

**LLANDOUGH COMMUNITY COUNCIL**

**MINUTES OF THE COUNCIL MEETING HELD ON A HYBRID BASIS ON  
THURSDAY 17 JULY 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 Mrs P. Carreyett  
Councillor Mrs S. Jefferies  
Councillor P. King  
Councillor T. Llewelyn  
Councillor D. Mears  
Councillor M. Stanyard-Jones

**APOLOGIES FOR ABSENCE**

Councillor B. Augustian  
Councillor Mrs L. Barrowclough

**1. DECLARATIONS OF PERSONAL AND PREJUDICIAL INTERESTS.**

There were none declared.

**2. MINUTES OF THE MEETING HELD ON 26 JUNE 2025.**

**RESOLVED** that: The minutes of the meeting held on 26 June 2025 be confirmed as a correct record.

**3. REPORT FROM THE POLICE.**

Apologies for absence had been received from PCSO D. Andrews. A crime report received before the meeting had been circulated to members. It was noted that recent reports showed an increase in reported crime.

**RESOLVED** that: PCSO Andrews be asked whether there were any plans to increase police presence in the community.

**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.

### **PLAYING FIELDS CHANGING ROOMS**

It was concerning and unacceptable to see that a suspected break in at the changing rooms had recently occurred. Fortunately, it was repaired and made safe within 24 hours, but this was not something we would want to see in our community. If anyone had any information about the incident, please come forward.

### **OVERFLOWING BINS**

He thanked the several residents who had reported this to him in recent weeks, including the Council Chair who helpfully provided photographs. In most instances, it resulted in the bins being emptied promptly and he would continue to press on capacity as it seemed the Council was incurring greater cost carrying out all these ad hoc collections.

### **OVERGROWN VERGES**

He had received a few complaints about overgrown verges, not so much in Llandough but on roads approaching the village. He reported one on Leckwith Road and it was cut back yesterday. If anyone spotted any others, please let him know.

### **POWER CUT**

He had spoken with National Grid about the power cut that took place on the weekend of 5th/6th July. They had confirmed it was due to a fallen tree.

### **WILLOWMERE FLY TIPPING**

It was disappointing to see another incident at Willowmere. He had reported it to Pobl Housing and they had assured him it would be cleared this week.

## **6. MATTERS ARISING FROM THE MINUTES.**

Minute 6.9 – The community transport scheme had commenced on 10 July 2025 with three passengers. It was hoped that more residents would contact the Clerk to take part in the scheme.

Minute 11 – The branded high visibility jackets had been received.

**7. MINUTES OF COMMITTEES AND WORKING PARTIES.**

**RESOLVED** that: The minutes of the following minutes be approved.

Allotments Working Party – 28 June 2025.

Hall Management Committee – 30 June 2025 (Noted only).

Biodiversity Working Party – 8 July 2025.

Village Fete Working Party – 10 July 2025.

Consideration was given to the attractions for the 2026 fete and in addition to those included in the 2025 fete it was agreed that the Clerk approach the Glamorgan Hedgehog Society to see if they would like to take part and possibly to speak at a forthcoming coffee morning.

**8. WATER ESCAPE – BROOK GREEN.**

Kingfisher Developments had visited the site and a quotation was received for taking up the concrete path and fitting a hoggin path as per the original specification that was installed in 2021. It was noted that the quotation received was much higher than the cost of installing the relief drain in 2021 and there was no guarantee that the work proposed would remedy the current problem. It was suggested that Smart Associates who were the engineers that originally prepared the specification for addressing the water escape issue be re-engaged on the basis of their knowledge of the site and the matter be further considered upon receipt of their professional advice.

**RESOLVED** that:

- a) The Clerk and Councillor King be authorised to meet with the engineer on site with a request for a report to be provided on how best to resolve the problem of the water escape.
- b) The cost of engaging the engineer for professional advice be duly authorised.

**9. LEWIS ROAD RESERVE ALLOTMENTS – UPDATE.**

A report of a meeting with the principal planning officer held on 25 June 2025 had been circulated with the agenda the purpose of which was to enable him to provide professional advice on the preparation of the planning application for the site. The principal planning officer had agreed to review the management plan prepared by the Clerk and to consult with the Drainage Engineer on the requirements of the SUDS application as well as seeking the views of the Highways Team in relation to the

application. Since the meeting, it had been confirmed that the Drainage Engineer was prepared to meet with council representatives and that the Highways Team would require a parking survey to be undertaken. It was noted that a parking survey of Lewis Road had been undertaken in 2022.

**RESOLVED** that:

- a) The Clerk be authorised to arrange a meeting with the Drainage Engineer and members of the Lewis Road Reserve Allotments Working Party.
- b) The Clerk to request the principal planning officer to ascertain the type of traffic survey required having regard to the survey that was undertaken in 2022.

