

LLANDOUGH COMMUNITY COUNCIL

**MINUTES OF THE COUNCIL MEETING HELD ON THURSDAY 18 JANUARY,
2018 AT 7.00PM IN THE COUNCIL CHAMBER.**

PRESENT

Councillor Mrs P. Carreyett (Vice-Chairman)
Councillor M. Edwards,
Councillor Mrs P. Gay
Councillor P. King
Councillor E. Penn
Councillor I. Williams
Councillor W. Williams

APOLOGIES FOR ABSENCE

Councillor B.C. Hill
Councillor Dr M. Misra

1. DECLARATIONS OF PERSONAL AND PREJUDICIAL INTEREST.

There were no declarations of interest reported at the meeting.

2. MINUTES OF THE MEETING HELD ON 14 DECEMBER, 2017.

RESOLVED that: The minutes be approved and signed by the Chairman.

3. COUNCILLOR B.C. HILL – ONGOING ABSENCE.

Councillor Hill had not attended a meeting since 27 July, 2017 due to ill-health. Consideration was given to approving his absence enabling him to continue as a Councillor up and until 25 August, 2018.

RESOLVED that: Councillor B.C. Hill's continuing absence be approved enabling him to continue in office up to 25 August, 2018.

4. MEETING WITH THE POLICE.

The Police were not present. Only one matter was raised concerning obstructive parking by a vehicle at the junction of Spencer Drive and Penlan Road. The Clerk was asked to report the matter to the Police.

5. MEETING WITH COUNCILLOR G.D. CARROLL.

The Vice-Chairman welcomed Councillor Carroll to the meeting.

- a) He informed Councillors that he would be taking up the need for a pavement on Llandough Hill with the Vale officers.

- b) Double yellow lines had been introduced on Penlan Road in accordance with the approved plan. It was noted that there was a short section without lines that may have been due to a car being parked at this location when the highway contractors had undertaken the work. There was also another longer section without yellow lines which was not part of the approved plans and following discussion it was not considered desirable to request that this section be added to the restrictions as it was located on the wider section of Penlan Road and served the purpose of slowing up traffic.
- c) In response to a question, Councillor Carroll explained that his newsletter was prepared by the campaign staff but was based on material he supplied and that he always checked the final proof prior to publication.
- d) He would follow up the matter of white lines requiring refreshing in Spencer Drive.

6. MATTERS ARISING FROM THE MINUTES.

Minute 7 – The Clerk would be meeting SMART Associates on 25 January to discuss the preparation of a specification for resolving the slippery surface of the Brook Green footbridge and for dealing with the underground water leak by the bench.

Minute 18(a) – Based on advice from the Rambler’s Association, the Clerk had reported the footpath blockage to the Vale of Glamorgan Council’s Footpaths Officer.

7. MINUTES OF THE COMMUNITY ENGAGEMENT WORKING PARTY’S MEETING WITH REGULAR HALL USERS HELD ON 11 JANUARY, 2018.

The Council considered the content of the minutes of the meeting specifically the requests that had been made from two of the groups represented for financial support for their activities. One Councillor suggested that it would not be appropriate to consider the two requests in isolation from funding requirements of other local organisations and that it might be better for the Council to establish a community development fund and invite all local organisations to submit bids for funding at set times during the year. Organisations could be asked to provide their accounts as evidence of the need for grant support. The Council also gave consideration to the suggestion that the Council fund a local emergency first aid course for local groups to attend.

RESOLVED that:

- a) The Clerk to present a report to the Policy and Resources Committee to include a proposed new grants and donations policy for consideration.
- b) The Committee be asked to consider establishing a community development fund of around £3000 to support the policy.
- c) Agreement in principle be given to the Council funding an emergency aid first course provided subject to it being directly linked to the training required for the defibrillator that was subject to funding support from the Big Lottery (Wales) fund.

8. INFORMATIVE SUMMARY OF OLD BUILDINGS/MONUMENTS.

Consideration was given to the commissioning of a local historian (Mr. TD) to prepare an information pack with photographs of up to 12 old buildings/monuments in Llandough based on information supplied by the Council. The format of the pack would need to be suitable for updating on the website and for display at the planned open day in April, 2018. It was proposed that a fee of £300 be offered for the work.

