

LLANDOUGH COMMUNITY COUNCIL

**MINUTES OF THE COUNCIL MEETING HELD ON A REMOTE BASIS ON
THURSDAY 24 MARCH 2022 AT 7.00PM.**

PRESENT

Councillor E. Penn (Chairman)
Councillor Mrs L. Barrowclough (Vice-Chairman)
Councillor Mrs P. Carreyett
Councillor M. Edwards
Councillor Mrs P. Gay
Councillor S. Jefferies
Councillor D. Mears
Councillor Dr M. Misra
Councillor P. King

APOLOGIES FOR ABSENCE

Councillor W. Williams

1. DECLARATION OF INTERESTS.

Councillor Mrs P. Carreyett declared an interest in relation to Minute 24.
Councillor M. Edwards declared an interest in relation to Minute 23.

2. MINUTES OF THE MEETING HELD ON 24 FEBRUARY 2022.

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

3. MEETING WITH THE POLICE.

There was no Police representative in attendance. PCSO Dawn Andrews had tendered her apologies for absence.

4. MEETING WITH COUNCILLOR G. CARROLL.

The following written report was received:

MUGA SWING GATE

The issue concerning the swing gate had been passed on to the Council, and they had confirmed they would carry out the necessary repairs.

LLANDOUGH HILL CONSTRUCTION TRAFFIC

He had a few complaints about construction vehicles using Llandough Hill. Obviously, this was not ideal as the route is not suitable for HGVs. He had spoken to Planning and they had agreed to contact the developers of the Leckwith Road site.

TUSCAN CLOSE ANTISOCIAL BEHAVIOUR

Some residents had contacted him about random vehicles using the car park at night. These vehicles did not appear to be owned by residents.

He had raised concerns with the PCSO who in turn contacted Wales & West. CCTV signage had now been installed which should hopefully act as a deterrent.

PENARTH ROAD CLOSURE

Penarth Road will be closed on Sunday as it forms part of the route for the Cardiff Half Marathon. A full map of the route and road closures was available online.

GARDEN WASTE COLLECTIONS

These have now resumed for the summer months.

VALE OF GLAMORGAN BRASS BAND

They were holding a fundraiser for the Ukraine relief efforts at 7.30pm on Monday 4th April. It will be held at All Saints Church in Barry.

5. MATTERS ARISING FROM THE MINUTES.

Minute 4.10 – It was reported that the new accessible swing had now been installed.

Minute 8 – There had been no interest shown by residents in relation to the Street Doctor's programme.

Minute 11 – The tree work had almost been completed. The Clerk reported that the householder living next to the village green had requested that the Council arrange for trees overhanging her garden and the electricity sub-station be cut back and the Clerk had requested a quotation for the work from Cwmnicoed.

Minute 13 – A further letter had been received from the local resident in relation to the cleaning of the pavement off Llandough Hill. It was uncertain as to what

she was referring to and Councillor Dr Misra agreed to meet with her to discuss her concerns. The Clerk would make the necessary arrangements.

Minute 14 – It was reported that the free tree would be delivered to Councillor Dr Misra and he with assistance from his neighbour would plant the tree near the redundant tennis court.

6. MINUTES OF WORKING PARTIES.

The minutes of the following meetings were considered.

a) Biodiversity Working Party – 9 March 2022.

RESOLVED that: The minutes be approved.

b) Lewis Road Reserve Allotments Working Party – 17 March 2022.

RESOLVED that: The minutes be approved.

Councillor King wished to record the appreciation of the Council to the Corbett Road Allotments Association volunteers for the excellent biodiversity work undertaken at the site.

7. REQUESTS FOR DONATIONS.

a) **Ty Hafan.**

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 £150 be made to Ty Hafan in support of its activities.

b) **Valeways.**

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 £25 be made to Valeways in support of its activities.

c) **Teenage Cancer Trust.**

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 the Teenage Cancer Trust in support of its activities.

8. INDEPENDENT REMUNERATION PANEL FOR WALES – ANNUAL REPORT 2022/23.

The Council gave consideration to the determinations contained in the Annual Report for 2022/23.

