

LLANFAIR COMMUNITY COUNCIL
Minutes of Council Meeting held at
Llanfair Primary School
On Thursday, 4th September 2025 at 7.00pm.

Present: Chairperson: Councillor Liz Loch
Councillors : Mary Llewellyn, Ray Simkiss and Shaun Trigg.

In Attendance: Jackie Griffin, Clerk.

Item 1: Apologies for Absence.
Councillors Steph Bonnar, Julian Hitchcock, Tim McIlveen and Jim Teague.

Item 2: Declarations of Interest.
None declared.

Item 3: Community Police Matters.
04/07/2025 (St Hilary)
Report of hare coursing overnight on farmland.
Outcome: No CCTV, No vehicles or subjects identified.

16/07/2025 (St Hilary)
Report of hare coursing overnight on farmland.
Outcome: No CCTV, No vehicles or subjects identified.

21/07/2025 (St Mary Church)
Report of hare coursing overnight on farmland.
Outcome: No CCTV, No vehicles or subjects identified.

21/07/2025 (St Hilary)
Report of hare coursing overnight on farmland.
Outcome: No CCTV, No vehicles or subjects identified.

26/07/2025 (St Mary Church)
Report of hare coursing overnight on farmland.
Outcome: No CCTV, No vehicles or subjects identified.

Item 4: To consider and approve the minutes of the Meeting held 3rd July 2025.
Proposed by Councillor Llewellyn, seconded by Councillor Trigg
and **resolved** that the minutes of the Meeting held on 3rd July 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 5.1 – Vale of Glamorgan Council Boundary Review – Councillor Smith,
Chairperson of Llanmaes Community Council, had thanked Llanfair
Community Council for forwarding their response to the Democracy and
Boundary Commission supporting the need for two Vale Councillors to cover
the new intended ward.

- 5.2 Item 9.2 – cutting of the verge from Llandough to Lake Hill, St Athan Road. Councillor Simkiss advised that he had cut the verge back himself.
- 5.3 Item 5.2 – The finger on the ‘fingerpost’ in St Hilary is now in situ pointing the way to St Mary Church.
It was noted that the brambles on the verge in St Hilary have not been cut back and the branches obscuring the street light on the road from the A48 to St Hilary village have not been attended to.

Item 6: Chairperson’s Report.

Councillor Loch reported that at the One Voice Wales Local Committee Meeting, she was appointed as their Representative on the ‘Friends of Glamorgan Heritage Coast’ Committee.

Item 7: Vale of Glamorgan Councillor’s Report.

No report.

Item 8: Clerk’s Report

8.1 Finances.

Bank balance was noted at **£6,384.15** (Current Account £3,437.99 and Business Reserve Account £2,946.16).

Payments made since last meeting are:

Clerk’s Salary (July and August - £199.48 x 2) - £398.96;
HMRC Tax (July and August - £49.80 x 2) - £99.60;
J Griffin (Reimbursement of Zoom Fees for January/March 2025) - £46.77 (net £38.97 plus VAT £7.80);
St Hilary Village Hall (hire of hall for July 2025 meeting) - £45.
H Embling (Internal Auditor for year 2024/25) - £100.

Payments due to be made 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)

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

Receipts:

Second Precept Payment for 2025/2026 received via Vale of Glamorgan Council - £1,973.00.

8.2 Other Items.

- (i) The Clerk advised that HCI Data will no longer be supporting ‘gov.uk’ e-mails after the end of December 2025. This will also affect the website. Members agreed that they should keep the ‘gov.uk’ e-mail and therefore enquiries will be made with alternative companies.

(ii) An e-mail invitation had been sent out to Community Councils in the Western Vale, to advise of a meeting to be held at the Town Hall, Cowbridge, hosted by Cowbridge Town Council. The invitation was for the Clerk and one Councillor to attend on Friday 12th September at 11am. Councillor Loch had already volunteered to attend. The Clerk had sent apologies as she would be unable to attend.

(iii) Councillor Trigg confirmed that he would be attending the meeting of the Footpath Forum on 10th September at Cowbridge Town Hall.

Item 9: To report on Highway Issues.

9.1 On 31st July, a lorry got stuck in the vicinity of the Garn.

9.2 On 12th August, a lorry traveling through St Hilary did significant damage to a wall at Village Farm. It was suggested that a request be made close to Howe Mill to place a road sign discourage lorries from taking the turning to St Hilary.

9.3 On 2nd September, a wall was damaged by a vehicle at Channel View, St Hilary.

Item 10: To report on the maintenance of the Community Council's notice boards.

