

**LLANDOUGH COMMUNITY COUNCIL**

**MINUTES OF THE COUNCIL MEETING HELD ON A REMOTE BASIS ON  
THURSDAY 25 MARCH 2021 AT 7.00PM.**

**PRESENT**

Councillor Mrs P. Gay (Chairman)  
Councillor Mrs L. Barrowclough  
Councillor Mrs P Carreyett  
Councillor M. Edwards  
Councillor P. King  
Councillor D. Mears  
Councillor Dr M. Misra  
Councillor I. Williams  
Councillor W. Williams

**APOLOGIES FOR ABSENCE**

Councillor E. Penn

**1. DECLARATION OF INTERESTS.**

There were none.

**2. MINUTES OF THE MEETING HELD ON 25 FEBRUARY 2021.**

**RESOLVED** that: The minutes be confirmed as a correct record.

**3. MEETING WITH THE POLICE.**

The Police representative was not in attendance. PCSO Packer had however provided a written report which was reported to the meeting. She indicated in her report that it was not possible to separate out crimes that had occurred in the community. The majority of crimes related to the hospital and the Trading Estate.

**4. MEETING WITH COUNCILLOR G. CARROLL.**

The Chairman welcomed Councillor Carroll to the meeting. He provided the following written report.

**PINEWOOD CLOSE STEPS**

He reported that the railing had now been replaced.

### LLANDOUGH HILL DRAINAGE

He had spoken with Mike Clogg in the Highways department about this. Mike Clogg thought that the problem was caused as a result of groundwater emanating from near the bench at Brook Green and on community council land. He suggested he had discussed this with the community council previously, including the possibility of work to try and resolve the problem. He thought that there might be some confusion as to the drain concerned as the community council had already arranged for drainage repairs to be undertaken on its land. He would ask Mike Clogg to contact the Clerk to the Council.

### CANON WALK DRAIN

He confirmed that this matter was being investigated by highways personnel.

In the discussion that followed, a number of other matters were raised: -

- a) The Council was grateful for the action taken to repair the 'Llandough' road sign on Leckwith Road.
- b) A request was made for an additional bin to be installed in the playing fields near to Canon Walk.
- c) An Option appraisal for the use of S106 funds was not yet available but Councillor Carroll would press for this to be available for the next meeting of the Council.

## **5. MATTERS ARISING FROM THE MINUTES.**

Minute 10 – Members were reminded that the session with Sight Cymru would be held remotely on 15 April from 7.00pm to 9.00pm.

Minute 12 – A reply from the Vale of Glamorgan Council in relation to the cost of addressing the flooding issue on the active tennis court was awaited. The Clerk would progress a response.

Minute 14 – Councillor Dr Misra had attended the remote pre-enquiry meeting in relation to the Hinkley Point C proposal. He considered that there was little merit in him attending the full enquiry and a report of the pre-enquiry meeting would be circulated to members.

Minute 16(c) – The allotment gate sign had been erected.

Minute 18 – The NHS flag had been received.

**6. MINUTES OF THE BIODIVERSITY WORKING PARTY HELD ON 10 MARCH 2021.**

In addition to considering the minutes of the meeting, Councillor Dr Misra shared with members a proposal to develop the redundant tennis court in the playing fields as a bird sanctuary and viewing area. This matter had been considered by the Working Party and had received its full support. The estimated costs of the proposal were £819 in Year 1 with successive year costs of around £312. In addition, the Vale of Glamorgan Council would need to repair the fencing and a cost for this work would be an additional factor. It would also be necessary for the Vale of Glamorgan Council to grant approval for the proposal. It was pointed out that if the proposal should be implemented, arrangements would need to be put in place to maintain the facility, provide storage for the bird feed and it was suggested that a pile of logs be included in the site to encourage other species to make use of the biodiversity site.

**RESOLVED** that:

- a) The minutes of the Working Party held on 10 March 2021 be approved.
- b) The proposal for a bird sanctuary and viewing area be fully supported and implemented subject to the approval of the Vale of Glamorgan Council and consideration of the costs of the fencing repair works.
- c) The cost of the proposal if taken forward be met through a budget virement from the village fete and civic service budget as both of these events would not be held this year due to the pandemic crisis.

**7. LOCAL GOVERNMENT AND ELECTIONS (WALES) ACT 2021.**

A summary of the provisions of the Act had been circulated to members for their information. Two matters requiring attention at the current time related to the publication of a summary of meetings within 7 working days of meetings and arrangements for the continuation of remote meetings. The Clerk would ensure that all other matters would be appropriately actioned.

**RESOLVED** that:

- a) The draft minutes of each Council meeting be published on the website within seven working days of each meeting.
- b) Meetings to continue to be held on a remote basis for the time being subject to review in the light of Welsh Government guidance concerning the safe use of community buildings for Council meetings.

