

LLANDOUGH COMMUNITY COUNCIL

**MINUTES OF THE COUNCIL MEETING HELD ON A HYBRID BASIS ON
THURSDAY 28 MAY 2026 AT 7.00pm.**

PRESENT

Councillor Dr M. Misra (Chair)
Councillor C. Gibson (Vice Chair)
Councillor Mrs L. Barrowclough
Councillor Mrs P. Carreyett
Councillor P. King
Councillor T. Llewelyn
Councillor D. Mears

APOLOGIES FOR ABSENCE

Councillor B. Augustian
Councillor Mrs S. Jefferies
Councillor M. Stanyard-Jones

1. DECLARATIONS OF PERSONAL AND PREJUDICIAL INTERESTS.

There were no interests declared.

2. MINUTES OF THE MEETING HELD ON 23 APRIL 2026.

RESOLVED that: The minutes of the meeting held on 23 April 2026 be confirmed as a correct record.

3. MINUTES OF THE ANNUAL MEETING HELD ON 6 MAY 2026.

RESOLVED that: The minutes of the meeting held on 6 May 2026 be confirmed as a correct record.

4. REPORT FROM THE POLICE.

The representative of the Police was not present. A crime report had not been received. The Chair had however attended a recent PACT meeting held on 20 May 2026 at which two PCSOs had attended. He had extracted the latest crime statistics for Llandough from the website of South Wales Police which highlighted 26 reported crimes with 12 linked to Lewis Road. It was probably the case that all or some of the crimes in Lewis Road related to the hospital. An update had been provided at the meeting about the rise in car thefts within the police division and advice

given about the use of Faraday pouches to protect keyless entry cars. Parking remained an issue in the community and this was being examined by the police. A junior PACT had also started in the primary school.

RESOLVED that: Councillor Mears to publish details on social media about the growing issue of car thefts from keyless entry cars and the benefits of purchasing Faraday bags.

5. PUBLIC PARTICIPATION SESSION.

There were no members of the public in attendance.

6. MEETING WITH COUNCILLOR GEORGE CARROLL.

The following report was received from Councillor Carroll.

TENNIS COURT

The damage to the tennis court was really disappointing. The facility should be available for our community to use, but the behaviour of a small minority has necessitated it being closed off. He had raised concerns with the Vale Council and asked them to repair all of the damage which had already commenced. As we move into summer, arrangements will need to be made for access. A joint meeting between the Vale Council and the Community Council may be beneficial to discuss how both organisations can work together on this.

BARONS COURT RESURFACING

These works were long overdue and, while there will be disruption, this will be worthwhile to bring the road up to a safe and suitable standard. Works were being carried out in 3 phases with a scheduled completion date of 9th June 2026.

DOCHDWY PLAY AREA OVERGROWTH

The brambles and overgrowth around the slide had been cut back. A resident had also raised concerns with him about the seesaw and he had asked the Vale Council to arrange for it to be repaired.

FLY-TIPPING

Our community continued to face fly-tipping problems, with incidents reported at Llandough Hill and Playing Fields. He was continuing to press the Vale Council for more resources to be allocated towards enforcement.

CAR MEETS AT WESTPOINT INDUSTRIAL ESTATE

He continued to liaise with the police regarding the noise disturbances. Police had been in discussions with the landowner, who had been unable to install barriers to limit access because this would close off an ambulance bay. They were still pursuing this and were in discussions about potentially moving the bay. In the meantime, police patrols would continue.

RESOLVED that:

- a) The report be noted.
- b) The Clerk to arrange a meeting with Vale Council officers to discuss the issues surrounding the continuing misuse and damage occasioned to the tennis court and the development of the bird sanctuary.
- c) Councillors P. King, Dr M. Misra and D Mears to take part in the meeting.
- d) The Vale Council officers be requested to prepare and install a sign on the fence of the redundant tennis court to highlight its use as a bird sanctuary.

7. MATTERS ARISING FROM THE MINUTES.

Minute 8 – It was noted that the landscape designer had commenced the scaling back of the concept design for the Lewis Road allotments.

Minute 16 – The Clerk had requested the local resident to provide a referee who could be contacted but a response had not yet been received.

Minute 21 – The contractors would be commencing the Brook Green improvement work during week commencing 1st June 2026.

Minute 22 – A personal injury claim was expected to be received from the local resident in the near future.

