

LLANDOUGH COMMUNITY COUNCIL

**MINUTES OF THE COUNCIL MEETING HELD ON A HYBRID BASIS ON
THURSDAY 25 APRIL 2024 AT 7.00pm.**

*(Some members attended in the Council Chamber and others from another location
using the Zoom Video Conferencing platform)*

PRESENT

Councillor Dr M. Misra (Chair)
Councillor B. Augustian
Councillor Mrs P. Carreyett
Councillor M. Edwards
Councillor C. Gibson
Councillor P. King
Councillor D. Mears
Councillor M. Stanyard-Jones

APOLOGIES FOR ABSENCE

There were none

1. DECLARATIONS OF PERSONAL AND PREJUDICIAL INTEREST.

There were none declared.

2. RESIGNATION OF COUNCILLOR.

The Chair reported that he had received a written resignation from Jo Byworth-Morgan which would have immediate effect. The Clerk would notify the Electoral Services team in the Vale of Glamorgan County Borough Council so that the process of filling the casual vacancy could be commenced.

RESOLVED that: A letter be sent to the former councillor thanking her for the excellent contribution she had made to the work of the Council.

**3. MEETING WITH EMMA GOODE, COST OF LIVING PROJECT
MANAGER, ONE VOICE WALES.**

The Chair welcomed Emma to the meeting. A presentation was made to the meeting on the scheme in which she outlined the following key points:

- A description of the extent of the crisis facing households
- The underlying causes of the current crisis

- The impact the crisis was having on households
- An outline of the actions that could be taken at the local level to support those in most need of support
- A description of the level of support that would be available from her team
- The results of the recent One Voice Wales survey
- Examples of support being provided by local councils
- An invitation for local councils to support activities for International Day of Older Persons and take part in a short video to highlight local practice as well as taking part in an online forum.

In the discussion that followed, a number of points were made:

- The Council would like to do more to support households but often there was little feedback from residents
- There was considerable difficulty in identifying a local volunteer driver to support the community transport scheme which prior to the pandemic had been highly successful
- It was suggested that the Council might usefully consider working more closely with hall users, the Church, the Legion Club and the Merrier Harrier to see how households could be better supported through joined-up concerted action. Also, to see if they had any suggestions about identifying a local volunteer driver
- The presentation made by Emma would be emailed to the Clerk and this could be used as a means of communicating with local partners and forming an agenda for joint discussions
- It was acknowledged that it might be necessary to source grant aid to support any initiatives.

The Chair thanked Emma for her excellent presentation.

4. MINUTES OF THE MEETING HELD ON 28 MARCH 2024.

RESOLVED that: The minutes of the meeting held on 28 March 2024 be confirmed as a correct record.

5. REPORT FROM THE POLICE.

A representative from the Police was not in attendance.

6. PUBLIC PARTICIPATION SESSION.

There were no members of the public in attendance.

7. MEETING WITH COUNCILLOR GEORGE CARROLL.

Councillor Carroll had provided the following written report:-

VALE OF GLAMORGAN COMMUNITY REVIEW

He was bitterly disappointed by the Commission's decision to reduce the number of councillors covering Llandough. This was a regressive move, which will impact the Community Council's ability to carry out its important work. He had made representations asking them to reconsider this, as did the Council. He found it frustrating these were ignored.

MERRIE HARRIER JUNCTION

Following the incident last week, he had again raised concerns with the Vale Council about the junction. To update:

- The Council were considering different options to address the problem.
- They had now undertaken traffic surveys of the junction.
- Detailed analysis would now take place to decide the optimum solution.

This was in addition to the telematic works being carried out on the pedestrian crossing.

BIRD FEEDING

He had received a few enquiries from residents about this. It was always done with the best of intentions but was important to be mindful of minimising the hygiene risks. Environmental Health had issued some advice which he had advertised.

LLANDOUGH HILL

A team had recently been sent out to carry out repairs and several potholes were filled. He had received complaints from residents that others were left without repair but this was because they did not meet the minimum depth thresholds. He had asked the Council to look again at their policy on this as it was frustrating to see the problem allowed to get worse before it was addressed.

VALE COUNCIL ISSUES

In recent weeks, he had attended several meetings of the Vale Council. This included the Corporate Performance and Resources Scrutiny Committee at which an overspend on a new cloud IT system was discussed. He also attended the Senior Management Appointment

Committee at which the appointments of a new Head of Legal and Director of Learning and Skills were discussed.

