

# LLANCARFAN COMMUNITY COUNCIL

## CYNGOR CYMUNED LLANCARFAN



### MINUTES OF THE MEETING OF LLANCARFAN COMMUNITY COUNCIL HELD AT THE VILLAGE HALL, LLANCARFAN ON 21<sup>st</sup> June 2018, 8:00pm

#### PRESENT

Councillor M Hughes – Chairman  
Councillors – J Angell, Mrs K Kemp, Mrs J Scott-Quelch, Mrs J Lott, Mrs M Thomas, A Thomas, A Paulett and Dr A Rees  
Vale Councillor – G Kemp

Apologies: Cllr P Bear

- 1806/057**     **Robert Carter** – Cllr Hughes gave a brief eulogy following the sudden and sad death of our Clerk on 8th June. A minutes silence was held in his memory.
- 1806/058**     **Declarations of Interest.** – None.
- 1806/059**     **To Approve the Minutes of the previous meeting.**  
The minutes of the meeting of 19<sup>th</sup> May 2018 were approved. Proposed Cllr A Thomas, Seconded Cllr Mrs M Thomas - **Approved**
- 1806/060**     **Matters Arising.**
- Footpath on Pancross Hill, it was noted that the footpath had been cleared of scrub and grass and was usable. Cllr A Thomas confirmed that this work was carried out by Pancross Farm not the Vale Council.
  - Cllr Hughes asked Cllr whether the Vale Council was spraying the verges as there was now considerable growth by the school wall and the burial ground wall. Cllr also stated that the footpath on Pancross hill had vegetation growth between the kerb line and the footpath that needed spraying. Cllr G Kemp said he would ask about spraying.
- 1806/061**     **Llanccarfân Primary School**  
Cllr Angell explained that the second consultation document about the proposal for a new school in Rhoose to incorporate Llanccarfân School had been issued. There were three main differences compared with the first, the word 'migration' had been changed to 'transfer', the catchment area for the new school had been altered to include Llanccadle and Llanbethery and the Community Impact report had been re-written.  
Cllr Angell stated that he had taken an action at the last meeting to write to the Vale Council to object to the issue of a second consultation before the period for the first had ended, he had not done this and asked whether Cllr Mrs M Thomas would take on his action to which she agreed. Cllr Angell said that he would re-write the consultation response that the LCC had submitted to the first consultation to suit the second and would circulate for approval prior to submitting. It was noted that the submission date was 9<sup>th</sup> July.

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1806/062

### Clerk

Following the death of Robert Carter the LCC now need a new Clerk and Responsible Financial Officer. Cllr Angell explained that he had been approached by a neighbour, Kim Barry, who was keen to take on the role. Mrs Barry is involved in a number of charitable committees and is used to chairing committees. Cllr Angell had met with Mrs Barry and explained the role. She seemed to be suitable qualified but with no handover would require some assistance.

It was decided that she should be asked for interview, Cllr would arrange this. In attendance would be Cllrs Mrs J Scott-Quelch, Mrs K Kemp and J Angell.

Cllr Hughes proposed that in order we should not have the problems we face at the moment gaining access to the previous Clerk's computer and our e-mail we should purchase an LCC computer with passwords known to more than one person. Proposed by Cllr Mrs J Scott-Quelch and seconded by Cllr Mrs M Thomas - **Approved**

Cllr would check our insurances to see if we could make any claim against the death of Robert Carter, i.e. business interruption. Also Cllr was not certain as to whether any payment was still due to Robert's estate after his death. Cllr Mrs K Kemp agreed to check this, Cllr Angell would pass over the terms and conditions of employment.

A query was raised as to whether we needed to advertise the role; Cllr Hughes took an action to check with OVW.

1806/063


### Committees

- Road Matters Committee – Cllr Dr Alex Rees had contacted the Vale Council about verge cutting and had been told that this will start mid-July. She will also re-sent the last letter to M Clogg and was asked to point out that some junctions are now dangerous due to the vegetation growth and in particular the junction of the Walterston Lane with the Five Mile Lane. Cllr A Thomas stated that there had been no contact from the Vale Council with local farmers about the road conditions and filling of the verges. M Clogg had said that this contact would happen.
- Burial Ground – Cllr Hughes said that he had carried out an inspection of the grave stones and there were no problems. However one bench, that erect by Julie Potter, needed maintenance. Cllr Mrs J Scott-Quelch said that there was a form to complete for the inspection. Cllr Angell will look out the form and will also make contact with Mrs Potter. Barry Town Council had now accepted the MOU proposed by the WG about child burials. She would circulate the letter. A meeting needs to be arranged with the PCC about the grant application, Cllr Angell will send her a copy of the last correspondence. A letter and drawing had been received from the Architect for the PCC about carrying out a topographical survey of the burial ground adjacent to the church. This is to do with possible drainage works to alleviate dampness in the church at the south=west corner. After a brief discussion this work was approved, proposed Cllr Mrs J Scott-Quelch, seconded Mrs K Kemp - **Approved**
- Planning Committee – There had been an application for another ménage, this at Cliff House. This had not been received due to the e-mail problems and so not circulated. Cllr Angell suggested that as previous ménage the LCC would not object. Proposed by Cllr Mrs K Kemp and seconded by Cllr Mrs M Thomas. Cllr G Kemp would chase the Vale planners to look at the new field entrance being built opposite Penn y Lan Barn on the lane to Broomwell.
- Community Mapping Committee – Cllr Mrs M Thomas now proposed that the meeting with local clubs and associations be delayed from late June to July. She would action this and she would also circulate a list of those being asked to attend so any missed could be added. Cllr Hughes took an action to ask OVW if they had any model documents for Community Mapping.
- Well Being of Future Generations Act Committee – work is still in progress.
- Finance Committee – Cllr Angell confirmed that he was due to meet with the accountants carrying out the internal audit and that he had managed to find most of the information required. He confirmed that he now had access to the bank accounts on-line. The updated Risk Assessment has been circulated. Cllr Angell went through the items and asked for approval of the figures as they stood, proposed Cllr Mrs K Kemp, seconded Cllr Mrs J Lott - **Approved**

1806/064

### Correspondence,

A letter had been received from the Housing Association proposing to build on the land to the south of the school adjacent to the tennis court. They want to meet with us at the July meeting and then intend to hold a public meeting in the Village Hall. A discussion took place as to how

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the LCC should approach this development, but no conclusion reached as so little information was available.

A letter had been received from Mrs Ann Ferris asking for permission for the Village Show to erect a marquee on the burial ground adjacent to the Village Hall. It was agreed that this should be allowed as long as the proper insurances were in place, it was supervised and any damage was made good. Proposed Cllr Hughes seconded Cllr Dr Alex Rees - **Approved**

1806/065

**Finance  
Community Account**

Receipts £0.00

Payments

Zurich Insurance £167.44

R Carter £379.29

HMRC £147.20

**Burial Account**

Receipts £0.00

Payments £0.00

1806/066

**Reports from Representatives.**

None

1806/067

**Item for consideration at the next meeting**

- WYG presentation on the housing proposal south of the school, Cllr GK took an action to look at housing demand in the area
- Link road from J33 of the M4 to the A48
- Vale Cllr G Kemp explained that the vale Council was looking at divesting itself of assets, one could be the Village Hall. He took an action to get a copy of the paper.

Meeting closed at 21.40hrs



.....CHAIRMAN

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