

LLANDOUGH COMMUNITY COUNCIL

**MINUTES OF THE COUNCIL MEETING HELD ON A HYBRID BASIS ON
THURSDAY 25 SEPTEMBER 2025 AT 7.00pm.**

(Some members attended in the Council Chamber and others from another location)

PRESENT

Councillor Dr M. Misra (Chair)
Councillor C. Gibson (Vice-Chair)
Councillor B. Augustian
Councillor Mrs L. Barrowclough
Councillor Mrs P. Carreyett
Councillor Mrs S. Jefferies
Councillor T. Llewelyn
Councillor D. Mears
Councillor M. Stanyard-Jones

APOLOGIES FOR ABSENCE

Councillor P. King

1. DECLARATIONS OF PERSONAL AND PREJUDICIAL INTERESTS.

Councillor Mrs P. Carreyett declared a personal and prejudicial interest in relation to Minute 28.

2. MINUTES OF THE MEETING HELD ON 17 JULY 2025.

RESOLVED that: The minutes of the meeting held on 17 July 2025 be confirmed as a correct record.

3. REPORT FROM THE POLICE.

A communication had been received from PCSO Andrews giving the reported crime statistics for the community and advising that she would be no longer based in Penarth and her role would be assumed by PCSO Sean Byrne. She thanked the Council for their support over the past four years.

RESOLVED that: the communication be noted.

4. PUBLIC PARTICIPATION SESSION.

There were no members of the public in attendance.

5. MEETING WITH COUNCILLOR GEORGE CARROLL.

The following report was received from Councillor Carroll.

MERRIE HARRIER JUNCTION

As a community, we had been pushing for measures to improve road safety at the Merrie Harrier junction for some time. Previous measures had proven ineffective and residents had rightly been relentless in their demands for the Vale Council to do more. These efforts had now paid off and following this pressure, the Vale Council had engaged a telematics engineer to assess the problems with the pedestrian crossing.

This exercise has now concluded and the Vale Council were rephrasing the signals so that all lights were set to red when the crossing was on green. This was to prevent left turning vehicles at the bottom of Penlan Road accidentally jumping the light when the right filter arrow was set to green. These works were scheduled to have been carried out by now, but were delayed due to resurfacing works on Barry Road. While he hoped that this would resolve the problem and not cause any new bottlenecks, he had made clear to the Vale Council that the new arrangements must be kept under review.

It was vital that any remaining or new problems were addressed. Please be assured he was still pressing on the separate issue at the junction regarding right turning vehicles into the village from Barry Road. He would continue asking the Vale Council to turn on the right-hand filter arrow for a trial period, to assess if this improved road safety without severely impacting congestion in the opposite direction. If anyone had further questions, they should let him know.

FALLEN TREE LLANDOUGH HILL

The incident a fortnight ago was concerning and many residents were worried about the prospect of another tree falling. The Vale Council had agreed to carry out a safety risk assessment and he would provide a further update when this had been carried out.

THE LATE CLLR JAMES LONG MEMORIAL TREE

He was saddened to learn that the tree planted in memory of the late Councillor James Long was suspected to have been stolen. If anyone had any information, please come forward.

DOG FOULING SIGNAGE

Thank you to the Community Council for contacting him about this. He had asked the Vale Council to replace the faded signs and they had agreed to do so.

COMMUNITY LITTER PICK

Even though the weather was against us, Saturday's event was another success. He thanked the Community Council for organising the event and for putting on several throughout the year.

PCSO DAWN ANDREWS

He was sad to report that Dawn has now moved to Carmarthen and left her role covering Llandough. She had always gone the extra mile for our village, even when her remit was expanded to cover an unsustainably large area. He knew that everyone will wish her all the best for the future.

In the discussion that followed, concerns were raised about the safety of trees on Leckwith Road up to the Green in Leckwith. Councillor Carroll agreed to pursue the matter with the Vale Council.

A matter was raised about the sequencing of the traffic lights at the Baron's Court junction during the early morning period which resulted in traffic delays from the Merrie Harrier up to the junction. Councillor Carroll agreed to discuss the matter with officers of the Vale Council.

A question was raised about whether the Aqua Park trial at Cosmeston would continue. Councillor Carroll would check the position in this matter and report back.

6. MATTERS ARISING FROM THE MINUTES.

Minute 6 – It was reported that five residents were currently using the community transport service.

RESOLVED that: The Clerk request EVCT to provide a photograph of the minibus and current passengers for the purpose of publicising the service on local social media and in the next community newsletter.

