

LLANDOUGH COMMUNITY COUNCIL

**MINUTES OF THE COUNCIL MEETING HELD ON THURSDAY 24 MAY, 2018 AT
7.00PM IN THE COUNCIL CHAMBER.**

PRESENT

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

APOLOGIES FOR ABSENCE

Councillor B.C. Hill
Councillor Dr M. Misra
Councillor Wyn Williams

1. DECLARATIONS OF PERSONAL AND PREJUDICIAL INTEREST.

There were none.

2. MINUTES OF THE MEETING HELD ON 26 APRIL, 2018.

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

3. MINUTES OF THE ANNUAL MEETING HELD ON 9 MAY, 2018.

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

4. MEETING WITH THE POLICE.

There was no representative from the Police in attendance. It was agreed that an issue concerning evidence of a rough sleeper in the wooded area off the playing fields be referred to the Police.

5. MEETING WITH COUNCILLOR G. CARROLL.

Councillor Carroll was not available at this point in the meeting but had submitted a written report as follows: -

Lewis Road Playing Fields – He had received reports of flooding and raised this with Leisure Services. The cause appeared to be the fact the surface is concrete - with very little soil above. The officers were investigating potential solutions but were unsure as to how they would be able to tackle the issue.

Lewis Road Garages – He had raised several concerns with Visible Services about the lack of communication with residents. They had agreed to extend the notice period

- but he was not convinced that all options had been considered. He did not want them to proceed with demolition if repair/replacement was possible - and he would be meeting officers on site to discuss. A date for the meeting had not yet been set but he was hopeful that this would take place within the next fortnight.

Planning on Leckwith Road – He had submitted his objections - as had other residents. He had not had any further communication from Geraint John Planning since - other than to ask for clarification on a few points.

Hospital trees backing onto Spencer Drive - the works had now been carried out to cut these back, but residents were dissatisfied with the level of work carried out. He had passed these concerns onto the Health Board and had also asked Planning to take a look.

Canon Walk Gate – It was noted that the new gate would be funded from S106 funds. This allocation was separate from that put aside for the MUGA facility. One member questioned the standard of the gate installation.

6. MATTERS ARISING FROM THE MINUTES.

Minute 7 – The Clerk informed the Council that the deadline for receipt of quotations for the works to the Brook Green footbridge and path was 5 June, 2018.

Minute 8 – It was agreed that the Clerk would send opt out notices to all Councillors for return to him by 8 June, 2018 in the case of members not wishing to receive the basic allowance.

Minute 9 – The storage container to be located at the rear of the Hall had been received and a skip had been ordered for 10.00am on 4 June, 2018 to enable Councillors with the Clerk to clear out the garage.

Minute 11 – The Clerk had negotiated a reduced price of £600 plus VAT for the enhancement of the website.

7. MINUTES OF COMMITTEES AND WORKING PARTIES.

Planning Sub-Committee – 9 May, 2018.

RESOLVED that: The minutes be noted.

Allotments Working Party – 12 May, 2018.

RESOLVED that:

- a) The minutes be approved.
- b) Approval be given to the new bonfire rules that had been appended to the minutes.
- c) Approval be given to the ordering of two large builder skips to enable full clearance of rubbish from the site.

- d) The request from LF be noted and the approach to be adopted in responding to the request be as suggested by the Secretary of the Allotments Association.

Hall Management Committee – 21 May, 2018.

RESOLVED that: The minutes be noted.

8. PROPOSED MUGA FACILITY IN THE PLAYING FIELDS.

The Council was provided with a note of a meeting with Vale of Glamorgan officials held on 14 May, 2018. The meeting had been very positive and a possible site within the playing fields had been identified. The actions agreed at the meeting were as follows: -

- a) The Vale of Glamorgan Council would provide a number of options for a MUGA facility with associated costings.
- b) The location would need to account for the evidence of Japanese Knotweed in the adjoining woodland area.
- c) The Community Council to consider whether it wished to conduct an element of community engagement with householders in Lewis Road.
- d) It was hoped that if the Community Council funded the MUGA facility, the Vale of Glamorgan Council would accept responsibility for its future maintenance.
- e) Based on the costing information provided by the Vale of Glamorgan Council, the Council to agree a grant application to the strong communities' grant scheme at its meeting on 28 June, 2018.

RESOLVED that: Following receipt of the guidance from the Vale of Glamorgan Council, Councillor I. Williams to prepare a draft grant application to the Strong Communities Fund for approval at the next meeting of the Council.

9. COMMUNICATION FROM BS REGARDING 20 MPH SPEED LIMIT.

A communication had been received from Mr. BS in relation to sharing of information on the Llandough 20mph speed limit pilot with the Sully Action Group which was pursuing a similar speed limit reduction.

RESOLVED that: Mr. BS be advised that a firm decision on the results of the Llandough pilot had not yet been reached but there was evidence that the introduction of the reduced speed limit had resulted in lower speed levels in the community.

10. INDEPENDENT LOCAL COUNCIL REVIEW PANEL – POP IN SESSIONS.

The Clerk informed the Council that the Panel had agreed that the Council could hold a weekend pop-in session but that it would need to be arranged before the end of May, 2018. As this was not feasible, he had instead uploaded the questionnaire on to the Llandough Next Door Site to enable subscribers to submit their views to the Panel.

RESOLVED that: The action of the Clerk be endorsed.

(Councillor P. King arrived at this point in the meeting).