8. MATTERS ARISING FROM THE MINUTES.

There were none.

9. MINUTES OF COMMITTEES AND WORKING PARTIES.

The Council gave consideration to the minutes of the following committees and working parties:

Village Fete Working Party – 12 April 2024.

RESOLVED that: The minutes be approved.

It was noted that as former Councillor Byworth-Morgan would not be able to assist with the arrangements for the refreshments stall additional volunteers to assist Councillor Jefferies would be required. Councillors Carreyett and Gibson agreed to assist with the arrangements.

Allotments Working Party – 13 April 2024.

RESOLVED that:

- a) The minutes be approved.
- b) The Clerk to seek advice from the Vale Council's Ecologist in relation to the need to rejuvenate the perimeter hedge adjoining Corbett Road.
- c) Any scheme to rejuvenate the hedge would need to link with biodiversity measures which might pave the way for seeking possible grant support.

(A fire drill was held at this point in the meeting and no issues were identified for consideration).

10. CONSIDERATION OF AN ACTIVITY LINKED TO THE PLANNED COFFEE MORNING ON 24 MAY 2024.

Consideration was given to an activity to be included in the forthcoming coffee morning programme.

RESOLVED that:

- a) The will making company who wished to attend the fete be invited to attend.

- b) Regular hall users be invited to speak to those present at the coffee morning specifically regarding their group activities and joining requirements.
- c) The CAB be invited to attend a future coffee morning.
- d) Councillor Misra to consider arrangements for a quiz.

11. REQUESTS FOR DONATIONS.

- a) Kids Cancer Charity.

RESOLVED that: The application be noted.

- b) Llangollen Eisteddfod.

RESOLVED that: The application be noted.

12. FINAL PROPOSALS OF THE LOCAL GOVERNMENT DEMOCRACY AND BOUNDARY COMMISSION – COMMUNITY BOUNDARY REVIEW.

The final proposals of the Commission had been received and would now be submitted to the Welsh Government for consideration. It was noted that a period of six weeks was allowed for any community council to submit representations about the recommendations. It was noted that the proposal affecting the community council recommended the dissolution of the current councils for Llandough and Leckwith/Michaelston and a new Llandough and Cwrtyrala Council being formed comprising of three wards with Llandough having six councillors and one councillor each for the wards covering Leckwith and Michaelston.

Although the Council did not have any objections to the forming of the new Council it had major concerns about the significant reduction in councillors for each of the new wards which would severely impact on the ability of the new Council to effectively manage its affairs. There was also concern about the low level of representation in the Leckwith and Michaelston wards.

RESOLVED that:

- a) The Clerk to submit the same representations that were submitted to the Commission which had been ignored.
- b) The Clerk to confer with Councillor Carroll prior to the submission to the Welsh Government being finalised.

13. ONE VOICE WALES – INNOVATIVE PRACTICE CONFERENCE – 3 JULY 2024.

RESOLVED that: Councillor Dr Misra be nominated to attend subject to his availability.

14. CONTRIBUTION TO ONE VOICE WALES NEWSLETTER ON SERVICES TO OLDER PERSONS.

RESOLVED that: One Voice Wales be advised that the Council would be happy to contribute to the newsletter.

15. REPORT OF THE SITE INSPECTION HELD ON 5 APRIL 2024.

The report of the site inspection had been circulated with the agenda.

RESOLVED that:

- a) A meeting with the Vale Council's Footpaths officer be requested to discuss the location of the new footpath signpost that had been installed on the village green without prior consent.
- b) It be pointed out to the Footpaths Officer that the direction of the sign pointed walkers to access the footpath down Llandough Hill which did not have the benefit of a pavement.
- c) A photograph of the scrub land at the top of Llandough Hill be emailed to Councillor Carroll with a request that he seeks to arrange for the area to be cut back by the Vale of Council.
- d) If Councillor Carroll's action proves not to be successful, the Council's Grounds Contractor be requested to undertake the work on a chargeable basis.
- e) Consideration be given to the condition of the benches upon receipt of the proposal from the painter in relation to remedying the problem of flaking of paint from the wooden benches.

16. FOOTPATH RUNNING THROUGH BROOK GREEN.

It was reported that LM Building and Construction had inadvertently replaced the gravel section of the footpath with a concrete section. The contractor admitted that he had undertaken the work in error and would rectify the matter if required. He had not charged for the work that had been undertaken at his own cost.