RESOLVED that: Mr. TD be invited to undertake the work at a fee of £300 based on materials and a briefing provided by Councillor Edwards.

9. TIME LIMITED RESIDENTIAL PARKING ZONES ON ROADS IN LLANDOUGH.

It was proposed that a request be submitted to the Vale of Glamorgan Council for time limited residential parking zones to be introduced to reflect the difficulties being experienced by local residents in relation to hospital staff and visitor parking on residential roads. It was noted that this arrangement would be supported by the UHB's Management staff.

Llandough Hospital was the second largest hospital in Wales and the current problems would be further exacerbated when the Rookwood Unit was located at the hospital. It was noted that the response from highway engineers would be to refer to the fact that the Vale of Glamorgan Council had never introduced residential parking zones in its area and that the majority of residents had driveways that they could use. It was also noted that if introduced, local residents would need to purchase residential parking badges.

RESOLVED that:

- a) The Clerk prepare a draft letter to the Vale of Glamorgan Council formally requesting consideration of time limited residential parking zones and to provide information about the implications for residents in purchasing parking badges.
- b) The Clerk to circulate the draft letter to Councillors for comments prior to being finalised.
- c) A copy of the finalised letter be forwarded to Councillor G. Carroll.

10. APPLICATIONS FOR DONATIONS.

- a) Eisteddfod Genedlaethol Urdd Gobaith Cymru

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 GRANT of £75 be made to Urdd Gobaith Cymru.

- b) Llangollen International Musical Eisteddfod.

RESOLVED that: The application be noted.

11. LAW COMMISSION – REVIEW OF PLANNING LAW IN WALES.

Councillor W. Williams had reviewed the consultation document which examined the results of a review of the planning system in Wales. Of particular note were the following matters: -

- Need for a new planning code
- A range of recommendations to the Welsh Government relating to the need to more effectively police unlawful tipping and incidence of graffiti
- The Welsh language should be a material consideration in relation to planning matters

RESOLVED that: Councillor W. Williams to circulate a summary of the consultation to all Councillors for information.

12. PROPOSED MULTI USER GAMES AREA – KING GEORGE V MEMORIAL PLAYING FIELDS.

The Clerk reported that the S106 officer from the Vale of Glamorgan Council had requested a meeting with Councillors and Councillor Carroll to discuss the use of S106 funding of £19k obtained from the Canon Walk developers. She was aware that the Community Council would like to support the development of a MUGA facility but pointed out that the costs involved were much higher than the level of the S106 funding. As requested at the previous Council meeting, the Clerk had researched the possibility of some of the required funding being serviced by a loan which would require loan sanction from the Welsh Government. He gave an example of a sum of £40k borrowed over 20 years requiring an annual repayment of £2514.

RESOLVED that:

- a) The Clerk to arrange a meeting with the S106 officer and Councillor Carroll with all Community Councillors being invited to attend.
- b) Depending on the outcome of the meeting, the matter of funding a MUGA facility be considered at a future meeting of the Council.

13. VALE OF GLAMORGAN COUNCIL'S 2018/19 BUDGET CONSULTATION.

A draft response prepared by the Task and Finish Group of Councillors was presented for consideration. A number of amendments were proposed and accepted relating to the need to refer to 'adult' sporting groups and minor changes to the section on levying of car parking charges.

RESOLVED that: Subject to the approved changes, the Clerk be authorised to submit the views of the Council to the Vale of Glamorgan Council.

14. CONTENT OF FEBRUARY 2018 NEWSLETTER.

RESOLVED that: The Newsletter to include the following items –

- Date of Litter Pick

- April open morning
- Update on MUGA facility
- Conclusions from community engagement survey
- Availability of the Hall
- Allotments
- Best wishes for St David's Day
- Car Parking issues
- List of Council's achievements in 2017

15. ONE VOICE WALES STAKEHOLDER CONFERENCE AND AWARDS CEREMONY – 29 MARCH, 2018.

Consideration was given to nominating Councillors to attend given that the Council was submitting an application for an award under the community engagement category.

