

LLANDOUGH COMMUNITY COUNCIL

**MINUTES OF THE COUNCIL MEETING HELD ON THURSDAY 26 APRIL, 2018
AT 7.00PM IN THE COUNCIL CHAMBER.**

PRESENT

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

APOLOGIES FOR ABSENCE

Councillor B.C. Hill
Councillor Wyn Williams

1. DECLARATIONS OF PERSONAL AND PREJUDICIAL INTEREST.

The following declarations of personal and prejudicial interest were made: -

Councillor Dr M. Misra – Pre-Application Consultation relating to Land North of Leckwith Road

Councillor I. Williams - Pre-Application Consultation relating to Land North of Leckwith Road

Councillor P. King – All matters relating to planning applications and pre-application consultations scheduled on the agenda.

2. MINUTES OF THE MEETING HELD ON 29 MARCH, 2018.

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

3. MEETING WITH THE POLICE.

The Chairman welcomed PC Emma Mudie to the meeting. The following report was received in relation to reported crimes for March, 2018.

Hospital – 4 violence with injury; 1 violence without injury; 2 vehicle offences; 1 criminal damage and 1 public order offence

Village – Attempted burglary in Spencer Drive and a theft/landlord dispute in Cogan Pill flats.

It was reported that in recent months, there was a mini burglary crime wave in the Eastern Vale. In the Vale, knife crime had increased mainly in the town areas. The Police was focussing on school's education programmes in this regard.

4. MEETING WITH COUNCILLOR G. CARROLL.

Councillor Carroll was unable to attend due to another commitment but had provided the following report for the information of the Council.

'Lewis Road Garages - I have received correspondence on this from both the Community Council and residents. I was not made aware of the plans in advance and have raised concerns with the officer responsible. While I don't want to make promises I cannot keep - I have asked for the garages to be replaced - should it be necessary for them to be demolished. At the very least - I have asked for an extension to be granted to the notice period - and have been told this should be fine - but they will double check the plans and get back to me.

Pre- application consultation for land North of Leckwith Road - I consider this site to be wholly unsuitable for the 49 flats proposed and have made this known to the applicants. I met with representatives from Geraint John Planning on Monday - and expressed deep concerns regarding access, the density of the dwellings and lack of amenities. I also believe the plans to be contrary to the LDP - because while the site was included - it was proposed that 8 houses would be built on the site rather than the 49 mentioned. I have already met with residents regarding the proposals - and am working alongside them to object. I also look forward to attending tomorrow's meeting at the Royal British Legion - being held in conjunction with the Community Council and PACT team.

Llandough Hospital Trees - I have been chasing this issue on behalf of residents of Spencer Drive. Staff illness meant this was not actioned immediately following my meeting in February - but the Health Board confirmed a tree surgeon was set to inspect last week. I'm still awaiting an update following this - and will keep pushing for the trees to be cut back as agreed so they do not encroach onto residents' property.

LED streetlighting - I have received no further reports of problems other than those highlighted at last month's meeting. I asked a question at Full Council yesterday and will continue to work with residents affected to try and resolve any issues.

Community litter pick - it was a pleasure to take part - and thank you to the Community Council for organising. It was good to see it well attended and it clearly made a big difference to the local environment.'

RESOLVED that: The report be noted.

5. MATTERS ARISING FROM THE MINUTES.

Minute 3 – PCSO Mallins had advised that she was unable to change the composition of the crime report but would endeavour to highlight crimes relating to the village.

Minute 18 – Mr KY was happy to accept the renewal of the grazing licence on the terms offered and Councillor W. Williams and the Clerk would be meeting with him in June to take matters forward.

6. MINUTES OF WORKING PARTIES.

Historical Records Working Party – 16 April, 2018

RESOLVED that: The minutes be approved. (It was noted that Mr TD considered that a payment of £50 rather than £300 was acceptable for the research he had undertaken for the Council).

Village Fete Working Party – 24 April, 2018

RESOLVED that: The minutes be approved.