RESOLVED that:

- a) **Determination 45** – Consideration of whether payments for a senior role on the Council be deferred for consideration at the ordinary meeting of the Council in May 2022.
- b) **Determination 46** – Payment for travel costs relating to approved duties be implemented.
- c) **Determination 47** – Payment of reimbursement for subsistence rates be implemented.
- d) **Determination 48** – Financial loss compensation be implemented to apply in appropriate cases.
- e) **Determination 49** – The provision of attendance allowances be deferred for consideration at the ordinary meeting in May 2022.
- f) **Determinations 50 and 51** – The approval of a Chairman and Vice-Chairman allowance be deferred for consideration at the ordinary meeting in May 2022.

9. 'THE TOWN SQUARE' – PROVISION OF A BASE TO ENABLE PEOPLE TO WORK CLOSER TO HOME.

Consideration was briefly given to a new initiative designed to fund suitable accommodation to enable local people to work closer to home. It was considered that the only possible base in Llandough would be the Llandough War Memorial Hall.

RESOLVED that: The matter be referred to the Hall Management Committee for consideration.

10. MEMBERSHIP OF ONE VOICE WALES FOR 2022/23.

An invitation was received from One Voice Wales for the Council to renew its membership for 2022/23 at a cost of £329.

RESOLVED that: The invitation be accepted at a cost of £329.00.

11. PROCUREMENT OF AN AUTO-SPEED WATCH UNIT.

It was proposed that the Council take steps to procure an auto-speed unit as a means of calming the speed of traffic at agreed locations in the community. It was noted that the unit would record details of any speeding motorists including the registration plate enabling letters to be sent to the home address of the motorist advising them that they were recorded as speeding at a certain time and date. It was intended to act as a deterrent especially as the detail of repeat offenders would be passed on to the Police. It was uncertain as to how the letters would be sent to the home addresses of offenders and this would need to be ascertained. Other considerations related to the exact location of the units and the equipment maintenance arrangements required.

There was general agreement that the proposal should be further explored in conjunction with the Head of Highways and the Police.

RESOLVED that: A small working party be formed to comprise of Councillors S. Jefferies and Dr M. Misra tasked with investigating the proposal and reporting back to the Council.

12. RESULTS OF PARKING SURVEY TO INFORM THE POSSIBILITY OF IMPLEMENTING RESIDENTIAL PARKING ZONES ON THE DOCHWY ROAD ESTATE.

A brief report was received from councillors who had recently attended a briefing on the results of the recent parking survey conducted on behalf of the Vale of Glamorgan Council. Since the meeting on 18 March 2022 an analysis of the survey results had been received from the Head of Highways and circulated to all members of the council. The general conclusion reached on the results of the survey was that the problem of hospital staff and visitor parking on Estate roads was not as problematic as suggested by some local residents. It was agreed that support be given to a further survey being undertaken of parking issues in Spencer Drive and Lewis Road so as to capture a wider assessment of the issue. It was the general view of the council that before any action was taken in relation to residential parking zones a minimum number of resident responses should be obtained it being noted that there were many people who possibly did not respond to the first survey that opposed their introduction.

RESOLVED that:

a) As the data obtained from the recent survey of parking did not suggest that there was a pressing case for residential parking zones on the Dochdwy Road estate, it was preferable to defer any further action pending a survey of the parking issues in Spencer Drive and Lewis Road.

b) The Clerk write to the Cabinet Member with responsibility for highways requesting confirmation as to the timing of the survey of Spencer Drive and Lewis Road.

13. WELSH GOVERNMENT/WOODLAND TRUST – LOCATIONS FOR TREE PLANTING.

Communications were received from the Welsh Government and the Woodland Trust in relation to the identification of local sites for investment in tree planting.

RESOLVED that: The communications be noted.

14. AUDIT WALES – FUTURE WORK PROGRAMME.

A communication was received from Audit Wales inviting suggestions for consideration in relation to their future work programme.

RESOLVED that: The communication be noted.

15. REMOVAL OF DUMPED ITEMS OFF LLANDOUGH HILL.

It was reported that there were many items dumped off Llandough Hill that were difficult to remove as part of a local litter pick. On a related matter it was reported that items had been dumped at the entrance to the reserve allotment site in Lewis Road.