RESOLVED that: Councillor Dr M. Misra and W. Williams be nominated to attend and their reasonable expenses be reimbursed.

16. TRAINING OPPORTUNITIES – PLANNING AID WALES.

The Clerk advised of two training opportunities available, these being: -

- a) New Planning Code – 6 February, 2018 (Free event).
- b) Community Led Housing – Network Event – 23 January, 2018.

RESOLVED that: Councillor I. Williams to advise the Clerk of his availability to attend the event on 6 February, 2018.

17. TRAINING OPPORTUNITIES – ONE VOICE WALES.

RESOLVED that: Subject to his availability, Councillor W. Williams to attend the training event on understanding the law.

18. LIGHTING OF BONFIRES – CORBETT ROAD ALLOTMENTS.

The Council was informed of two recent incidents where bonfires lit at the site had caused significant problems for older patients in the Llanfair Unit. The Clerk had arranged with the Allotments Association for them to notify tenants that there was now a temporary ban in place pending discussions at the forthcoming Allotments Working Party.

RESOLVED that: The matter be referred to the Allotments Working Party for consideration.

19. COMMUNICATION FROM THE INDEPENDENT REVIEW PANEL – REVIEW OF THE COMMUNITY AND TOWN COUNCIL SECTOR.

A communication was received from the Panel updating Councils on progress in relation to the review as well as providing an opportunity for Councils to meet with representatives of the Panel.

RESOLVED that: An invitation be made to the Panel to meet with community councillors.

20. PLANNING APPLICATIONS.

There were none.

21. MEMBERS WHO HAD ATTENDED MEETINGS OF OTHER BODIES.

There were no reports.

22. WELSH GOVERNMENT CONSULTATIONS.

The Clerk informed the Council of the latest consultation relating to public toilets.

RESOLVED that: The consultation be noted.

23. BANK RECONCILIATION AS AT 31 DECEMBER, 2017.

RESOLVED that: The bank reconciliation be approved.

24. EXAMINATION AND PAYMENT OF ACCOUNTS.

RESOLVED that: The schedule of payments prepared by the Clerk be approved and the following payments be made: -

Payee	Amount	Description of Payment
Llandough Thursday Club	80.00	Donation
P.R. Egan (McAfee)	94.99	Re-newal of Anti-Virus Software
The Royal British Legion	50.00	Wreaths
EVCT	68.30	Transport Charges, October 2017
P.R. Egan	28.00	Telephone Expenses
Ysgol Pen-y-Garth	100.00	Donation
Llandough Primary School	100.00	Donation

P.R. Egan	98.33	Rent Allowance
P.R. Egan	65.87	Refreshments/Raffle Prizes
P.R. Egan	40.00	Petty Cash
Diamond Cleaning Company	48.00	Cleaning Brook Green Bridge
C. Carreyett	170.00	Christmas Trees
P.R. Egan	37.80	Car Allowance
SLCC	108.00	Annual Membership Fee 2018
Salaries, Wages and Income Tax	1,203.41	Combined Total for all Employees
TOTAL	2,292.70	

25. EXCLUSION OF THE PRESS AND THE PUBLIC.

RESOLVED that: In view of the confidential nature of the business to be transacted as it relates to commercially sensitive matters, the press and the public be excluded from the consideration of the next item of business.

26. CONTRACT FOR GROUNDS MAINTENANCE 2018-2021.

The Clerk had invited the six approved contractors to provide quotations for the 3-year contract but only 3 had submitted the quotations with supporting documentation. The Clerk provided a written analysis of the quotations received covering quoted prices for the contract, quoted prices for the one-off levelling work at the Corbett Road allotments site and details of the contractor’s insurance provision, risk assessments, staff training, weedkilling certificates and references.

RESOLVED that: The contract for the 3-year grounds maintenance contract as well as the levelling work at the Corbett Road allotments site be offered to P and A Grounds Maintenance at the prices quoted in their submission.

Signed
Chairman

22 February, 2018