7. WORKS TO IMPROVE THE SAFETY OF THE BROOK GREEN FOOTBRIDGE AND FOOTPATH.

The Clerk informed the Council of the solution recommended by the Surveyor for dealing with the slippery surface of the footbridge and also the solution for remedying the water leak on the footpath. A specification had been prepared for both items of work and three competitive quotations had been invited. Once received, the Council would be required to consider the quotations and reach a decision on the contractor to be given the work. The Surveyor had advised that including his Company's professional fees, the guide price would be £10k plus VAT. This was some £3k in excess of budgetary provision. Depending on the outcome of the process it might be necessary to vire funds from another budget heading to cover the additional costs.

It was suggested that in relation to the specification for the footbridge works, the screws used to fix the non-slip sheets should be non-reversible.

RESOLVED that:

- a) The position be noted.
- b) The Surveyor be asked to include the use of non-reversible screws in the specification.

8. ANNUAL REPORT OF THE INDEPENDENT REMUNERATION PANEL FOR WALES 2018.

The Clerk informed the Council that it was necessary for it to determine whether to approve the discretionary elements of the determinations contained in the Annual Report. It was noted that the basic allowance of £150 pa was mandatory and would be paid to all members unless individually any of them chose to opt out in writing.

RESOLVED that:

- a) **Determination 47** – A senior allowance to specified members be not paid.

- b) **Determination 48** – The payment for travel costs be paid to members when travelling on official business of the Council.
- c) **Determination 49** – Subsistence payments be made when appropriate.
- d) **Determination 50** – Financial loss compensation be paid when appropriate.
- e) **Determination 52** – Up to £500 be made available if required by the Chairman to be paid as an allowance.
- f) **Determination 53** – Up to £150 be made available if required by the Vice-Chairman to be paid as an allowance.

9. LEWIS ROAD GARAGE – NOTICE TO QUIT.

The Council had a range of items stored in the garage including essential items for the annual village fete. The Vale of Glamorgan Council had recently served a notice to quit on the Council requiring all items to be removed and keys handed back by 7 May, 2018 as the garages were to be demolished based on health and safety grounds and economic outlay. The Clerk had taken the matter up with Councillor Carroll as to remove all items from the garage by the designated date would be very difficult as it allowed insufficient time to consider alternative storage. Councillor Carroll had indicated in his response that a deferral of the deadline for clearance was fine and that he would advise further when he was advised of the period of the extension.

It was considered necessary for a small group of Councillors with the Clerk to arrange to clear out the garage at the earliest opportunity. The disposal of any items would require the purchase of a licence from the Vale of Glamorgan Council to deposit items in the Council's Waste Disposal site. It was also considered necessary to purchase a storage unit to be located in the grounds of Llandough War Memorial Hall to store some of the items required for the village fete. It was noted that the Council had paid rent in advance for the garage and a refund would need to be requested.

RESOLVED that:

- a) Councillors Gay, Dr Misra, King and Penn with the Clerk to arrange to remove items from the garage at the earliest opportunity.
- b) The Clerk to purchase a lockable storage container to be located in the grounds of the Llandough War Memorial Hall for storage of suitable items required for the village fete.
- c) The Council to meet the costs of the purchase of a licence to enable surplus items to be deposited at the Vale of Glamorgan Council's Waste Disposal Site in Barry.
- d) The Clerk to request a refund from the Vale of Glamorgan Council for rent paid in advance.

10. PROPOSED MUGA FACILITY, KING GEORGE V MEMORIAL PLAYING FIELDS.

The Clerk had received a communication from the S106 Planning Officer as follows: -

'Following our meeting I just wanted to provide you with an update. I apologise for the delay I thought I had sent this on to you already. The Council's Landscape Architect,

Gareth Phillips, has taken a look at the existing tennis court. He has advised the following:

It is really difficult to provide a cost estimate for upgrading this area to a multi-use games area as further detailed ground investigation work is required by engineers. Without the substantial flooding issue here, I would have thought a budget of about £70,000 -£75,000 would have been appropriate (including upgrading the path to courts). However, with the drainage issues and subsidence I think you could probably add another £40k+ to this figure, possibly more.