The Clerk reported that she has attempted to find a contractor to carry out improvement work to the notice boards. A quote had been obtained to treat the three boards at a cost of £320 which be sanding the boards and then treating with a couple of coats of sadolin. Councillor Trigg said he would take a look at the boards and liaise with the Clerk over what he could possibly do to improve the boards.

Item 11: To receive and approve the draft Annual Report for 2024/2025.

The Annual Report was forwarded to Members prior to the meeting.

Resolved to approve the Annual Report and a copy delivered to each household in the Community Council area, with the Annual Return removed but a link to the document on the website made available within the report. The Clerk will print off copies and bring to the October meeting ready for delivery.

Item 12: To discuss the appointment of a Minority Authority Representative (MAR) onto the Governing Body of Llanfair Primary School.

E-mail received advising that the above-mentioned vacancy exists on the Governing Body of Llanfair Primary School. Three of the Llanfair Community Council Members are already governors at the school and therefore it was agreed that a replacement should be found from an alternative Council.

Item 13: Reports of Representatives.

13.1 Councillor Bonnar had submitted two reports for Members' information:

(i) Mayor of Cowbridge Civic Sunday.

"I attended on behalf of Llanfair Community Council in July. The event went well and was my first experience of a Cowbridge Civic Sunday. We gathered at the Town Hall with a Piper and RAF Brass Band leading the procession of Councillors (Vale and Community) up the High Street to Holy Cross where we

attended a Civic Service led by The Rector, Duncan. As well as the Council representatives there were congregation members at the Church Service and the Rector delivered a great Sermon talking about the voluntary work of Councillors and thanking everyone for what they do for the local communities. He also wished Mayor Gus Baty the best of luck for his tenure. Everyone then headed back to the Town Hall in procession for some photos and refreshments. I only stayed a short while at the Hall gathering, but I thought it was a shame that especially in terms of the procession the local Air Cadets, Scouts, Brownies, Guides etc had apparently not been invited so there was no younger generation representation”.

- (ii) Cowbridge Placemaking Launch.
- “I took some photos of both the set up in the room and the colour brochure which they had produced as we were not allowed to take copies away with us so I wanted to capture the key points discussed. Obviously Malcolm has attended a previous Llanfair CC meeting in St Hilary village hall and talked us through the initial stages of the Placemaking process. Since then they have commissioned a study across Cowbridge and this has identified key areas across the town where they believe with support funding / investment they could develop the areas to be better for both the residents and visitors to the town. They sectioned out each area (e.g. The Bear Field with the astroturf small pitch / court area and the skate ramp at the other end) and detailed ideas for how they will develop these areas.*

This was just a launch event and the Leader of the Vale, Lis Burnett, said a few words to thank those involved and to wish them luck with the project. It was interesting and the development ideas look good. Only negative on the event was I thought there were a lot of Vale and CRC staff in attendance almost outweighing local community people and they had ordered what seemed a massive buffet and drinks which didnt seem at all necessary (cuppa and biscuits would have sufficed in times when budgets are tight)”.

- 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 Newsletters 8th and 22nd August 2025.
- 14.2 OVW (One Voice Wales) – Draft Minutes for One Voice Wales Bridgend, Cardiff and the Vale Area Committee meeting - 21st July 2025.
- 14.3 Planning Aid Wales Newsletter, August 2025.
- 14.4 GVS (Glamorgan Voluntary Services) – Health, Social Care and Wellbeing ebulletin 15.8.2025 and also GVS News: Latest Third Sector Updates and Opportunities – 22.8.2025.
- 14.5 Via OVW – Welsh Government Consultation on extending the duty on local authorities to broadcast meetings.
- 14.6 OVW – Training courses and dates – September to December 2025.

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

Item 15: Correspondence from Residents.

Grant application received from St Hilary Village Forum requesting £40 to purchase three large lamppost poppies and fixings to mark Remembrance Sunday.

Resolved to support the grant application and award £40 to St Hilary Village Forum towards Remembrance Sunday expenses.

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 £40.00 to St Hilary Forum.

Item 16: Planning Applications.

16.1 To confirm decisions on the following applications:

(i) Planning Application No. **2025/00627/FUL**

Location: Bron y Garn, St Hilary

Proposal: Demolition of small single storey rear extension, replaced with a 2 storey rear extension. Remodel internally, re-insulated, updating windows and recladding of existing building. Creation of new exit to the driveway. Removal of poor condition trees and replacement.

No objection.

(ii) Planning Application No. **2021/01263/FUL** (*amended planning application*)

Location: Old Rectory, Llandough

Proposal: Proposed single storey extension and internal alterations to kitchen.

No objection.

Item 17: Place, Date and Time of the next Meeting -

Thursday, 2nd October 2025, 7.00pm at St Hilary Village Hall.

..... Chairman.

Date: 2nd October 2025.