8. MINUTES OF COMMITTEES AND WORKING PARTIES.

RESOLVED that: The minutes of the following meetings were considered and approved:

- a) Biodiversity Working Party – 13 May 2026.
- b) Village Fete Working Party – 14 May 2026

It was noted that Councillor King's apologies for absence should be recorded in the minutes.

c) Hall Management Committee – 18 May 2026

RESOLVED that: The minutes of the meeting be noted.

9. CONSIDERATION AND APPROVAL OF THE ACCOUNTS AND GOVERNANCE STATEMENT FOR THE YEAR ENDED 31 MARCH 2026.

The annual return including the report of the Internal Auditor was considered for approval.

RESOLVED that: The accounts and governance statement contained in the annual return for 2025/26 be approved for submission to Audit Wales for external audit.

10. OBSTRUCTIVE PARKING AT THE JUNCTION OF LLANDOUGH HILL AND PENLAN ROAD.

The Vale Council's Operational Manager (Engineering) had considered the Council's request for double yellow lines at this junction and had responded in full.

He advised that the matter had previously been considered in detail, and the position had been set out in correspondence dated 23 June 2025 following an assessment by the Traffic and Road Safety team. That assessment took into account the collision history, the layout of the highway, available enforcement options, and the statutory process and costs associated with introducing parking restrictions at this location.

Having reviewed the matter again in light of the latest correspondence, he confirmed that there had been no significant change in circumstances since that assessment, and the Vale Council's position therefore remained the same. Based on the evidence currently available, the location did not meet the criteria for prioritisation for the introduction of additional traffic regulation measures, including double yellow lines.

Furthermore, as explained there was already other enforcement powers available to deal with cars parked inappropriately at this junction in terms of Rule 240 of the Highway Code which stated that you must not stop or park on roads marked with double white lines. Such an offence was enforceable by the police under the Road Traffic Regulation Act 1984 (Sections 5, 6 & 8).

The Vale Council would, as always, continue to monitor the situation, and should circumstances change or new evidence come to light, the matter could be reviewed again in the future.

RESOLVED that:

- a) The two residents who had provided evidence of inappropriate parking be advised of the response received.
- b) The Clerk to arrange for a social media release based on the content of the response.

11. QUOTATIONS FOR REPLACEMENT OF HORIZONTAL BENCH SLATS ON THE BENCHES.

The Clerk advised that he could only obtain two quotations for the work as follows:

QUOTATION 1

Replacement with Hardwood = £1065

Replacement with Composite Material = £900

QUOTATION 2

Replacement with Hardwood = £1650

Replacement with Composite Material = £1300

RESOLVED that: Quotation 1 be accepted for the use of composite material at a price of £900.

12. UPDATE ON RESPONSES FROM ORGANISATIONS WISHING TO BECOME INVOLVED IN THE DEVELOPMENT OF A COMMUNITY PLAN.

The Clerk informed the Council that to date responses had been received from the Cardiff and Vale UHB, the Church and the Allotments Association. All three organisations wished to become involved in developing the plan.

RESOLVED that:

- a) The Clerk to arrange the first meeting of the Community Plan Working Party to include representatives of the three respondents.
- b) Organisations who had not responded be contacted again after the first meeting.

c) Councillor Carroll be provided with a brief on the development of the plan to enable him to contact the Merrie Harrier to ascertain whether they would wish to be involved.

13. COMMUNICATION FROM MIGHTY OAKS – LARGE TREE ON BROOK GREEN.

A request had been received from the company for the council to arrange for clearance of the base of one of the larger trees at Brook Green as well as the stripping of ivy to enable it to provide a quotation for the owner of the adjoining flats in relation to other tree issues. They had quoted £400 plus VAT to undertake the work but advised that a tree survey would be preferable in the first instance. The Clerk advised that the annual tree survey was due in the Autumn 2026.

RESOLVED that:

- a) The Clerk to arrange for the annual tree survey to be undertaken earlier.
- b) Consideration be given to any tree work required after the survey report is received.

14. DRAFT ANNUAL STATUTORY PLAN FOR 2025/26.

The Clerk presented the draft annual statutory plan for consideration.

RESOLVED that: The draft be approved.