RESOLVED that: The position be noted and no action be required to break up and replace the footpath section concerned and the position be kept under review.

17. COUNCIL STATUTORY TRAINING PLAN.

The Clerk referred to the commitments contained in the plan and reminded members to respond to emails about training webinars so that he could arrange for outstanding training.

RESOLVED that: Members to action as appropriate.

18. BENCH ON GRASSED AREA AT THE BOTTOM OF PENLAN RISE.

The Clerk had obtained two quotations for the refurbishment and painting of the bench. The quotations received were £390 and £350 respectively. It was considered that in view of the problem relating to the flaking of paint on other wooden benches it would be appropriate to obtain a quotation for replacing the wooden slats with recycled plastic slats which might be a better option.

RESOLVED that: The Clerk to obtain the estimated costs of replacing the wooden slats with recycled plastic slats.

19. ONE VOICE WALES – ANNUAL MEMBERSHIP 2024/25.

RESOLVED that: The invitation from One Voice Wales be accepted at a cost of £375.

20. MEMBERS WHO HAD ATTENDED MEETINGS OF OTHER BODIES.

The following reports were received:

- a) Community Liaison Committee – A written report was received from Councillor Dr Misra.
- b) One Voice Wales Area Committee – A written report was received from Councillor Dr Misra.
- c) PSB Exchange Meeting – A verbal report was received from the Clerk in relation to the recent meeting he had attended.

RESOLVED that: The written report of the Area Committee meeting be referred to the Environment and Amenities Committee for consideration.

21. AUDIT WALES – NOTICE OF CONCLUSION OF AUDIT FOR 2022/23.

The notice of conclusion of the audit had been received with an unqualified opinion on the accounts being notified. There was one recommendation for the Council to consider in relation to the reporting of the rent allowance payable to the Clerk being made annually through a form P11(D) as a payment in kind. It was recommended that

consideration be given to the allowance being paid via PAYE which was the preference of the HMRC. It was noted that the Clerk reported receipt of the allowance on his self-assessment tax submission but taxation only applied to part of the allowance as he was able to claim offsetting expenses for using his home as the official office of the Council. This would be difficult to achieve if the allowance was paid via PAYE.

RESOLVED that: The recommendation from Audit Wales be noted and current practice to continue in view of the taxation issues identified by the Clerk.

22. BANK RECONCILIATION AS AT 31 MARCH 2024.

RESOLVED that: The bank reconciliation be approved.

23. EXAMINATION AND PAYMENT OF ACCOUNTS.

RESOLVED that: The under-mentioned accounts be paid as indicated below:

Payee	Amount	Description of Payment
Marie Curie	100.00	Donation
Penarth Ministry Area	140.00	Flowers for Civic Service
P.R. Egan	125.29	Rent Allowance
P.R. Egan	50.00	Petty Cash
P and A Grounds Maint Limited	992.09	Grounds Maintenance March 2024
Lenn Morris Building and Construction	440.00	Replacement of Slabs, Footpath
J. Byworth-Morgan	64.80	Travel Expenses to Conference
Cooke and Arkwright	125.00	Allotment Rent
P.R. Egan	28.75	Telephone Expenses
Zurich Municipal	712.97	Insurance 2024/25
Zurich Municipal	19.60	Additional Cover for Contract Disputes
Thos Fattorini Limited	76.71	Staple for Badge of Office
Llandough and Leckwith WMI	1,212.04	Accommodation Charges 2023/24
BT Business	53.94	Broadband Charge
Amazon	55.96	Inkjet Cartridges
Cash Back Rebate	- 1.00	
Salaries and Wages Aggregated	1,932.08	
TOTAL	6,128.23	

Items shown in bold were paid on Council's Barclaycard

24. PLANNING APPLICATIONS

There were none.

25. EXCLUSION OF THE PRESS AND THE PUBLIC.

RESOLVED that: The press and the public be excluded from the next item of business due to the confidential nature of the business to be transacted.

26. MEDICAL REPORT – CARETAKER.

A report from the Occupational Health Service was considered the contents of which were noted. It was pointed out that the Caretaker would no longer be able to cut the grass at the side of the hall due to the weight of the lawnmower. The Clerk had sought a quotation from the Grounds Contractor to cut the grass and cut back overgrowth from neighbouring properties on a regular basis and he had agreed to undertake work free of charge.

RESOLVED that: The position be noted.

Signed..... Date: 30 May 2024
Chair