**8. DINAS POWYS TRANSPORT NETWORK WeITAG STAGE 2 PLUS – TO CONSIDER THE COUNCIL’S POSITION IN RELATION TO THE STAGE 2 REPORT.**

It was noted that the Vale of Glamorgan Council was currently giving consideration to the Stage 2 report.

**RESOLVED** that: Comments be not made at this stage and the progress of the proposals be kept under active review.

**9. EXTENSION OF GRASS CUTTING CONTRACT.**

As requested by the Council, the Clerk had obtained a quotation from the Grounds Contractor for a quote to be provided for the weekly grass cutting of the grass verge at the bottom of Penlan Rise. The quotation provided was an additional cost of £600 for the whole of the grass cutting season (March to October 2021) which worked out at about £20 per cut.

**RESOLVED** that: The quotation be accepted.

**10. WELSH GOVERNMENT CONSULTATION ON ‘A LITTER AND FLY TIPPING FREE WALES.’**

The Council considered a proposed response to the consultation.

**RESOLVED** that: The proposed response be approved and the Clerk be authorised to submit the response to the Welsh Government.

**11. INTERNAL FLOODING – PROVISION OF SANDBAGS TO LOCAL COMMUNITIES.**

Following an initial consultation by the Vale of Glamorgan Council when it was agreed in principle that a supply of sandbags should be considered for the community as a result of known flooding issues in Canon Walk, it was now necessary to consider the practical issues concerning their storage and location. Storage was extremely important as the hessian bags quickly deteriorated if they were exposed to wet weather conditions over time. It was also noted that they were very heavy and it was important that storage was closely aligned to the location where they were needed. It was considered desirable for any supply to be stored in one location where householders would be informed of where they could be collected from when needed. It was suggested that some 300 bags might be needed at Canon Walk and Councillor Barrowclough would advise the Clerk of the specific needs of residents as well as proposals for their storage. If further bags were needed after the initial delivery, these could be requested from the Vale of Glamorgan Council at the appropriate time.

**RESOLVED** that: Councillor Barrowclough to provide the Clerk with the relevant information.

## **12. BRO RADIO'S COMMUNITY AWARDS 2021.**

Councillors were invited to make nominations under the award scheme details of which had been provided as part of the agenda.

- a) A nomination from Councillor Edwards in relation to a local resident of Spencer Drive for a good neighbour award was endorsed.
- b) A nomination from Councillor Dr Misra for the organiser of the Llandough Mutual Aid COVID 19 group for a community group award was endorsed.

## **13. REQUESTS FOR DONATIONS.**

### **a) NSPCC**

**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, a donation of £100 be made to NSPCC in support of its activities.

### **b) Marie Curie Daffodil Appeal.**

**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, a donation of £100 be made to Marie Curie in support of its activities.

## **14. MEMBERSHIP OF ONE VOICE WALES 2021/22.**

An invitation was received for the Council to re-new its membership of One Voice Wales for 2021/22 at a cost of £316.

**RESOLVED** that: Membership be re-newed for 2021/22 at a cost of £316.

## **15. CELEBRATION OF THE 40<sup>TH</sup> ANNIVERSARY OF THE ESTABLISHMENT OF LLANDOUGH COMMUNITY COUNCIL.**

Consideration was given to the arrangement of a celebration of the 40<sup>th</sup> anniversary in 2022. It was noted that the celebration would need to be held in the early part of 2022 due to the May elections next year.

**RESOLVED** that: A working party be formed to develop arrangements for the celebration with membership comprising of Councillors Barrowclough, Carreyett and Gay.

**16. THE NHS, SOCIAL CARE AND FRONTLINE WORKER'S DAY – 5 JULY, 2021.**

The Clerk reported that the NHS flag had been received and would be flown on 5 July, 2021. Consideration was given to an assembly of Councillors outside the hall on the day at 10.00am as well as the yellow lights on the hall being lit for the 24-hour period.

**RESOLVED** that: Councillors to attend at the hall at 10.00am on this day when the flag will be raised and the yellow light to be lit for the 24-hour period.

**17. DEATH OF A MEMBER OF THE ROYAL FAMILY OR A SENIOR PUBLIC FIGURE.**

Consideration was given to having appropriate arrangements in place to respond to a death of a member of the Royal Family or of a Senior Public Figure. A protocol developed in a parish council of a similar size to Llandough was provided to members for consideration.

**RESOLVED** that: The Clerk be authorised to prepare a protocol based on the example provided (taking out reference to a book of condolences) and liaise with the Churches in relation to its future implementation.

**18. INDEPENDENT REMUNERATION PANEL FOR WALES – ANNUAL REPORT 2021/22.**

The Panel had published its annual report and it was necessary for the Council to consider the determinations contained therein.

