

LLANDOUGH COMMUNITY COUNCIL

**MINUTES OF THE COUNCIL MEETING HELD ON A REMOTE BASIS ON
THURSDAY 22 JULY 2021 AT 7.00PM.**

PRESENT

Councillor Mrs L. Barrowclough (Vice Chairman – in the chair)
Councillor Mrs P Carreyett
Councillor M. Edwards
Councillor Mrs P. Gay
Councillor P. King
Councillor D. Mears
Councillor Dr M. Misra

APOLOGIES FOR ABSENCE

Councillor E. Penn

It was reported that former Councillor Brian Hill had sadly died. A minute silence was held in his memory.

1. DECLARATION OF INTERESTS.

There were none declared at this stage in the meeting,

2. MINUTES OF THE MEETING HELD ON 24 JUNE 2021.

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

3. MEETING WITH THE POLICE.

There was no representative in attendance.

**4. MEETING WITH RACHEL CARTER, ONE VOICE WALES LOCAL PLACES
FOR NATURE OFFICER.**

The Chairman welcomed Rachel to the meeting.

In the presentation, the following key points were made:

- The Local Places for Nature project was designed to create 'nature on your doorstep' and focussed on areas of deprivation, urban and peri-urban areas as well as places/people with little or no access to nature
- The First Minister was committed to 'modest measures' such as increased wildflower seed planting, increase in pollinators, increase in meadow areas on

sloping land, increase in local tree planting, reduced use of pesticides, changing mowing practices, improved public access to drinking water and community growing opportunities including the provision of allotments

- Targets had been set for 2021/22 in relation to the objectives of the scheme
- There was a direct link to the section 6 duty under the Environment Act 2016, the Well Being Act and NRW Area Statements.
- Examples were given of suitable projects for funding e.g., wildflowers on grass verges, wetland or bog garden/pond and fruit orchard
- There were three funding schemes available namely National Lottery Heritage Fund, Pan-Wales Local Nature Partnerships and Keep Wales Tidy (Packages to create nature gardens)
- The application process was explained and confirmation that community and town councils were eligible under each scheme
- Details of the timescales for making applications and receiving decisions was explained
- There was a requirement for evaluating projects on completion and it was recommended that such elements should be identified at the application stage so that monitoring arrangements could be established from project commencement
- One Voice Wales would be collecting information on case studies and could assist with the application process – rcarter@onevoicewales.wales

In the discussion that followed, Rachel confirmed that Llandough was eligible to apply for grants under the schemes it being noted that the schemes that the Council was looking to secure funding for related to surveying costs for the development of a scheme for allotments at the reserve allotments site off Lewis Road and the bird sanctuary proposal on the redundant tennis court in the playing fields. It was suggested that the proposals would be more appealing to funders if there was evidence of engagement with disadvantaged groups in the community. It was pointed out that both projects might involve patients from the Hospital's mental health department, the local primary school and local special school. It was suggested by one councillor that consideration should be given to seeking a grant for the installation of water fountains in the playing fields. It was also suggested that the bird sanctuary project might be broadened out to encompass an urban nature garden.

RESOLVED that: The grant applications be pursued in conjunction with the Biodiversity Working Group and the Working Group established to consider the development of the reserve allotments site.

5. MEETING WITH COUNCILLOR G. CARROLL.

The Chairman welcomed Councillor Carroll to the meeting. He provided the following report for the information of members.

LEWIS ROAD EMBANKMENT

Reference was made to the excavation works on the site of the old garages last week which resulted in a mound of earth being left on site and the manhole being left exposed. Residents were understandably concerned and he had contacted the Vale Council to ask for the site to be cleared and made safe. The mound of earth had now been removed. Council officers had confirmed they intend to rake back the remainder of the exposed soil to a safe incline. They met on Wednesday to discuss next steps and he was awaiting an update on this.

WILLOWMERE PORTACABIN

He had raised concerns with Planning that one portacabin remained and they were taking further action. He had reported the fly tipping to Pobl and this had now been removed.

LLANDOUGH HILL WATER FLOW

Unfortunately, he had little to report in the way of an update on this. Highways had advised him earlier in the week that there was no apparent or simple solution. He had requested further information because this was not sustainable and he had also raised concerns at the Council's Audit committee on Tuesday.

He would now also approach Welsh Water directly.

LOCAL GOVERNMENT BOUNDARY REVIEW

The Minister last week published a written statement where she confirmed she would implement the Commission's final recommendations without modification. This meant that the existing ward boundary for Llandough would be retained. He thanked the Community Council for its representations which made a big difference in overturning the proposed merger with Cornerswell.

SPENCER DRIVE GRAFFITI

The graffiti that had been painted on the road surface at the entrance to Spencer Drive was completely unacceptable. He had reported to the Highways department and asked for this to be removed as soon as possible. If anybody had any details of who might be responsible, please come forward.