Minute 12 – The Clerk had obtained a quotation from a locally based translator to provide a Welsh translation of part of the website.

RESOLVED that: The Clerk be authorised to place an order for the work with translator.

Minute 14 – The grant application had been submitted and a response was awaited.

7. ESCAPE OF WATER – BROOK GREEN FOOTPATH.

Councillor King and the Clerk had met with the Drainage Engineer in August but the report of the meeting with options for addressing the issue had not yet been received.

RESOLVED that: The report of the Drainage Engineer upon receipt be referred to the Environment and Amenities Committee for consideration.

8. LEWIS ROAD ALLOTMENTS AND COMMUNITY AREA – UPDATE.

The Clerk reported that he had received the report of the Drainage Engineer confirming that a SUDS application was required as well as a response from the Principal Planning Officer providing informed comments on the management arrangement report and giving confirmation that a parking survey was required.

RESOLVED that: The position be reviewed by the Lewis Road Reserve Allotments Working Party at the earliest opportunity.

9. ACTIONS TO COMBAT THE PROBLEM OF DOG FOULING.

RESOLVED that: The matter be referred to the Environment and Amenities Committee for consideration.

10. ANNUAL TREE HAZARD RISK ASSESSMENT.

The annual tree hazard risk assessment had been circulated with the agenda. The report of the arboriculturist contained a number of recommendations for action including the felling of an Ash tree on Brook Green which appeared to be in the ownership of the Council.

RESOLVED that: The Clerk obtain quotations for the required work for consideration at the next meeting.

11. PAINTING WORK IN THE COMMUNITY AND AT THE HALL.

Quotations had been received for painting work at the hall and in the community. The works relating to the Hall would be funded by the Hall Management Committee. The quotations received were as follows:

Contractor 1 - £960.00
Contractor 2 - £2605.00

RESOLVED that: The quotation from Contractor 1 be accepted.

12. REQUEST FROM RESIDENT OF SPENCER DRIVE FOR THE COUNCIL TO CUT BACK OVERGROWTH AT THE REAR OF THE PROPERTY.

The Council gave consideration to the request that was supported by photographic evidence.

RESOLVED that: The resident be informed that it was not considered that the extent of the overgrowth justified expenditure being incurred in it being cut back and she be advised of the Council's plan to develop the site as an allotments and community area which would result in the condition of the site being substantially improved for the benefit of the community.

13. ONE VOICE WALES – ANNUAL CONFERENCE AND AGM.

It was reported that the Conference and AGM had recently been cancelled.

RESOLVED that: The position be noted.

14. COMMUNICATION FROM DOCHWY ROAD RESIDENT IN RELATION TO SPEEDING ISSUES ON DOCHDWY ROAD AND POSSIBLE FUTURE CHANGES IN WELSH GOVERNMENT POLICY ON SPEED LIMITS.

Consideration was given to the communication it being noted that car parking on Estate roads was also an issue. The position of the Council in relation to the view of the resident was that the Community Council would continue to support the continuation of the 20mph speed limit and regular items would be included in the community newsletter relating to speed levels on Estate roads. The Council would also discuss speeding and parking issues with the new PCSO and seek his support for a possible mobile speed monitoring device being provided.

RESOLVED that: The Clerk respond to the resident accordingly.

15. HEDGEHOG SOCIETY – GRANT FOR ASSISTANCE WITH COFFEE MORNING.

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 £35 be made to the Hedgehog Society in support of its work.

16. DRAFT SPECIFICATION FOR GROUNDS MAINTENANCE CONTRACT 2026-2029.

The Council considered the draft specification for the ground's maintenance contract for 2026-2029. The Clerk advised that in the light of the new Procurement (Wales) Regulations 2024 it would be necessary to advertise the contract on the Sell2Wales website as well as circulating the tender invitation to known providers.

RESOLVED that: The draft specification be approved.

17. REQUEST FROM LOCAL RESIDENT FOR THE INVOLVEMENT OF HER DAUGHTER IN LOCAL COMMUNITY WORK.

The Council gave consideration to the request and although the Community Council was unable to offer any community work opportunities, it was suggested that she consider approaching the hospital for voluntary work; charity shops; the Penarth Foodbank and litter picking in the community with the Council providing a loan of related equipment.

RESOLVED that: The Clerk advise the local resident of the views of the Council.

18. SUPPLY OF FREE BASKETBALL HOOPS FROM BASKETBALL WALES.

Consideration was given to the offer of free hoops it being noted that a facility for basketball was already available in the community.