11. CONSULTATION ON BUS SHELTER AT BUS STOP ADJACENT TO THE PRIMARY SCHOOL.

The Clerk advised that he had received two e-mails of support for the proposal and two e-mails of opposition. The objectors resided near to the location of the bus stop and their main concern was that a shelter might lead to anti-social behaviour in the area.

RESOLVED that: The Vale of Glamorgan Council be requested to provide a bus shelter at this location but on the basis of no seating facility being included as a means of addressing the concerns expressed about anti-social behaviour.

12. APPLICATION FOR DONATION – BOBATH 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 donation of £75 be made to Bobath Cymru in support of its activities.

13. 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 the scope of the study now extended to areas outside Dinas Powys and it had been agreed to offer a place on the Group to the Community Council.

RESOLVED that: Councillor Penn be authorised to represent the Council on the Review Group and that he be required to report back at regular intervals to the Council on the work of the Group.

14. APPLICATION TO BECOME A CO-OPTED COMMUNITY COUNCILLOR.

In response to the recent advertisement, one application had been received from Mr. Dean Mears.

RESOLVED that:

- a) Mr. Dean Mears be co-opted as a Community Councillor.
- b) The Clerk and the Chairman to meet with him for the purposes of induction.
- c) Councillor I. Williams to act as his mentor over the coming months.

15. VALE OF GLAMORGAN LOCAL DEVELOPMENT PLAN 2011-2026 – CONSULTATION ON DRAFT SUPPLEMENTARY PLANNING GUIDANCE.

The consultation related to matters concerning public art, travel plans and trees/woodland and hedges.

RESOLVED that: A small Working Group (Councillors Gay, King and Mears) be established to consider and comment on the draft planning guidance.

16. PLANNING AID WALES TRAINING COURSE – PLACE PLANS AND VALUE OF COMMUNITY ENGAGEMENT.

The course would be held in St. David's Hall, Cardiff on 18 June, 2018 from 1.00pm to 4.30pm and there was a fee of £20 per attendee.

RESOLVED that:

- a) The Clerk and Councillor Dr Misra be authorised to attend.
- b) If Councillor Dr Misra was unavailable, the Clerk to arrange for another member to attend.

17. WELSH GOVERNMENT CONSULTATION – CHANGES TO THE CONSENTING OF INFRASTRUCTURE FOR ENERGY.

RESOLVED that: The Working Group in Minute (15) above be authorised to consider and comment on the consultation.

18. ONE VOICE WALES – INNOVATIVE PRACTICE CONFERENCE.

The Conference would be held in Builth Wells on 4 July, 2018 and the cost of attendance was £50.00.

RESOLVED that: Subject to their joint availability, Councillors Dr Misra and P. Carreytt be authorised to attend.

19. STATEMENT OF ACCOUNTS 2017/18.

The Internal Auditor had completed his work on the accounts and had not identified any matters requiring action. The Council was required to consider the questions in the annual audit return relating to governance and each question was considered with a positive response being recorded in every case.

RESOLVED that: The Chairman be authorised to sign the return and the Clerk to arrange for it to be submitted to the External Auditors.

20. MEMBERS WHO ATTENDED MEETINGS OF OTHER BODIES.

No reports were received.

21. BANK RECONCILIATION AS AT 30 APRIL, 2018.

RESOLVED that: The bank reconciliation be approved.

22. 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
P.R. Egan	17.82	Refreshments for Open Morning
EVCT	95.30	Transport Charges
Thos Fattorini Limited	58.11	Staple for Badge of Office
P.R. Egan	98.33	Rent Allowance
Parish Magazine Printing	104.75	Printing of Newsletters
B. Williams	50.00	Organist's Fee
1st Dinas Powys Guides	50.00	Assistance with Civic Service
M. Kirk	50.00	Singing at Civic Service
P.R. Egan	10.75	Refreshments for Rogation Walk
P.R. Egan	78.80	Civic Service Refreshments
N. Fowler	50.00	Delivery of Fete Leaflet
Ty Hafan	148.12	Donation
A. Egan	240.00	Buffet for Civic Service
P.R. Egan	64.80	Car Allowance
P.R. Egan	101.44	Storage Container
P.R. Egan	40.00	Petty Cash
P.R. Egan	100.00	PA Equipment for Fete
P and A Grounds Maintenance Ltd	583.74	Grounds Maintenance April 2018
Salaries, Wages and Income Tax	940.40	Aggregated Total
TOTAL	2,882.36	

23. EXCLUSION OF THE PRESS AND THE PUBLIC.

RESOLVED that: Due to the confidential nature of the next items of business as they relate to personnel matters, the press and the public be excluded from the meeting.

24. REQUEST FROM CARETAKER FOR AMENDED DUTIES.

The Clerk reported receipt of a request from Mr. DS which if approved would require his job description to be amended to include window cleaning of the Hall in place of grass cutting duties at Downfield Close and Pinewood Close. It was suggested that the grass cutting work could be added to the grounds maintenance contract.

RESOLVED that: The request be deferred until the Grounds Maintenance Contractor had provided the monthly additional cost of grass cutting the designated areas.

25. SALARY OF THE CLERK – 2018/19 PAY AWARD.

(The Clerk left the meeting whilst the matter was considered).

The national pay award provided for an average 2% increase on pay levels. The Clerk was paid on Point 30 of the scale (LC2) in respect of a 42.5 hour working month. This equates to 26.5% WTE. The new WTE salary level for Point 30 was £27358 which would equate to an annual pro rata salary of £7250 (rounded) (£604.17 per month).

RESOLVED that: The salary of the Clerk be increased to £7250 per annum with effect from 1st April, 2018.

Signed

28 June, 2018h