

LLANDOUGH COMMUNITY COUNCIL

**MINUTES OF THE COUNCIL MEETING HELD ON THURSDAY 19 SEPTEMBER,
2019 AT 7.00PM IN THE COUNCIL CHAMBER.**

PRESENT

Councillor Mrs P. Gay (Chairman)
Councillor E. Penn (Vice-Chairman)
Councillor Mrs L. Barrowclough
Councillor Mrs P. Carreyett
Councillor M. Edwards
Councillor P. King

APOLOGIES FOR ABSENCE

Councillor D. Mears
Councillor Dr M. Misra
Councillor I. Williams
Councillor W. Williams

1. DECLARATIONS OF PERSONAL AND PREJUDICIAL INTEREST.

There were none declared.

2. MINUTES OF THE MEETING HELD ON 25 JULY, 2019.

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

3. MEETING WITH THE POLICE.

There was no representative in attendance with apologies for absence having been received.

4. LLANDOUGH WAR MEMORIAL HALL – UNAUTHORISED PARKING.

Concern was expressed about a local resident who was parking vehicles in the car parking area outside the Hall that was designated for use by Hall users only. A number of suggestions were made about how to address this ongoing issue including the engagement of a clamping company and the installation of lockable bollards.

RESOLVED that: -

- a) The matter be referred to the Hall Management Committee for consideration.
- b) The Clerk to ask the Police to speak with the resident concerned requesting that he refrain from parking his vehicles in the car parking area.

5. MEETING WITH COUNCILLOR G. CARROLL.

The Chairman welcomed Councillor Carroll to the meeting. The following report was received: -

- a) The recent changes in the recycling regime had now bedded down and most people had obtained the blue recycling containers.
- b) The temporary closure of the multi deck parking facility in the Hospital did cause parking issues in the community. The Vale of Glamorgan Council would shortly be considering a new parking policy which might well include provision for the possibility of resident parking zones subject to resident consultation.
- c) A Penarth football team had applied to transfer their home ground to the King George V Memorial Playing Fields. The proposal would be subject to local consultation with the Club offering to fund the refurbishment of the changing rooms and at least one of the pitches. It was recognised that the playing fields would also need to be open for general public use. Detailed proposals would be need to be submitted before any approval would be considered. The Club had indicated that the changing rooms would in any event be available for use by other clubs.
- d) It was pointed out that there was a significant amount of car parking from the Hall down to Llandough Hill. It was noted that Highways Officers often commented that such parking had the desirable effect of slowing up traffic.
- e) It was reported that there was a lot of building materials dumped on the grassed area behind the bus shelter at the bottom of Penlan Rise. It was understood that the grassed area did not form part of the highway verge. Councillor Carroll would follow up with Vale officers.
- f) Councillor Carroll was asked to follow up the outstanding application for Fields in Trust status for King George V Memorial Playing Fields. It was noted that it might be necessary to defer the application until such time that the MUGA was installed.
- g) It was suggested that if the car parking area in the playing fields was to be resurfaced then it would be desirable for spaces to be marked out with the dropped kerb area which provides an access point to the fields having a yellow box to protect such access.

6. MATTERS ARISING FROM THE MINUTES.

Minute 14 – A reply from the Chair of the Scout and Guide Hall Committee was awaited.

Minute 10 – The Clerk reported that a new driver of the minibus had been appointed enabling the community transport scheme to continue.

RESOLVED that: A letter of thanks be sent to the new driver.

7. MINUTES OF COMMITTEES AND WORKING PARTIES.

a) Bio-Diversity Working Party – 30 July, 2019.

RESOLVED that: The minutes be approved.

b) Village Fete Working Party – 1st August, 2019.

RESOLVED that: The minutes be approved.