15. COMMUNICATION FROM ST DOCHDWY'S CHURCH – USE OF VILLAGE GREEN FOR SUGGESTED PICNIC AND BBQ.

St Dochdwy's Church sought the view of the Council about the suggested event being held on the village green on a date to be arranged. They were aware that the area would need to be fenced for health and safety reasons. The Council was generally supportive of the suggestion subject to a full health and safety risk assessment being prepared to protect the safety of children and arrangements made to protect the bee orchids growing on the green as well as the Gingko tree which had been planted in memory of the late Queen Elizabeth II. It be pointed out that a more suitable alternative location might be the village garden on Spencer Drive or the playing fields with access being achieved via Canon Walk. The permission of the Vale Council to use the playing fields would be required.

RESOLVED that: The Clerk advise the Church of the views of the Council.

16. CONFIRMATION OF THE APPOINTMENT OF COUNCILLOR DR M. MISRA AS THE COUNCIL'S REPRESENTATIVE ON THE LLANDOUGH PRIMARY SCHOOL GOVERNING BODY.

RESOLVED that: Councillor Dr M. Misra be appointed to serve on the Governing Body up to May 2027 when the current community council is abolished under the community boundary review.

17. APPLICATION FOR DONATION – KID'S CANCER CHARITY.

RESOLVED that: The application be noted.

18. NOTES OF A MEETING BETWEEN THE CHAIR AND VICE-CHAIRS OF LLANDOUGH COMMUNITY COUNCIL AND LECKWITH AND MICHAELSTON COMMUNITY COUNCIL HELD ON 27 APRIL 2026.

The notes of the meeting had been circulated with the agenda for the meeting. It was noted that the respective Clerks would jointly prepare a project plan for consideration by both councils later in the year.

RESOLVED that: The position be noted.

19. EAST VALE COMMUNITY TRANSPORT CELEBRATION OF 40th ANNIVERSARY – 18 JUNE 2026.

Consideration was given to attendance at the anniversary event.

RESOLVED that: Councillor Dr Misra to attend on behalf of the Council.

20. MEMBERS WHO ATTENDED MEETINGS OF OTHER BODIES.

The Chair had attended the Dinas Powys Community Council's Civic Service and the recent PACT meeting.

RESOLVED that: An item on obstructive parking enforcement be submitted to the Vale Council for inclusion on the agenda for the next meeting of the Community Liaison Committee.

21. BANK RECONCILIATION AS AT 30 APRIL 2026.

RESOLVED that: The bank reconciliation be approved.

22. EXAMINATION AND PAYMENT OF ACCOUNTS.

RESOLVED that: The under-mentioned payments be approved:

Payee	Amount	Description of Payment
J. Rowlands	80.00	Delivery of Newsletter (Cheque Repla
J. Rowlands	80.00	Delivery of Newsletter Spring 2026
P.R Egan	28.75	Telephone Expenses
One Voice Wales	99.00	Conference Fee
Ray of Light Cancer Support	100.00	Donation
Llandough and Leckwith WMI	920.75	Accommodation 2026/27
Parish Magazine Printing	133.50	Printing of Newsletter
P.R Egan	69.30	Car Allowance
P.R Egan	133.50	Rent Allowance
P and A Landscapes	930.50	Grounds Maintenance April 2026
Caerphilly Skip Hire	780.00	Two skips for allotments
Zurich Municipal	772.34	Insurance 2026/27 - Replacement fo
East Vale Community Transport	115.00	Transport Charges
A. D. Williams	250.00	Internal Audit Fee
Beacon Printers Limited	160.00	Printing of Civic Service Leaflets
P.R. Egan	28.75	Telephone Expenses
Thomas Fattorini Limited	88.02	Staple for Badge of Office
P.R. Egan	50.00	Petty Cash
PDF Smart	1.99	PDF Converter
Amazon	20.76	Flip Chart and Pens
PDF Smart	49.99	PDF Converter Under dispute
BT Business	57.54	Broadband Charges
Greentech	19.44	Wildflower Seeds
Amazon	29.99	Display Folders
Amazon	16.25	Laminating Pouches
Salaries and Wages Aggregated	2,158.42	
TOTAL	7,173.79	
Items shown in bold were paid on Council's Barclaycard		

23. EXCLUSION OF THE PRESS AND THE PUBLIC.

RESOLVED that: The press and the public be excluded from the next items of business in view of the confidential nature of the business to be discussed.

24. FREEDOM OF INFORMATION REQUEST – FORMER GREAT HOUSE FARM.

The Clerk reported receipt of a freedom of information request and advised on a proposed response.

RESOLVED that: The proposed response be approved.

Signed..... Date: 25 June 2026