If you are thinking of moving forward with this I would consider reducing the size of the surfaced area. At the moment it is 35m x17m (595m²) This could be reduced to say 24m x 16m (384m²) or possibly even smaller (the MUGA in Gladstone is 33m x about 13m)

However, given the scale of the issue here you could consider installing a new multi-use games area on the playing fields away from this location, possibly next to the woods. A medium size MUGA 24m x 16m (384m²) to a high specification would cost in the region of £75,000. This would obviously need to be agreed with the Parks Department.

In summary, I do wonder whether it would be a significant risk and cost to put a new multi-use games area in this area as it is subject to such heavy flooding and due to the ambiguity regarding the future of the natural spring. I would welcome the Community Council's views on this matter.'

RESOLVED that:

- a) The Clerk to arrange a meeting on site with the S106 Planning Officer, Landscape Architect and D. Knevett (or his representative) to examine an alternative location within the playing fields.
- b) All Councillors to be invited to the meeting.
- c) The importance of seeking the views of neighbours be noted should a location be determined that was close to adjoining properties

11. UPGRADING OF COUNCIL'S WEBSITE.

The Clerk had been in communication with Vision ICT and had provided them with the preferred site plan for the website. In view of the more extensive nature of changes required, the Company had revised its quotation to £875. The Clerk had advised the Company to hold off on undertaking any work until the Council had considered the revised quotation. However, a week or so after he had advised the Company to hold off, they had sent him a proposed re-design for the site with a request for additional information. The work undertaken was very good and the Clerk and the Chairman considered that the new site would be far more effective in attracting users to the website. The Clerk spoke to one of the Directors about the work being undertaken without authority which he apologised for and indicated that he would be prepared to negotiate a revised quotation. The Council was asked to agree what it would be prepared to pay for the enhanced website.

RESOLVED that: The Clerk be authorised to negotiate for a price of up to £600 plus VAT.

12. REVIEW PROCESS FOR TRANSPORT NETWORK STUDIES AT DINAS POWYS.

The Director of Environment and Housing Services had written to the Clerk advising of the current position regarding the formation of the Review Group. He indicated that if the scope of the study extended to areas outside Dinas Powys the Cabinet was likely to consider the inclusion of other community councils in the Review Group. It was understood that this was likely and the Community Council might be offered a place on the Group.

RESOLVED that: The matter be re-considered on receipt of a further communication from the Director.

13. COMMUNICATION FROM JG, SPENCER DRIVE.

A further communication had been received from the local resident indicated her concern about the cost of resident parking permits and the impact on residents due to inconsiderate car parking by Hospital staff and visitors. She hoped that residents would be consulted in the preparation of a car parking strategy for the community.

RESOLVED that: The resident be informed that the Community Council would be consulted on the Strategy in due course and that the views of residents would be taken into account.

14. UK PARLIAMENT WEEK.

The Clerk advised that in order to obtain the free pack it was necessary for the Council to prepare a detailed proposal in advance.

RESOLVED that: No further action be taken in the matter.

15. PROTOCOL FOR E-MAIL ENGAGEMENT BETWEEN MEMBERS ON MATTERS DUE FOR CONSIDERATION BY THE COUNCIL OR COMMITTEES.

A general discussion took place in relation to some of the issues that could arise through e-mail exchanges between meetings.

RESOLVED that: The Clerk to draft guidance and issue to members in this regard.

16. ONE VOICE WALES TRAINING PROGRAMME.

RESOLVED that: Receipt of the training programme be noted on this occasion.

17. MEMBERS WHO HAD ATTENDED MEETINGS OF OTHER BODIES.

- a) Pen-y-Garth School – Members were pleased to note that following a ballot, Councillor I. Williams had been appointed to serve as the minor authority representative on the Governing Body.
- b) Governor’s Open Day (Llandough Primary School) – Councillor Penn had attended the open day and had been highly impressed in relation of what the school now offered pupils as well as its forward direction.
- c) Meeting with Headteacher (Llandough Primary School) – Councillor Dr Misra had met with the Headteacher on 19 April, 2018. A copy of the notes of the meeting would be circulated to Councillors.