RESOLVED that: The offer of free basketball hoops be noted.

19. PROVISION OF CPR AND DEFIBRILLATOR TRAINING FOR THE COMMUNITY.

The Clerk had contacted Save a Life Cymru (SALC) who advised that training in the use of the defibrillator was not required. They suggested that training in CPR would be more appropriate. The Clerk had obtained a quotation of £350 plus VAT for the provision of CPR training for a community group of up to 12 people. The Council considered that alternative quotations be obtained as its view was that a cost of closer to £200 would be preferable.

RESOLVED that: The Clerk obtain alternative quotations and report back to the Council.

20. WELSH GOVERNMENT CONSULTATIONS.

- a) Extending the Duty on Local Authorities to Broadcast its Meetings.

RESOLVED that: The consultation be referred to the Policy and Resources Committee for consideration.

- b) Revisions to the Separate Collection of Waste Materials for Recycling.

RESOLVED that: The consultation be noted.

21. MEMBERS WHO ATTENDED MEETINGS OF OTHER BODIES.

A report was received from the Chair in relation to his attendance at a recent meeting of the One Voice Wales Area Committee.

22. CENTRE FOR DIGITAL STUDIES – RESEARCH ON THE PLANNING PROCESS.

RESOLVED that: the invitation to assist with the research be noted.

23. FAIRTRADE BREAKFAST EVENT – 10 OCTOBER 2025.

RESOLVED that: The invitation to attend the event be noted.

24. BANK RECONCILIATIONS AS AT 31 JULY AND 31 AUGUST 2025.

RESOLVED that: The bank reconciliations be approved.

25. EXAMINATION AND PAYMENT OF ACCOUNTS.

RESOLVED that: The under-mentioned payments be approved:

Payee	Amount	Description of Payment
Llandough and Leckwith WMI	90.00	Payment for Coffee Morning Sessions
Kingfisher (Developments) Wales	501.12	Repairs to Brook Green Footbridge
Cerebral Palsy Cymru	50.00	Donation
P.R. Egan	28.75	Telephone Expenses
P and A Landscapes	880.67	Grounds Maintenance July 2025
P.R. Egan	133.50	Rent Allowance
Vale of Glamorgan Council	440.22	Wheelie Bins for Fete
Vale of Glamorgan Council	676.04	Play Area Inspections 2024/25
CPRW	20.00	Subscription 2025/26
EVCT	36.00	Transport Service July 2025
Vision ICT Limited	144.00	Data Backup Service 2025/26
P.R. Egan	28.75	Telephone Expenses
P.R. Egan	50.40	Car Allowance
P.R. Egan	50.00	Petty Cash
P.R. Egan	133.50	Rent Allowance
Parish Magazine Printing	129.85	Printing of Newsletters
Vision ICT Limited	264.00	Hosted Email Addresses 2025/26
Tom Seymour	210.00	Annual Tree Survey
P and A Landscapes	880.67	Grounds Maintenance August 2025
EVCT	70.00	Transport Service August 2025
P. Barnett	270.00	Supply and Planting of Silver Birch Tree
P.R. Egan	28.75	Telephone Expenses
British Telecom	62.82	Broadband Charges
Amazon	30.57	Inkjet Cartridges
Elite Industrial	60.59	High Visibility Jackets
Amazon	495.00	Lenovo Laptop and Software
British Telecom	62.82	Broadband Charges
Amazon	5.45	Security Markers
Salaries and Wages Aggregated	4,652.68	
TOTAL	10,486.15	
Items shown in bold were paid on Council's Barclaycard		

26. PLANNING APPLICATIONS.

The following planning applications were considered:

Application No 2025/00844 – Proposed Warehouse Extension to the side and rear at Carter Lauren, Bevan House.

Application No. 2025/00937 – Proposed over cladding of existing roof at Torgy Atlantic, Llandough Trading Estate.

RESOLVED that: No comments be made on the planning applications.

27. 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 conducted.

28. LOCAL GOVERNMENT PAY SERVICES AGREEMENT 2025/26.

Councillor Mrs P. Carreyett declared a personal and prejudicial interest in the next item of business and along with the Clerk they both left the meeting.

The Council gave consideration to the pay services agreement and its effect on the three employees. The agreement provided for a 3.2% uplift on salary scales and a report on its implementation had been provided by the Clerk.

RESOLVED that: The implementation of the pay agreement be approved to be backdated to 1st April 2025.

Signed..... Date: 23 October 2025
Chair