6. MATTERS ARISING FROM THE MINUTES.

Minute 4 – The Clerk reported that he had received an anonymous letter from a resident in relation to a parking issue that had been sent to Councillor Carroll and the local PCSO.

Minute 5.9 – A response from the HMRC remained outstanding.

Minute 9 – It was noted that one of the other community councils would nominate a representative to serve on the school governing body for Ysgol Pen-y-Garth.

7. MINUTES OF COMMITTEES AND WORKING PARTIES.

a) Allotments Working Party – 26 June 2021.

The minutes were received for consideration. The Council was advised that a specific decision was required in relation to the proposal to reduce the cost of vacant allotment plots in poor condition by 50% in the first year of the tenancy and to approve the cost of materials required for fencing and solar lights which would be installed by the Association. The Association had provided the cost of materials as follows:

- i) Fencing materials - £457.40 plus VAT
- ii) Solar Lights - £29.98 plus VAT

RESOLVED that:

- a) The minutes of the meeting be approved.
- b) The proposed reduction in allotment rent in relation to vacant plots that were in a poor cultivated state be not approved.
- c) The cost of materials for raising the height of both allotment gates and providing a solar light at each gate be approved.
- d) The Clerk to order the materials for use by the Association and on this occasion the normal requirement to obtain quotations for the fencing be waived as it had been selected specifically for the purpose of raising the height of the gates.

RESOLVED that: The minutes be noted.

b) Lewis Road Reserve Allotments Working Group – 1 July 2021.

RESOLVED that: The minutes be approved.

It was noted that an application to the Strong Communities Grant Fund for design costs for the site was not appropriate at this time.

c) Planning Sub-Committee – 5 July 2021.

RESOLVED that: The minutes be endorsed

d) Hall Management Committee – 5 July 2021.

RESOLVED that: The minutes be noted.

8. MEETING WITH VALE OF GLAMORGAN COUNCIL (AS) ON 9 JULY, 2021.

A written note of the meeting held on 9 July 2021 had been circulated with the agenda for the meeting. The purpose of the meeting was to discuss the Bird Sanctuary proposal, the flooding on the active tennis court, the location of the proposed climbing frame and the supply and installation of up to 3 picnic benches by the playground/MUGA area. Although AS was supportive of the Council's proposal for the Bird Sanctuary and the picnic benches, he would consider both matters in consultation with other colleagues and provide an update on the position at the earliest opportunity.

RESOLVED that:

- a) The position be noted for the time being.
- b) Upon receipt of the formal response from the Vale of Glamorgan Council, the Biodiversity Working Party be authorised to prepare a grant application in relation to the bird sanctuary for submission under the Local Places for Nature scheme with the possibility of the proposal being broadened out to encompass a nature reserve.

9. REPORT OF SITE INSPECTION HELD ON 25 JUNE, 2021.

A written report of the recent site inspection was received for the information of members. It was noted that Wales and the West Housing Association had cleared the reported overgrowth from the Corinthian Close flats and the Council's grounds contractor had been requested to undertake additional maintenance work. It was noted that repair work and re-painting would be required to some of the bench seats in the next financial year.

RESOLVED that: The report be noted.

10. COGAN PILL ROAD – LIGHTING.

A written update was received from the Neighbourhood Manager (Highway Maintenance) advising of comments that had been submitted to the planning officer on the application for housing development on land south of Llandough Hill and Penarth Road. He further advised that the relevant officer in his team had been requested to examine lighting improvements linked to the designation of Cogan Pill Road as a safe or active travel route which would need to be mindful of the position of bats that roost in the nearby trees. It was envisaged that lighting provision would be linked, if possible, to the costs for the developer of the site to fund.

A brief discussion took place about the possibility of the Community Council meeting some or all of the costs of lighting if it was not possible for these to be linked to developer costs but the view of the Council was that on the grounds of cost alone this was unlikely to be a feasible option.

RESOLVED that: Progress in relation to this matter be reviewed at regular intervals.

11. LETTER FROM LOCAL RESIDENT OUTLINING VARIOUS CONCERNS IN RELATION TO THE AREA OFF WILLOWMERE.

A letter was received from a local resident in relation to fly-tipping at the entrance road to Willowmere, the location of a storage container at the entrance and the continuing problem of water escape on Llandough Hill. It was noted that the deposited waste had been removed and that the Enforcement Team in the Vale of Glamorgan Council had been requested to resolve the unlawful location of the storage container at the entrance. The escape of water on Llandough Hill was a long-standing matter and the Highways department in discussion with Welsh Water were investigating the matter but a solution remained outstanding.

RESOLVED that: The Clerk respond to the local resident to advise of action being taken to address the matters.

