

# LLANDOUGH COMMUNITY COUNCIL



## ANNUAL REPORT FOR THE YEAR 2024-2025



The Council's mission statement is 'Serving our community, preserving our identity' The Council will always strive to:

- *Be open and accessible in all our decision making*
  - *Be accountable in all our council activities*
- *Be responsive to the needs of the community*
  - *Encourage community participation*

## 1. CONTEXT

During the year 2024-2025, the Council comprised of 10 councillors who were fully committed to representing the residents of Llandough and providing them with services and facilities designed to enhance the social and environmental well-being of the community. The councillors who were in office during the year were as follows:

Councillor Benny Augustian  
Councillor Lucy Barrowclough (Part Year)  
Councillor Jo Byworth-Morgan (Part Year – resigned during the year)  
Councillor Pat Carreyett  
Councillor Michael Edwards (Part Year – sadly passed away in November 2024)  
Councillor Catherine Gibson  
Councillor Stephanie Jefferies  
Councillor Peter King  
Councillor Tomos Llewelyn (Part Year)  
Councillor Dean Mears  
**Councillor Dr Mo Misra (Chair)**  
Councillor Mark Stanyard-Jones

The Council has a number of standing Committees and Working Parties and councillors are appointed to serve on some of these. The standing committees are:

Policy and Resources Committee  
Environment and Amenities Committee

The working parties that were operational during the year were:

Allotments Working Party  
Biodiversity Working Party  
Health and Safety Working Party  
Lewis Road Reserve Allotments Site Working Party  
Planning Working Party  
Services to Older Persons Working Party  
Village Fete Working Party

Membership of the Committees and Working Parties together with contact details of councillors is available on the following web-link:  
[http://www.llandough-cc.co.uk/Councillors\\_20120.aspx](http://www.llandough-cc.co.uk/Councillors_20120.aspx)

The main contact for all council business is Paul R. Egan, Clerk to the Council:

63 Woodham Park, Barry CF62 8FJ, Telephone No 01446 409294, E-Mail: [clerk@llandough-cc.co.uk](mailto:clerk@llandough-cc.co.uk)

## 2. FINANCIAL INFORMATION.

Income and expenditure in the financial year which ended on 31 March 2025 is summarised as follows:

Balances brought forward from 2023/24	50094.00
Income from local taxation	63952.00
Receipts other than from local taxation	9357.00
<b>Sub-Total</b>	<b>123403.00</b>
Staff Costs	28064.00
Total of all other Payments	31211.00
<b>Sub-Total</b>	<b>59275.00</b>
<b>BALANCE C/FWD IN TO 2025/26</b>	<b>64128.00</b>

The value of fixed assets of the Council are £102419.00.

The accounts will be submitted to Audit Wales after the accounts have been approved by the Council in May 2025 and an audit opinion will be received later in the year. They must therefore be regarded as 'Not yet Audited.' It should be noted that the audit opinion on the Council's accounts for 2023/24 was 'unqualified' which means that there were no issues of concern identified.

## 3. RELATIONSHIP WITH THE PRINCIPAL COUNCIL.

The Council worked in partnership with Councillor George Carroll, the County Borough Councillor for Llandough and he attended nearly all meetings of the Council providing a written report for each meeting and listened to issues raised by councillors relating to the responsibilities of the Vale of Glamorgan Council and took up matters for action with relevant officers as appropriate. A representative of the Community Council serves on the Community Liaison Committee which organises its work modelled on the agreed Charter with Community and Town Councils.

#### **4. COMPLAINTS.**

No complaints were received about the work of the Community Council during the year.

#### **5. CODE OF CONDUCT.**

Councillors have been trained in the Code of Conduct and are fully aware of their commitment to the Code.

#### **6. KEY ACHIEVEMENTS DURING 2024-2025**

The key achievements during the year were as follows:

- a) Arranging a number of litter picks designed to improve the appearance of the community.



- b) Working with the Corbett Road Allotments Association to improve the operation of the allotments site which included provision of funding to improve biodiversity and site conditions including the reduction of the height of perimeter fence and provision of skips for disposal of gardening waste. There are currently 45 people on the waiting list.



- c) Working closely with the Llandough and Leckwith War Memorial Institute to ensure that the hall is maintained in excellent condition. The Council appoints five members to serve as principal trustees on the Hall Management Committee.



- d) A celebratory event to commemorate D-day 80 was held on 6 June 2024 which included a procession to the playing fields led by a bagpiper, the lighting of our very own beacon and reading of tributes.



- e) The annual village fete was highly successful with a large attendance and a great opportunity for local organisations to generate income in support of their activities.



