillor Teague – Item 3i – Personal Interest – Mr Tim McIlveen is a close friend of Councillor Teague.

Item 3: To consider the applications for co-option to the Community Council.
Two applications received for the current vacancies on Llanfair Community Council.
3i **Proposed** by Councillor Llewellyn, seconded by Councillor Simkiss and **resolved** that Mr Tim McIlveen is co-opted onto Llanfair Community Council to represent the Llanfair Ward.
3ii **Proposed** by Councillor Bonnar, seconded by Councillor Hitchcock and **resolved** that Mr Shaun Trigg is co-opted onto Llanfair Community Council to represent the St Hilary Ward.
Councillors McIlveen and Trigg were welcomed onto the Community Council and signed the required 'Declaration of Acceptance of Office', witnessed by the Clerk.

Item 4: Community Police Matters.
PCSO Davies forwarded the following incidents to the Clerk:
07/03/2024 (St Hilary)
Report to Police that hedge plants have been uprooted and stolen.
Outcome: No suspect identified occurrence finalised.
25/03/2024 (St Mary Church)
Report to police of dangerous driving.
Outcome: Insufficient information provided by the reporting person to identify the offending vehicle, occurrence finalised.
The Members agreed that they would be pleased to welcome PCSO Davies to attend a meeting again and asked if they could be supplied with up-to-date posters for the notice boards, giving contact details for PCSO Davies.

- Item 5:** To consider and approve the minutes of the Meeting held 7th March 2024. **Proposed** by Councillor Bonnar, seconded by Councillor Hitchcock and **resolved** that the Minutes of the Meeting held on 7th March 2024 be approved. Councillor Loch signed the Minutes.
- Item 6:** **Matters arising from the Minutes, which are not included in this Agenda.**
- 6.1 Item 14.5 – It was reported that the Village Hall Committee did not want to accept the portrait of His Majesty, the King. It was therefore agreed that the portrait should be offered to Llanfair Primary School.
- 6.2 Item 10 – The road sign knocked off its post in St Hilary. The Clerk advised that it has been reported to the Vale of Glamorgan Council.
- 6.3 Item 13 – The next Local Committee Meeting of One Voice Wales on 22nd April. Councillor Loch advised that she was unable to attend the meeting. Councillor Hitchcock agreed to attend instead.
- Item 7:** **Chairperson's Report.**
No report.
- Item 8:** **Vale of Glamorgan Councillor's Report.**
No report.
- Item 9:** **Clerk's Report**
- 9.1 **Finances.**
Bank balance was noted at **£4,121.74** (Current Account £3,209.45 and Business Reserve Account £912.29).
- Payments made since 7th March 2024 are:**
Clerk's Salary (March) - £191.40;
HMRC Tax (March) - £47.80;
J Griffin, Clerk (Reimbursement for cost of Planning course attended by Councillor Bonnar) - £40.00;
Councillor M Llewellyn (Reimbursement of Printer Costs 2023/2024) - £52.00;
J Griffin (Reimbursement of Petty Cash for 2023/2024) £35.00.
- Payments due to be made are:**
Clerk's Salary (April) - £191.40;
HMRC Tax (April) - £47.80;
St Hilary Village Hall (hire for this meeting and March meeting) - £60.
J Griffin (Reimbursement for Zoom Fees for January, February and March) - £46.77.
- Proposed** by Councillor Bonnar, seconded by Councillor Teague and **resolved** that all payments due be made.
- Receipts – None.**
- Accounts for year ended 31st March 2024.**
The Clerk advised that the Accounts for the year ended 31st March 2024 are complete in readiness for delivery to the Internal Auditor.
- Annual Report.**
The Clerk advised that she now has to complete the Annual Report.

- Item 10: To discuss the condition of the road on approach to Howe Mill from St Mary Church.**
Members discussed the 'chronic' condition of the stretch of road between Howe Mill to The Herberts. Some 'patching' has been done but has made the condition even worse. Clerk to report to the Highways Department.
- Item 11: Feedback from Planning Course attended by Councillor Bonnar.**
Councillor Bonnar gave an informative presentation on the recent Planning Aid Wales course that she had attended. *See Appendix 1 for the slides used in the presentation.*
- Item 12: To discuss renewal of Membership of One Voice Wales for the next year.**
Members discussed the services provided by One Voice Wales.
Proposed by Councillor Loch, seconded by Councillor Llewellyn and **resolved** that the Community Council continues its membership of One Voice Wales at a cost of £104.
- Item 13: To update on incidents of HGV issues in St Hilary Village.**
No information.
- Item 14: Reports of Representatives.**
Community Liaison Meeting – 18th April 2024.
One Voice Wales Local Committee Meeting – 22nd April 2024.
Public Services Board Meeting – 24th April 2024.
- 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 – 8th and 22nd March 2024.
- 15.2 One Voice Wales (OVW) – Annual Financial Timetable of Actions.
- 15.3 Welsh Government (WG) – Local Government Finance (Wales) Bill Consultation.
- 15.4 OVW – Training Courses for March, April and June 2024.
- 15.5 Vale Public Services Board/Town and Community Council Exchange Meeting 24th April 2024.
- 15.6 VGC – Vale Food Trail.
- 15.7 OVW – Local Committee Meeting – Agenda for 22nd April 2024 and Minutes of last meeting.
- 15.8 Vale Public Services Board/Town and Community Council Exchange Meeting 24th April 2024.
- 15.9 WG – Consultation on Electoral Candidate Lists Bill.
- All items were forwarded to Councillors prior to the meeting and were noted.***

Item 16: Planning Applications.