8. MUGA FACILITY – UPDATE.

The Clerk provided the following update: -

- a) A grant of £20k (subject to conditions) had been awarded by Sports Wales and subject to all conditions being met it would no longer be necessary to use the loan sanction approved by the Welsh Government. The Welsh Government would need to be advised if a loan was not needed.
- b) The Heads of Terms for the lease of land in the playing fields had been provided and a copy was circulated to members. It was now necessary to decide on whether solicitors should be appointed to act on behalf of the Community Council.
- c) The Heads of Terms appeared to be reasonable but it was stated that the Council would be responsible for business rates as appropriate. The Clerk would need to check whether business rates were in fact payable and if so, suitable budget provision would need to be made.
- d) It would also be necessary for the MUGA to be inspected on a weekly basis and it may be necessary to enter into an agreement with the Vale of Glamorgan Council for this service to be provided.
- e) The Council's insurers would also need to be advised when the MUGA was installed and it was possible that there might be an increase in the insurance premium.

RESOLVED that: The Clerk to arrange for Merrills Ede (Solicitors) to be engaged to manage the lease process on behalf of the Council.

9. AUDIT OF ACCOUNTS 2018/19.

The Clerk reported that an unqualified audit had been issued by the External Auditor. The Clerk had arranged to publicise the completion of the audit and had uploaded the annual return on to the website.

RESOLVED that: Receipt of the unqualified audit opinion be noted.

10. REDUNDANT TENNIS COURT AT KING GEORGE V MEMORIAL PLAYING FIELDS.

The Vale of Glamorgan Council advised that in order to create a bio-diversity area they would be prepared to agree to the removal of the fencing but this would have to be funded by the Community Council.

RESOLVED that: The Vale of Glamorgan Council be asked if they would be prepared for the Community Council to appoint its own contractor to undertake the work based on an agreed specification.

11. NEW MODEL FINANCIAL REGULATIONS.

The Clerk reported receipt of the new model financial regulations.

RESOLVED that: Councillor Edwards and the Clerk be authorised to review the new model regulations and report back to the Council with their recommendations.

12. VILLAGE GARDEN – PROPOSED CUTTING BACK OF HEDGEROW.

Councillor Edwards proposed that arrangements be made to cut back the hedgerow on the garden.

RESOLVED that: No action be taken at the current time but a requirement for keeping the hedgerow under control be included in the grounds maintenance specification when the contract is next put out for quotation.

13. BROOK GREEN – IMPROVEMENTS TO GARDEN AREA.

Quotations had been received from three contractors with the lowest received from P and A Grounds Maintenance at a cost of £1050 plus VAT.

RESOLVED that: The quotation be accepted.

14. BROOK GREEN – WATER LEAK.

SMART Associates had visited the site and had removed the manhole cover to observe the flow of water. They had noted that water was flowing at a rapid pace into the chamber and some of the water appeared to be leaking out from the top of the chamber. They had not yet had the opportunity to advise on a scheme to deal with the water leak but considered that the cause might possibly be a leaking water pipe in the area as there was flooding on Penlan Road and Llandough Hill.

RESOLVED that: The matter be deferred for the time being to assess the effect of work to be undertaken by Welsh Water to rectify the underground water pipe leak.

15. DOG FOULING IN KING GEORGE V MEMORIAL PLAYING FIELDS.

A communication was received from a local resident outlining concerns about the problem of dog fouling in the playing fields especially in the children's playground. She suggested that action was needed to fence in the playground to protect the area from dog fouling.

RESOLVED that:

- a) The Vale of Glamorgan Council be requested to fence off the children's playground and to install another dog waste bin by the entrance point to Canon Walk.
- b) A communication be included on the Next-Door APP and in the Newsletter asking residents with dogs to ensure that they pick up dog waste and use the bins provided.

16. SURVEY OF DROPPED KERBS ON PENLAN ROAD.

Councillor Edwards presented a report on the findings of a survey he had conducted in relation to such provision on Penlan Road highlighting where he considered the need for additional provision.

RESOLVED that: Councillor Carroll to take up the matter with the Head of Highways and report back to the next meeting in this regard.