12. SUMMER PLAYScheme, AUGUST 2021.

The Clerk informed the Council that arrangements were being made by the Vale of Glamorgan Council to hold a summer playscheme from 16-19 August 2021. The scheme would use the hall and the playing fields for the scheme.

RESOLVED that: The arrangements be noted.

13. OPERATION LONDON BRIDGE.

One Voice Wales had provided guidance on arrangements to assist the Council to consider in advance the implications the passing of HM Queen would have on its activities and what actions it wished to take when the event occurs.

RESOLVED that:

- a) A task and finish group be established to consider the guidance and report back to the Council with its recommendations.
- b) Membership of the Group to be Councillors Carreyett, Edwards and Gay.

14. PUBLIC SERVICE BOARD MEETING HELD ON 23 JUNE 2021.

A written report was received from Councillor Dr Misra who had attended the meeting. He summarised the key points that arose in the meeting and informed the Council that he had advised those present of the Community Council's commitment to becoming an age friendly community and of the survey that had recently been undertaken. Those present were very interested in the work being undertaken and he had agreed to share the results of the survey with the Public Service Board.

RESOLVED that: The report be noted.

15. VALE OF GLAMORGAN COUNCIL'S CLIMATE EMERGENCY CHARTER.

The Council was supplied with details of the suggestions made by the Environment and Amenities Committee in relation to actions that could be taken locally in support of the Charter.

RESOLVED that: All suggestions that were relevant and appropriate to be actively pursued.

16. QUEEN'S PLATINUM JUBILEE BEACONS – 2 - 5 JUNE 2022.

All Councils were being requested to consider taking part in the Platinum Jubilee Weekend of 2-5 June 2022 by arranging for a beacon to be located in the community and lit at the designated time period on 2 June 2022.

RESOLVED that: The matter be referred to the Environment and Amenities Committee for consideration.

17. STRONG COMMUNITIES GRANT FUND – PROPOSED FUNDING APPLICATION FOR A CLIMBING FRAME IN KING GEORGE V MEMORIAL PLAYING FIELDS.

The Clerk had provisionally submitted a grant application for the purchase and installation of a new climbing frame in the playing fields that had the support of the Vale of Glamorgan Council. The total cost of supply and installation was £16077 plus VAT. The Council had previously given its support in principle for the application to be submitted. The Clerk advised that the scheme criteria required applicants to make a contribution to the full cost of the scheme and it was suggested that a suitable contribution would be £3k which could be funded from unearmarked reserves.

It was also pointed out that should the application be successful then it would be necessary to consider arrangements for the inspection and maintenance of the climbing frame as well as any specific insurance implications involved. The Clerk advised that an option might be for the Council to offer to donate the climbing frame to the Vale of Glamorgan Council on the basis that they would arrange for its inspection, maintenance and insurance. At this stage it was premature to make any decision in this regard as it was unclear whether the funding application would be successful.

RESOLVED that: The submission of the funding application be endorsed and a proposed contribution of £3k towards the cost of the scheme be approved.

18. CONSULTATIONS.

The Council was advised of the current open consultations which were as follows:

- a) Welsh Government – Consultation on the community clerk qualification regulations.
- b) Welsh Government Consultation - The Corporate Joint Committee (General) (No.2) (Wales) Regulations 2021.
- c) Vale of Glamorgan Council – Statement of Principles for the Gambling Act 2005.
- d) Vale of Glamorgan Council – 20 mph speed limit.

RESOLVED that:

- a) A Task and Finish Group be set up to consider the consultations relating to Corporate Joint Committees and the 20-mph speed limit.
- b) Membership of the Group to be Councillors Barrowclough, Edwards, Mears and Dr Misra.
- c) The Group to report back to the next meeting of the Council with their suggestions for commenting on the consultations.

19. MEMBERS WHO ATTENDED MEETINGS OF OTHER BODIES.

Councillor Dr Misra reported that he had met with the Vale of Glamorgan Council's ICT representative to discuss arrangements for the installation of broadband in the Hall and the Council Chamber. A quotation for the supply and installation and ongoing rental was awaited.

20. BANK RECONCILIATION FOR THE PERIOD ENDING 30 JUNE 2021.

RESOLVED that: The bank reconciliation be approved.

21. EXAMINATION AND PAYMENT OF ACCOUNTS.

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

Payee	Amount	Description of Payment
P.R. Egan	26.50	Telephone Expenses
P.R. Egan	108.33	Rent Allowance
P.R. Egan	25.20	Car Allowance
Information Commissioner	40.00	Data Protection Fee
P and A Grounds Maintenance Limited	726.20	Grounds Maintenance June 2021
Vision ICT Limited	216.00	Hosted E-Mail Addresses 2021/22
Salaries, Wages and Income Tax	973.37	Aggregated Total
TOTAL	2,115.60	

22. PLANNING APPLICATIONS.

There were none to consider.

Signed..... Date: 16 September 2021
Chairman