16.1 Decisions made by Local Planning Authority.

Planning Application No. **2023/01020/FUL** – Change of use of converted barn to provide mixed use for horticultural activities (processing, bottling, etc) and tourist accommodation at Glebe Farm, St Hilary – **Grants permission with 6 conditions.**

16.2 Members discussed planning application No. **2023/00986/FUL** which was considered at the meeting held on 2nd November 2023. An amendment to the proposed location has been submitted to the Planning Department. The Members are aware that the proprietors of the neighbouring property are unhappy at the proposed location and the Clerk to submit the following comment:

‘The Community Council is aware that the residents at the neighbouring property are extremely concerned at the proposed new location for the ground mounted solar array’.

Item 17: Place, Date and Time of Next Meeting

Thursday, 9th May 2024, 7.00pm at St Hilary Village Hall.

..... Chairman.

Date : 9th May 2024.



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Deb Jeffreys	~	Community Engagement Officer
Karen Probert	~	Planning Engagement Officer
James Davies	~	Chief Executive

4th March 2024

About us

- Independent Charity
- Community engagement in planning
- Welsh Government funded
- Impartial planning guidance and advice
- Helpline, Publications, training

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General planning information

- Welsh Government
- Planning Portal
- Planning Aid Wales
- Others – e.g.: RTPi...

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Welsh Government

<https://gov.wales/building-planning>

- Future Wales –National Plan 2040
- Planning Policy Wales Ed 12 – Feb 2024
- Technical Advice Notes (24)
- Circulars
- Ministerial Statements
- Consultations



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Welsh Government

<https://www.gov.wales/consultations>

- click box Building and Planning
- Sign up for newsletters / consultations

- [Proposed Technical Advice Note \(TAN\) 24: The Historic Environment | GOV.WALES](#)

- <https://gov.wales/dear-chief-planning-officer-cpo-letters>



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Planning Portal

https://www.planningportal.co.uk/wales_en/

- Choose the Welsh version !
- Planning process, policy & legislation
- Good for planning applications

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Planning Aid Wales

<https://planningaidwales.org.uk/>

- Planning advice
- Community engagement
- Events

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Community or Town Council

And of course, all CTC's now have their own websites!

- Place Plan information
- Dates of Planning meetings
- Past planning papers /minutes of meetings
- Useful information about the local area

[View or Comment on a Planning Application \(valeofglamorgan.gov.uk\)](http://valeofglamorgan.gov.uk)

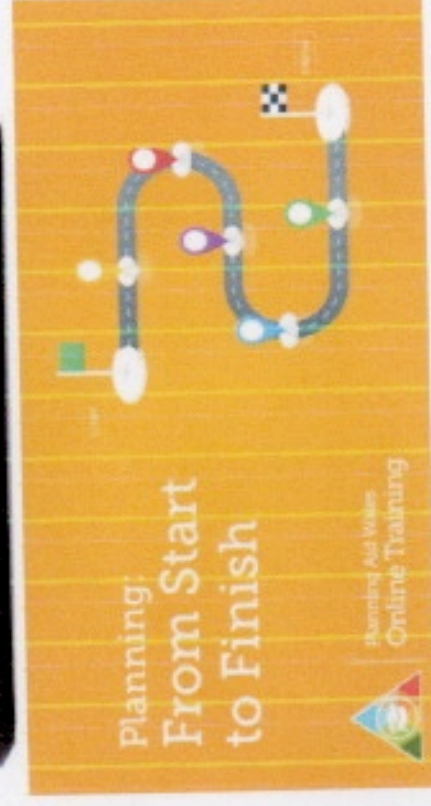
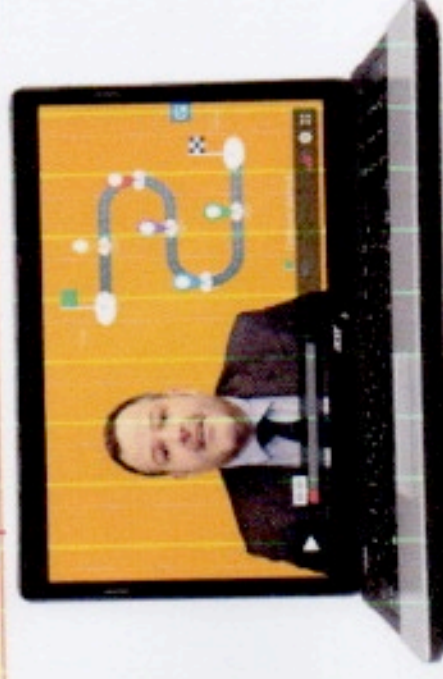
PAW – online portal



Planning Aid Wales
Online Training

<http://training.planningaidwales.org.uk>

- Pre-recorded 2-hour course 'Planning: From Start to Finish' – Policy, Place Plans, Applications & more.
- Videos & interactive quizzes
- All members of your council can access
- Complete at your convenience
- Access & re-watch all year round



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