**RESOLVED** that:

- a) Determination 42 – It be noted that an allowance of £150 would be paid to all members in 2020/21 other than in the case of any member who wished to opt out.
- b) Determination 44 – The ability to pay up to 5 members an allowance of up to £500 in recognition of specific responsibilities be not approved.
- c) Determination 45 – Travel payments be made to members in the case of them undertaking authorised duties.
- d) Determination 46 – Overnight stays be paid at the stated rates in the case of members staying overnight on authorised duties.
- e) Determination 47 – Financial loss compensation at the stated rates be paid in appropriate cases.
- f) Determination 48 – Reimbursement of caring costs be paid in appropriate cases.

- g) Determination 49 – The allowance for the Chairman be based on costs and expenses incurred of up to £300.
- h) Determination 49 – The allowance for the Vice-Chairman be based on costs and expenses incurred of up to £200.

**19. VE DAY 2021 – 8 MAY 2021.**

Consideration was given in relation to arrangements to commemorate VE day.

**RESOLVED** that: The Tommy silhouettes be located on the village green and garden during the week beginning 3 May, 2021.

**20. REQUEST FROM THE ALLOTMENTS ASSOCIATION FOR BIRD BOXES, A PEANUT FEEDER, NETTING AND FENCING PINS.**

A request from the Allotments Association was received in relation to funding of an estimated £350 to fund the purchase of the proposed items.

**RESOLVED** that: The request be approved with funding being vired to the biodiversity budget from events budgets on the basis that all events had been cancelled due to the pandemic crisis.

**21. MEMBERS WHO ATTENDED MEETINGS OF OTHER BODIES.**

No reports were received.

**22. BANK RECONCILIATION FOR THE PERIOD ENDING 28 FEBRUARY 2021.**

**RESOLVED** that: The bank reconciliation be approved.

**23. EXAMINATION AND PAYMENT OF ACCOUNTS.**

**RESOLVED** that: The under-mentioned payments be approved as indicated below:

<b>Payee</b>	<b>Amount</b>	<b>Description of Payment</b>
Llandough Scout and Guide Hall Building Fund	50.00	Replacement for Cheque 108673 not drawn
P.R. Egan	30.00	Training Fee for Chairman to attend Planning Course
Cllr M Edwards	120.00	Basic Payment for Councillor
Cllr P Gay	120.00	Basic Payment for Councillor
Cllr D Mears	120.00	Basic Payment for Councillor
Cllr E Penn	120.00	Basic Payment for Councillor
Cllr W Williams	150.00	Basic Payment for Councillor
HMRC	120.00	Income Tax on Councillor Payments
P.R. Egan	25.75	Telephone Expenses

Urdd Gobaith Cymru	100.00	Donation
P.R. Egan (Amazon)	36.75	Yellow Lights for Hall
P.R. Egan (Amazon)	31.97	Yellow Lights for Hall
Parish of Penarth and Llandough	47.76	Yellow Light Gel Sheet
P.R. Egan	105.17	Rent Allowance
P.R. Egan (Leckwith Concrete Products)	120.00	Scalpings for Allotments
Ask Frank Limited	138.00	Sign for Allotment Gate
P.R. Egan	25.20	Car Allowance
P.R. Egan (Viking Direct)	51.44	Stationery
Amberol Limited	629.40	Street Planter
Vale of Glamorgan Council	432.59	MUGA Contribution
Edge It Systems Limited	338.40	Annual Software Fee for Advantage Edge Package
Llandough Allotments Association	61.00	Membership Subscriptions
K. Bowen	25.00	Install Lights on Front of Hall
Salaries, Wages and Income Tax	1,337.67	Aggregated Total
<b>TOTAL</b>	<b>4,336.10</b>	

#### **24. PLANNING APPLICATIONS.**

The following planning applications were considered:

Application No. 2021/00231/FUL – University Hospital, Llandough – Two storey endoscopy extension to house new plant room on first floor and new recovery area on the ground floor.

**RESOLVED** that: No comments be made.

Application No. 2021/00307/FUL – Baron’s Court - Change of Use from A3 to mixed use comprising A3, B1, B2 and D1.

**RESOLVED** that: No comments be made.

Application No. 2021/00012/FUL –20 Summerland Close - Replacement of Existing Fence.

**RESOLVED** that: The application be opposed on the following grounds:

- a) The proposed fence would have an undesirable impact on the general environment of the area.
- b) The proposed fence would be out of character in this residential area and a more appropriate type of fence needs to be considered especially regarding its proposed height which needs to be at a lower level.
- c) It is considered that the proposed fence would represent an unacceptable departure from the normal boundary demarcation arrangements elsewhere in the Dochdwy Road estate.



d) It is understood that there are trees and hedges within the curtilage of the site but the planning application states there are none. It is considered that the planning officer should assess this matter in relation to the planning application.

Signed..... Date: 22 April 2021  
Chairman