17. INVITATION TO ATTEND A STAGE 2 REVIEW MEETING IN CONNECTION WITH PROPOSALS FOR THE PENARTH/CARDIFF BARRAGE SUSTAINABLE TRANSPORT CORRIDOR.

An invitation was received for a representative of the Council to attend a meeting on 24 September, 2019.

RESOLVED that: Councillor Penn be authorised to attend on behalf of the Council.

18. CONSULTATIONS.

The Council was informed of the following consultations: -

- a) Welsh Government – National Development Framework (Closing Date – 1st November, 2019). <https://gov.wales/draft-national-development-framework>
- b) Vale of Glamorgan Council – Public Consultation on Supplementary Planning Guidance (Closing Date – 1st October, 2019).
- c) Vale of Glamorgan Council – Experimental Order to enable motorcyclists to use bus lanes on Cardiff Road and Port Road (The Council is invited to submit comments or objections within the first six months of the trial).
- d) Cardiff and Vale University Health Board – Non-Complex Surgery for Adults (Closing Date – 20 September, 2019).
- e) Review of Polling Districts, Places and Stations (Closing Date – 27 September, 2019).
- f) Cardiff and Vale University Health Board – Proposals for Improving the Care for frail older people in the Vale of Glamorgan (Closing Date: 1st November, 2019).

RESOLVED that: A task and finish group be formed comprising of Councillors Barrowclough, Carreyett, Edwards and King to consider the consultations in (a), (d) and (f) above.

19. ONE VOICE WALES TRAINING COURSES.

RESOLVED that: Councillor Barrowclough be authorised to attend the following courses: -

- 6 November (Barry) – Code of Conduct
- 27 November (Barry) – Advanced Finance

20. APPLICATION FOR A DONATION FROM SHELTER 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 £100 be made to Shelter Cymru in support of its activities.

21. PLANNING AID WALES – PLACE PLANNING TRAINING AND GUIDANCE.

RESOLVED that: The communication be noted.

22. ENVIRONMENT (WALES) ACT 2016 – SECTION 6 DUTY.

Guidance had been received from One Voice Wales in relation to the Council's duty in relation to Section 6 of the Act relating to bio-diversity.

RESOLVED that: The guidance be referred to the Bio-Diversity Working Party for consideration.

23. MEMBERS WHO HAD ATTENDED MEETINGS OF OTHER BODIES.

No reports were received.

24. BANK RECONCILIATIONS FOR THE PERIODS ENDED 31 JULY AND 31 AUGUST, 2019.

RESOLVED that: The reconciliations be approved.

25. EXAMINATION AND PAYMENT OF ACCOUNTS.

RESOLVED that: The following accounts be paid as indicated below: -

Payee	Amount	Description of Payment
M. Edwards	5.85	Car Allowance
P.R. Egan	28.00	Telephone Expenses
One Voice Wales	40.00	Training Fee
P.R. Egan	102.33	Rent Allowance
Vision ICT Limited	144.00	Data Back Up 2019/20
P and A Grounds Maintenance Limited	621.93	Grounds Work July 2019
N. Fowler	50.00	Delivery of Newsletter
East Vale Community Transport	50.50	Transport Charges
Llantwit Major Town Council	20.00	Attendance of Chairman at Charity Event
Parish Magazine Printing	100.50	Printing of Newsletter
P.R. Egan	40.00	Petty Cash
Barry Town Council	26.00	Attendance of Chairman at Charity Event
P.R. Egan	28.00	Telephone Expenses
P and A Grounds Maintenance Limited	621.93	Grounds Work August 2019
P.R. Egan	102.33	Rent Allowance
P.R. Egan	25.20	Car Allowance
P.R. Egan	40.00	Petty Cash
Salaries, Wages and Income Tax	2,283.82	Aggregated Total
TOTAL	4,330.39	

26. PLANNING APPLICATIONS

There were none to consider.

Signed.....

24 October, 2019

Chairman