- f) Provision of Christmas Trees and decorations.
- g) Providing grants to a range of local organisations and national charities.
- h) Some progress was made in relation to developing a site off Lewis Road for allotments and a community area. Guidance was received from the Vale of Glamorgan Council on the content of a planning application and cost estimates were obtained for processing the application.
- i) All street furniture was painted in 2023/24 but it has been observed that some of the wooden bench slats may require replacement and the Council will be researching their replacement with recycled plastic alternatives.
- j) The Council continued to try to identify a volunteer driver to enable the community transport scheme to start up again. Unfortunately, a driver has not yet been identified.
- k) A second survey of the needs of older people in our community was undertaken and the results were analysed and an action plan approved for 2025/26.
- l) The Bio-Diversity Working Party continued during the year to plant wildflower seeds and bulbs on selected sites and to take further steps to develop the bird sanctuary located in the redundant tennis court in the playing fields.
- m) A Christmas Carol Service and Coffee Morning was held in December 2023 as well as a Christmas Fayre in November 2024. The Christmas Fayre was a great success with a very large attendance.
- n) A school litter poster competition was held in the school and the standard of entries was very high. The winning poster has been printed on vinyl backed sticky posters which have been affixed to street lampposts in the community. The caption on the poster was:

Keep Llandough Clean – Be Part of the solution – not part of the pollution.

Councillor Dr Misra presented the awards to the winning entries in each year group in the Llandough Primary School.

- o) In memory of the late Councillor Michael Edwards who was an excellent councillor and known locally and further afield for his brilliant Meccano and model train demonstrations the Council will be arranging for a plaque in his memory to be affixed to the millennium stone on the village green.

## **7. ASSETS AND SERVICES MANAGED BY THE COUNCIL.**

The Council is responsible for managing the following assets and services:

- Corbett Road Allotments
- Reserve Allotment site off Lewis Road
- Village Green
- Village Garden
- Brook Green Pocket Park
- Llandough War Memorial Hall (Managed by five principal trustees who are community councillors – it is managed as a registered charity)
- The Council now maintains the grassed area at the bottom of Penlan Rise and the area of scrub land at the top of Llandough Hill.

## **8. BIODIVERSITY PLAN.**

Appendix One to this report is the 2024/25 biodiversity plan of the Council which is being reviewed and refreshed and a new version will be published in 2025/26.

## **9. PLANNED ACTIVITIES FOR 2024/25**

These include:

- a) Continuing to pursue the results of the Older Persons Survey including consideration of the main issues identified in the 2024 survey.
- b) Full implementation of the Bird Sanctuary and more wildflower seed and bulb planting.
- c) Implementing the proposal to create allotments and community growing area in the reserve allotments site off Lewis Road.
- d) Civic Service to be held on 1<sup>st</sup> June 2025.
- d) Organising the Christmas Fayre and the Annual Carol Concert and Coffee Morning.
- e) Village Fete in June 2025.
- f) Commemoration of D-Day 80 involving the lighting of the beacon and procession to the playing fields led by a bagpiper.
- g) Organisation of monthly coffee mornings.



## **APPENDIX ONE BIODIVERSITY PLAN 2024/25**

### **LLANDOUGH COMMUNITY COUNCIL**

#### **ENVIRONMENT (WALES) ACT 2016**

#### **PART 1 – SECTION 6**

### **THE BIO-DIVERSITY AND RESILIENCE OF ECOSYSTEMS DUTY**

#### **REPORT ON 2023/24 and PLAN FOR 2024/25**

## **1. INTRODUCTION.**

1.1 The village of Llandough is located in the eastern part of the Vale of Glamorgan and is situated between the town of Penarth and city of Cardiff. It has the benefit of being close to two major urban areas but is cushioned by a large expanse of forestry areas and green fields. It serves a population of over 2000 and its precept for 2022/23 was £40474 and this has increased in 2023/24 to £49425.

1.2 The Council manages a number of sites that are ideally suitable for the development of bio-diversity initiatives as follows:

#### **Corbett Road Allotments.**

An excellent allotment facility comprising of over 65 plots which are mostly in pristine condition. The site is surrounded by a hedgerow and many trees that attract a range of different species of bird life.

### Brook Green Pocket Park

The park comprises a large planted area, a brook, grassed area and a woodland area. The site is ideal for a local diversity project which would enhance the natural habitats that already exists for a range of birds, insects and plant life.

### Village Green.

Located in front of the Church, the green has a range of trees that over time might grow to sufficient size to encourage birds to nest. There is an opportunity however, to consider planting some of the area with wild flowers.

### Village Garden.

Situated off Penlan Road, the site has limited potential but could be considered for spring bulb planting.

### Lewis Road Garden.

A very small site with a tree and shrubs. Recently the site has been vandalised and there is an opportunity to consider re-planting of the garden with a view to creating an enhanced habitat for wild life.

### Reserve Allotments Site, Lewis Road

Action is being taken to develop this site for allotments and a community area. It will comprise of approximately 26 allotment plots, a pond and many features to attract birds, insects and amphibians to the site. Although currently in the planning stages it is hoped that the site will be developed in 2024/25 for its intended purpose.

## 1.3 Other sites that would be suitable for attention would be:

### St. Dochdwy's Churchyard.

A very tranquil area situated close to Brook Green pocket park. It is relatively well maintained and has the benefit of a range of large trees that attract bird life.

### Adventure Playground

Situated off Cogan Pill Road, the site is ideal for planting of wild flowers. The permission of the Vale of Glamorgan Council would be required.