18. REQUEST FROM H. BARRATT (PODIATRIST).

A request was received from this Canton based Clinic to pay for advertising in the Newsletter. There was no support for the request on this basis but it was suggested by the Clerk that there might be some merit in having an additional section on the website for advertisers who would be required pay an annual fee for their business to be featured.

RESOLVED that:

- a) The Clerk to make enquiries with Vision ICT to see if it would be possible to include an additional section on the enhanced website for business advertisers.
- b) The Vale of Glamorgan Council be requested to provide its policy on website advertising to inform the consideration by the Community Council.

19. BANK RECONCILIATION AS AT 31 MARCH, 2018.

RESOLVED that: The bank reconciliation be approved.

20. 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
Councillor P. Gay	9.90	Travel Expenses
Came and Company	365.00	Insurance 2018/19
Wales Air Ambulance	75.00	Donation
Llandough Hospital Orchard Project	100.00	Donation
Caerphilly Skip Hire	250.00	Hire of Skip for Allotments
P.R. Egan	98.33	Rent Allowance

P.R. Egan	20.00	Petty Cash
Wales CRC Limited	114.00	Allotment Plot Markers
P and A Grounds Maintenance Limited	573.74	Grounds Maintenance March 2018
EVCT	92.10	Transport Charges
Councillor P. Gay	80.00	Councillor Basic Allowance 2017/18
Councillor W. Williams	80.00	Councillor Basic Allowance 2017/18
HMRC	40.00	Income Tax
P.R. Egan (Istock Limited)	8.40	Photo for Website
Llandough and Leckwith WMI	857.93	Accommodation Charge 2018/19
N. Fowler	50.00	Delivery of Newsletter
Cooke and Arkwright	125.00	Allotment Rent
Llandough and Leckwith WMI	85.00	Payment of Rent for TOTs Group
P.R. Egan (Viking Direct)	51.48	Stationery
Parish of Penarth and Llandough	105.00	Flowers for Civic Service
T. Dawkes	50.00	Historical Work
P.R. Egan	40.00	Petty Cash
P.R. Egan	31.50	Car Allowance
Welsh Water	20.16	Allotment Water Charges
L. Deacon	125.00	Printing of Civic Service Leaflets
P.R. Egan	28.00	Telephone Expenses
Salaries, Wages and Income Tax	913.41	Aggregated Total
TOTAL	4,388.95	

21. PLANNING APPLICATIONS.

(Councillor P. King having declared a personal and prejudicial interest in all planning applications left the meeting at this point and took no part in the discussion and voting on any of the planning applications considered below).

Application No 2018/00367 – Side Garden of Glenview, 99 Penlan Road – Variation of Condition 2 to alter pitch of roof and to include open gables.

RESOLVED that: No comments be made on the application.

Application No. 2018/00406 – 10 Greenway Close – Erection of Single Floor Extension to Rear, Conversion of Existing Garage to living accommodation including roof alteration and extensions to rear and front.

RESOLVED that: No comments be made on the application.

Pre-Application Consultation – Land North of Leckwith Road.

(Councillors Dr Misra and I Williams having declared a personal and prejudicial interest in this matter left the meeting at this point and took no part in the discussion and voting on the pre-application consultation).

RESOLVED that: The proposed application be strongly opposed on the following grounds: -

- a) The proposal represented a significant over-development on a restricted site and the apartment density was far too high for the location.
- b) The proposal is unneighbourly and would not fit in with the general environment of the adjoining area.
- c) It is understood that there might be existing drainage restrictions relating to the site which could impact on the development and possibly have an adverse impact on the adjoining properties.
- d) There is insufficient parking and amenity space identified in the proposal.
- e) The scale and size of the proposed development is far too great and overbearing and is totally unsuitable for this location.

Signed

24 May, 2018