#### **10. HOME INSTEAD – SUPPORT FOR COFFEE MORNINGS.**

A request had been received from Home Instead for financial support to be granted for the resumption of monthly coffee mornings to be held on the first Thursday of the month in the Llandough War Memorial Hall. The timing of the coffee mornings would be from 1.00pm until 2.30pm. The financial support required would be for the Council to fund the hall hire costs which amounted to £18 per session.

**RESOLVED** that:

- a) The request be approved and the hall hiring costs of £18 per session be funded for a period of six months subject to review.
- b) At the end of the six-month period consideration be given to continuing the financial support having regard to the numbers attending the coffee mornings as well as an assessment of the impact if any on the numbers attending Council run coffee mornings.

#### **11. REVIEW OF METHODS TO ADDRESS THE PROBLEM OF DOG FOULING.**

The Clerk had as requested researched the possible benefit of providing supplies of dog waste bags at designated locations in the community. He had identified research undertaken by Keep Wales Tidy in relation to addressing the problem of dog fouling which had been circulated to members prior to the meeting.

**RESOLVED** that:

- a) The research findings be considered at the next meeting of the Environment and Amenities to assess the most effective methods of addressing the problem.

- b) The Clerk to ascertain whether the Vale of Glamorgan Council were able to supply replacement dog fouling stickers for use on street lighting columns.

**12. PROPOSED WELSH TRANSLATION OF PARTS OF THE WEBSITE AND COMMUNITY NEWSLETTERS.**

The Clerk provided a written report identifying those parts of the website to be translated with the estimated cost of the translation work and the cost of translation of community newsletters.

**RESOLVED** that:

- a) The Clerk to arrange for part translation of the website at an estimated cost of £220.
- b) The cost of producing newsletters be included in the budget for 2026/27 (estimated cost of £180 per newsletter).

**13. VALE OF GLAMORGAN COUNCIL DRAFT ANNUAL SELF-ASSESSMENT 2024/25.**

The Vale of Glamorgan Council was seeking views of local councils on its annual self-assessment for 2024/25.

**RESOLVED** that: The invitation be submit views be noted.

**14. GLAMORGAN VOLUNTARY SERVICES – WARM SPACES GRANTS.**

Consideration was given to the availability of warm spaces grants from Glamorgan Voluntary Services in particular to the cover of costs associated with coffee mornings in the colder months of the year.

**RESOLVED** that: Subject to eligibility, a grant application be submitted to cover the costs associated with the provision of coffee mornings.

**15. APPLICATION FOR DONATION – CEREBRAL PALSY 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 £50 be made to Cerebral Palsy Cymru in support of its work.

**16. MEMBERS WHO ATTENDED MEETINGS OF OTHER BODIES.**

Councillor Mrs Jefferies recently attended the Community Liaison Committee which had been adversely affected by poor remote transmission.

**RESOLVED** that: An item be requested for inclusion on the agenda for the next meeting on the subject of measures to combat the problem of dog fouling.

Councillor Dr Misra had recently attended the Dinas Powys Civic Service.

**17. BANK RECONCILIATION AS AT 30 JUNE 2025.**

**RESOLVED** that: The bank reconciliation be approved.

**18. EXAMINATION AND PAYMENT OF ACCOUNTS.**

**RESOLVED** that: The under-mentioned payments be approved:

Payee	Amount	Description of Payment
P and A Landscapes	880.67	Grounds Maintenance May 2025
P.R. Egan	50.00	Petty Cash
P.R. Egan	28.75	Telephone Expenses
Kids Cancer Charity	150.00	Donation
P and A Landscapes	880.67	Grounds Maintenance June 2025
P.R. Egan	133.50	Rent Allowance
Vision ICT Limited	264.00	Hosted Email Addresses 2025/26
P.R. Egan	44.10	Car Allowance
<b>Pughs Garden Village</b>	<b>58.54</b>	<b>Plants for Street Planter</b>
<b>Viking Direct</b>	<b>67.88</b>	<b>Stationery</b>
<b>Tesco Stores</b>	<b>173.49</b>	<b>Refreshments for Civic Service</b>
<b>British Telecom</b>	<b>62.82</b>	<b>Broadband Charges</b>
<b>B and M Stores</b>	<b>9.96</b>	<b>Items for Civic Service</b>
<b>Aldi Stores</b>	<b>98.59</b>	<b>Provisions for Village Fete</b>
Salaries and Wages Aggregated	2,116.07	
<b>TOTAL</b>	<b>5,019.04</b>	

Items shown in bold were paid on Council's Barclaycard

**19. PLANNING APPLICATIONS.**

There were none to consider.

Signed..... Date: 25 September 2025  
Chair