### Llandough Primary School Grounds.

The school has already made steady progress in creating a natural habitat for wildlife within the school grounds. This could be supplemented by the possible creation of a bug hotel and planting of wild flowers.

#### Highway Verges.

Subject to the agreement of the Vale of Glamorgan Council it might be possible to plant spring bulbs in many of the verges that have not already been considered for planting. The necessary approval has been granted.

#### Hedgerows and Land of Unknown Ownership in Cogan Pill Road.

For the longer term, it might be appropriate for the Council to consider planting of wild flowers and locating bird boxes in this area.

#### Land around the playing fields (Lewis Road end).

There appears to be scope to develop a number of measures to enhance the bio-diversity of the playing fields. This includes planting of wildflower seeds.

## **2. CORE OBJECTIVES OF THE ACTION PLAN.**

- 2.1 To manage and re-generate trees and woodland to support the creation and continuation of wildlife habitats.
- 2.2 Manage and regenerate wooded areas and hedgerows.
- 2.3 Manage the nature and wildlife habitat of roadside verges.
- 2.4 Work with the School to create new habitats for wildlife.
- 2.5 To create planted areas of wildflowers to enhance the appearance of the village.
- 2.6 To develop opportunities for increasing the bee population in the community and for encouraging an increase in the bat population.
- 2.7 To encourage the Vale of Glamorgan Council to develop a protocol on the cutting of highway verges so as to enhance the bio-diversity of the area. The Vale of Glamorgan Council has already adopted a new regime.

## **3. MONITORING.**

- 3.1 The Council has a Bio-Diversity Working Party that meets on several occasions during each year for the purpose of monitoring the implementation of the plan and to plan for future bio-diversity actions.

## 1. ACHIEVEMENTS IN 2023/24

LOCATION	ACTION PROPOSED	PRIORITY AND TIMESCALE	RESOURCES	GROUP INVOLVEMENT
Corbett Road Allotments – Land adjacent to the sub-station	Provision of Hedgehog boxes - <b>Achieved</b>	Medium	Purchase of Boxes by Community Council	Allotment Tenants
Village Green, Village Garden and site in Playing Fields	Planting of wildflower seeds	High – October 2023 - <b>Achieved</b>	Council to purchase seeds	Members of Biodiversity WP and Cardiff Conservation Volunteers to prepare sites.
Sites in ownership of Community Council	Planting of daffodil bulbs	High – October 2023 - <b>Achieved</b>	Purchase of bulbs	Councillors and Volunteers
Bird Sanctuary in playing fields	Planting of Daffodil Bulbs in front of the sanctuary	High – October 2023 - <b>Achieved</b>	Purchase of bulbs	Councillors and Volunteers
To continue to develop the bird sanctuary	Various Actions - <b>Achieved</b>	Medium	Budget allocated for this purpose.	Councillors and Volunteers
To liaise with the Vale of Glamorgan Council in relation to developing the scrub land at the top of Llandough Hill as an alpine garden.	To seek the Vale of Glamorgan Council's support in relation to the selection of a suitable contractor to prepare the land for planting. – <b>Not</b>	High – by May 2024	Budget to be allocated for this purpose	Contractor to prepare land and Councillors and volunteers to plant the area.

LOCATION	ACTION PROPOSED	PRIORITY AND TIMESCALE	RESOURCES	GROUP INVOLVEMENT
	achieved as cost too high.			

## 5. PLAN FOR 2024/25

LOCATION	ACTION PROPOSED	PRIORITY AND TIMESCALE	RESOURCES	GROUP INVOLVEMENT
Corbett Road Allotments – Land adjacent to the sub-station	Auditing of bird boxes and replace as necessary	Medium	Purchase of Boxes by Community Council	Allotment Tenants
Village Green, Village Garden and site in Playing Fields	Planting of wildflower seeds and fritillary yellow rattle plug plans	High – October 2024	Council to purchase seeds	Members of Biodiversity WP and Cardiff Conservation Volunteers to prepare sites.
Sites in ownership of Community Council	Planting of daffodil bulbs (including narcissus) and fritillary snake's head	High – October 2024	Purchase of bulbs	Councillors and Volunteers
Bird Sanctuary in playing fields	Auditing of bird boxes in the sanctuary to identify inhabitation and disinfect as necessary. To erect surplus bird and bat boxes with bat boxes to face south and bird	High – October 2023 - <b>Achieved</b>	Purchase of bulbs	Councillors and Volunteers

LOCATION	ACTION PROPOSED	PRIORITY AND TIMESCALE	RESOURCES	GROUP INVOLVEMENT
	boxes north east. To install a pipe in order to divert water into the sanctuary			
To continue to develop the bird sanctuary	Various Actions - <b>Achieved</b>	Medium	Budget allocated for this purpose.	Councillors and Volunteers
To liaise with the Vale of Glamorgan Council in relation to developing the scrub land at the top of Llandough Hill as an alpine garden.	To seek the Vale of Glamorgan Council's advice as to whether the area could be grassed over and planted with bulbs	High – by September 2024	Budget to be allocated for this purpose	Contractor to prepare land and Councillors and volunteers to plant the area.
To prepare a planting location plan using software known as 'What3Words'	To be determined			