

**LLANFAIR COMMUNITY COUNCIL**  
**Minutes of Council Meeting held at**  
**St Hilary Village Hall**  
**On Thursday, 2<sup>nd</sup> October 2025 at 7.00pm.**

**Present:** Chairperson: Councillor Liz Loch  
Councillors : Steph Bonnar, Julian Hitchcock, Mary Llewellyn, Tim McIlveen,  
Ray Simkiss and Jim Teague.

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

**Item 1: Apologies for Absence.**  
Councillor Shaun Trigg.

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

**Item 3: Community Police Matters.**  
PCSO Davies had forwarded the following report for August:  
7/08/2025 (St Hilary)  
Report of Gunshots from the common.  
Outcome: Police attended the area no persons seen.  
  
12/08/2025 (St Hilary)  
Report of a Road Traffic Collision.  
Outcome: Insurance details exchanged.  
  
16/08/2025 (St Hilary)  
Report of Gun Shots from the common.  
Outcome: Police attended no one present at the time of the patrol.  
  
23/08/2025 (St Mary's Church)  
Report of 2 vehicles having been broken in to.  
Outcome: Police attended House to House carried out, no CCTV nothing seen  
or heard finalised.

***FOLLOWING COMPLAINTS FROM RESIDENT IN ST MARY'S CHURCH, I HAVE  
SPOKEN TO THE VALE OF GLAMORGAN HIGHWAYS DEPARTMENT AND THE  
FOLLOWING ACTIONS ARE TO BE CARRIED OUT:***

- 'Dragon's teeth' on the entry to the 20mph area from Cowbridge direction,  
the speed sign to be checked and vegetation around signs to be cut back.
- Counters to be installed in 2 locations in St Mary's Church to monitor traffic.

Members discussed the report and it was stated that the Electronic Speed  
Warning Sign at the Herberts, travelling towards Cowbridge is not  
operational at present.

Also there is no sign between Howe Mill and Abernant to inform of 'No  
Restriction' which would indicate that the 20mph should be adhered to all  
the way to Cowbridge - Clerk to report both items to Highways.

- Item 4:**        **To consider and approve the minutes of the Meeting held 4<sup>th</sup> September 2025.**  
**Proposed** by Councillor Loch, seconded by Councillor Llewellyn and **resolved** that the minutes of the Meeting held on 4<sup>th</sup> September 2025 be approved.  
Councillor Loch signed the minutes.
- Item 5:**        **Matters arising from the Minutes, which are not included in this Agenda.**  
5.1              Item 5.3 – the brambles on the verge in St Hilary have now been cut back.  
The branches which are obscuring a street line between the A48 and St Hilary have not been cut back. The Clerk to report the item once again.
- Item 6:**        **Chairperson's Report.**  
6.1              Councillor Loch referred to the Consultation with proposals from the Democracy and Boundary Commission Cymru recommending that one Vale of Glamorgan Councillor be selected to represent the new Community Council of Llandow, Llanfair and Llanmaes Community Council and that Colwinston and Llangan is represented by the Councillors covering the St Brides Ward.
- 6.2              Councillor Loch reported on a meeting, which was held on 12<sup>th</sup> September, hosted by Cowbridge Town Council who had invited Councillors and Clerks from Western Vale Community Councils.  
The purpose of the meeting was to discuss the Community Councils relationship with the Vale of Glamorgan Council, through both the Community Liaison Meetings and Vale Councillors. The main outcome from the meeting was to try to get stronger representation in the Vale through the 'Charter' and a Vale Councillor on the Cabinet to represent the Rural Vale. There was concern expressed at the issues with the Vale Council's system for hybrid meetings which is not consistent.
- Item 7:**        **Vale of Glamorgan Councillor's Report.**  
No report.
- Item 8:**        **Clerk's Report**  
8.1              **Finances.**  
Bank balance was noted at **£6,250.55** (Current Account £3,304.39 and Business Reserve Account £2,946.16).
- Payments made since last meeting are:**  
Clerk's Salary (September) - £199.48;  
HMRC Tax (September) - £49.80;  
J Griffin (Reimbursement of Zoom Fees for April to August 2025) - £77.95 (net £64.95 plus VAT £13.00;  
HCI Data Limited (disk space used May to August 2025) - £93.60 (net £78.00 plus VAT £15.60); (*not yet debited from bank account*).  
St Hilary Forum (Lamppost poppies re grant application) - £40.00) (*not yet debited from bank account*).
- Payments due to be made are:**  
Clerk's Salary (October) - £199.48;  
HMRC Tax (October) - £49.80;  
St Hilary Village Hall (Hire of Hall for this meeting) - £45.00;

J Griffin (Reimbursement for paper and printer ink for printing Annual Reports) - £35.33.

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

**Receipts: None.**

8.2

**Other Items.**

**Application for financial assistance from Valeways Walking Festival 2026.**

Members discussed the request from Valeways asking for financial assistance with their costs which include insurance, first aid training, walk leader training, maps and walk leaflets. Valeways also organise an annual walking festival.