RESOLVED that:

- a) The Housing Association responsible for Willowmere be requested to remove the dumped items if it they were located on their land. (Councillor Carroll to provide the Clerk with details of his contact in the Housing Association).
- b) The Clerk to request the Council's grounds contractor to quote for the removal of the dumped items at the entrance to the reserve allotments site.

16. MEMBERS WHO ATTENDED MEETINGS OF OTHER BODIES.

Councillor Dr Misra gave a brief report on the following meetings he had attended. He had also e-mailed a brief written report of each meeting to all members.

- a) Police and Crime Commissioner Meeting – 1st March 2022.
- b) Public Service Board – 8 March 2022.

17. COMMUNITY DRAMA GROUP – INVOLVEMENT IN THE PLATINUM JUBILEE CELEBRATIONS.

The Chairman had received an e-mail from the organiser requesting involvement in the celebrations.

RESOLVED that: The request be referred to the Queen’s Platinum Anniversary Celebrations Working Party for consideration.

18. BANK RECONCILIATION FOR THE PERIOD ENDING 28 FEBRUARY 2022.

RESOLVED that: The bank reconciliation be approved.

19. EXAMINATION AND PAYMENT OF ACCOUNTS

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

Payee	Amount	Description of Payment
21 CC Group Limited	588.00	Beacon
Councillor M. Edwards	120.00	Basic Payment for Councillors
Councillor W. Williams	150.00	Basic Payment for Councillors
Councillor E. Penn	120.00	Basic Payment for Councillors
Councillor D. Mears	120.00	Basic Payment for Councillors
Councillor P. Gay	120.00	Basic Payment for Councillors
HMRC	120.00	Income Tax on Basic Payments
P.R. Egan	108.33	Rent Allowance
P.R. Egan	31.50	Car Allowance
Edge IT Systems Limited	338.40	Advantage Edge Software 2022/23
The Marquee and Furniture Co. Limited	245.76	Deposit for Marquees at Village Fete
Ace Site Services Limited	102.00	Repair hole in Tennis Court fence
P.R. Egan	9.69	Reimbursement - Gas Converter for Beacon
Dragon Play and Sports Limited	7,737.60	Accessible Swing for Playground
P.R. Egan (Jn Dee Limited)	27.96	Bunting for Village Fete
CPRW	20.00	Annual Membership
British Telecom plc	61.54	Broadband and Telephone, March 2022
Aggregated Sum for Salaries, Wages and Tax	1,337.57	
TOTAL	11,358.35	

20. PLANNING APPLICATIONS.

There were none.

21. 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 relating to personnel and contractual matters.

22. REQUEST FROM KY FOR PERMISSION TO KEEP A HEN HOUSE ON LAND SUBJECT TO A GRAZING LICENCE WITH THE COUNCIL.

Councillor M. Edwards declared a personal and prejudicial interest in the matter and left the meeting whilst the matter was under consideration.

A letter was received from the grazing licence holder requesting the retention of the hen house on land subject to the grazing licence with the Council.

RESOLVED that: The request be approved for the lifetime of the current grazing licence subject to the Clerk seeking advice from the Shared Regulatory Services team of the Vale of Glamorgan Council in relation to any conditions relating to the avoidance of the spread of avian flu that would apply in this context.

23. REVIEW OF THE HOURLY RATE OF CARETAKERS.

Councillor Mrs P. Carreyett declared a personal and prejudicial in this matter and left the meeting whilst the matter was under consideration.

RESOLVED that: In accordance with the annual pay award published by NALC and the SLCC the hourly rate of the Caretakers be increased to £9.62 backdated to 1st April 2021 (Linked to spinal column point 2 of the national scale),

24. REVIEW OF THE SALARY OF THE CLERK/RFO.

The Clerk left the meeting for this item and the next item in view of his declared personal interest in both matters.

RESOLVED that: In accordance with the annual pay award published by NALC and the SLCC the Clerk's annual salary be increased to £7731 per annum (Point 24 of the national pay scale) based on a 10.5 hour working week and backdated to 1st April 2021.

25. CLERK'S GRATUITY/PENSION.

RESOLVED that:

- a) In order to obtain legal advice on the contractual position relating to the gratuity Altralaw be engaged to advise the Council.
- b) A further report be made to the Council when the advice is received.

Signed..... Date: 21 April 2022
Chairman