It was agreed that Valeways carry out excellent work in the Vale and it was **proposed** by Councillor Bonnar, seconded by Councillor Hitchcock and **resolved** that Valeways should be supported with a payment of £100.

**Resolved** that in pursuance of the power conferred by Section 137 of the Local Government Act 1972 (as amended) and being of the opinion that the expenditure satisfies the requirements of that section approves the payment of £100 to Valeways.

**Wales Air Ambulance – Thanks for donation.**

An email expressing thanks to the Community Council for their previous support was received by the Clerk and is to be sent to all Members for information.

**Councillor Allowances.**

The Clerk advised that the annual Councillor Allowances paid are to be reported to the Democracy and Boundary Commission Cymru by 30<sup>th</sup> September each year. This has been done by the Clerk.

**Item 9: To report on Highway Issues.**

9.1 It was reported that the 'St Hilary' village sign is missing from its site close to Morawelon and Coed Hills. Furthermore the 'St Mary Church' sign at the bottom of the Rocky is now standing on one post rather than the two it should have supporting it.

9.2 The 'no HGVs' sign close to East Down Farm has been very effective in reducing the number of HGVs entering St Hilary village and Members requested that one is sited close to Howe Mill at the junction of the road leading to St Hilary.

9.3 A request was made for a 'no HGVs' sign to be sited at the Herberts to prevent HGVs accessing Llandough although there is one there already but it is not visible due to vegetation growth.

9.4 The footpath from St Mary Church to The Herberts needs to be cleared of brambles etc. It was reported that this was the agreement when the path was constructed with the cost being met by S106 monies.

**All items to be reported to the Vale of Glamorgan Council.**

- Item 10: To report on the maintenance of the Community Council's notice boards.**  
The Clerk reported that she has been contacted and informed that the maintenance work required on three of the notice boards will be completed soon.
- Item 11: To discuss grant application received from St Hilary Forum.**  
Application received requesting financial assistance with the cost of a new artificial Christmas tree; cabling and electrical connections; new lights and bulbs and safety tape and chains and posts. Total expenditure expected to amount to £440.  
**Proposed** by Councillor Bonnar, seconded by Councillor Simkiss and **resolved** that a grant of £300 is given to St Hilary Forum  
**Resolved** that in pursuance of the power conferred by Section 137 of the Local Government Act 1972 (as amended) and being of the opinion that the expenditure satisfies the requirements of that section approves the payment of £300.00 to St Hilary Forum for Village Christmas Events.
- Item 12: To give an update on the appointment of a Minority Authority Representative (MAR) onto the Governing Body of Llanfair Primary School.**  
The Clerk advised that Llanmaes Community Council is yet to report on this matter and therefore the matter is still outstanding.
- Item 13: Reports of Representatives.**  
Councillor Bonnar reported that the next meeting of the Community Liaison Meeting is scheduled for 16<sup>th</sup> October.  
Councillor Loch reported that the next scheduled meeting of the Local Committee of One Voice Wales is on 27<sup>th</sup> October.
- Item 14: Correspondence and Publications which do not necessarily require discion. i.e for noting only – previously sent out by e-mail.**
- 14.1 VGC (Vale of Glamorgan Council) – Business Support Newsletter 12<sup>th</sup> and 26<sup>th</sup> September 2025.
  - 14.2 OVW (One Voice Wales) – E Bulletins 8 and 9.
  - 14.3 Planning Aid Wales – Course information.
  - 14.4 OVW – Orchard Applications and Keep Wales Tidy Packages.
  - 14.5 VGC – ‘Let’s talk about life in the Vale 2025’ – Survey Exercise.
  - 14.6 OVW – ‘Keep Wales Tidy’ notice of webinars x 2.
  - 14.7 Adrian Berendt – ‘Wales 20mph 2<sup>nd</sup> Anniversary’.
  - 14.8 OVW – Training Courses September to December 2025.
  - 14.9 VGC – Full Council Agenda and Reports for 29<sup>th</sup> September 2025.
  - 14.10 Democracy and Boundary Commission – Submission of the Draft Annual Remuneration Report 2026/27.

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

**Item 15: Correspondence from Residents.**  
None.

**Item 16: Planning Applications.**

16.1 Decisions made by Planning Department

(i) Planning Application No. **2025/00627/FUL** – Demolition of small storey rear extension, replaced with a 2 storey rear extension. Remodel internally, re-insulated, updating windows and recladding of existing building. Removal of poor condition trees and replacement at Bron y Garn, St Hilary – **Grants permission with 6 conditions.**  
**Noted.**

**Item 17: Place, Date and Time of the next Meeting -**  
**Thursday, 6<sup>th</sup> November 2025, 7.00pm at Llanfair Primary School.**

..... Chairman.  
**Date: 6<sup>th</sup> November 2025.**