

# LLANCARFAN COMMUNITY COUNCIL

## CYNGOR CYMUNED LLANCARFAN



### MINUTES OF THE MEETING OF LLANCARFAN COMMUNITY COUNCIL HELD VIA VIDEO CONFERENCING ON ZOOM AT 7.30PM 20<sup>th</sup> MAY 2021

**PRESENT** Councillors: Cllr K Kemp, Cllr T Thomas, Cllr A Rees, Cllr J Lott, Cllr T Bluff-Higgins, Cllr J Scott-Quelch, Cllr J Angell, and Cllr P Bear.

**Visitors** Cllr G Kemp,  
8pm for item 2005/497 only, Mr Scott Hand, Natural Resources Wales

**Apologies** Cllr M Hughes

**In attendance** Mrs J Western – Clerk

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**2005/476 To Receive Apologies for Absence**

Apologies for absence received and accepted from Cllr M Hughes.

**2005/477 To receive any declarations of interest.**

Cllr T Thomas declared an interest to the items which involved Pancross Farm. Cllr A Rees for item 2005/494 - To discuss and make a decision on the request for a grant to assist with the Llantrithyd church yard upkeep.

**2005/478 To endorse the positions to the office the Chairman and Vice Chairman for the period 2021/2022**

Cllr J Scott-Quelch nominated Cllr K Kemp remain in the role of Chairman which was seconded by Cllr T Thomas, and agreed by all. It was **RESOLVED** that Cllr K Kemp was re-elected as Chairman.

Cllr P Bear nominated Cllr A Rees remain in the role of Vice-Chairman which was seconded by Cllr J Lott, and agreed by all. It was **RESOLVED** that Cllr A Rees would be re-elected as Vice-Chairman.

**2005/479 To agree the Standing Committees for the year 2021/2022**

It was **RESOLVED** that the members of other committees would remain the same.

**2005/480 To re-endorse the Member's Code of Conduct [The Local Authorities (Model Code of Conduct) (Wales) Order 2008] for Llanccarfân Community Council adopted in May 2016**

It was **RESOLVED** to re-endorse the Member's Code of Conduct for the ensuing year, proposed Cllr T Thomas and seconded by Cllr A Rees.

**2005/481 To re-endorse the Standing Orders for Llanccarfân Community Council**

It was **RESOLVED** to re-endorse the Standing Orders for the ensuing year, proposed Cllr J Lott and seconded by Cllr T Thomas.

- 2005/482**      **To re-endorse the Financial Regulations for Llancarfan Community Council 2019 edition**  
It was **RESOLVED** to re-endorse the Financial Regulations for the ensuing year, proposed Cllr K Kemp and seconded by Cllr J Scott-Quelch.
- 2005/483**      **To approve that the Clerk continues as RFO**  
It was **RESOLVED** to approve the Clerk to continue as RFO for the ensuing year, proposed Cllr J Scott-Quelch and seconded by Cllr K Kemp.
- 2005/484**      **To request all Councillors accept / decline the Community Councillor annual salary. ACTION** - Clerk to send out letter of acceptance/decline to all Councillors with responses to clerk by 17<sup>th</sup> June 2021.
- 2005/485**      **To receive the Chairman's Annual Report for 2020-2021**  
Cllr K Kemp gave her report for the previous year.  
  
It was **RESOLVED** that the Chairman's report be accepted by the Council, proposed by Cllr J Scott-Quelch and seconded by Cllr J Angell.  
  
**ACTION** – A copy of the Chairman's report will be placed on each notice board and uploaded to the website.
- 2005/486**      **To confirm the dates, times and place of ordinary meetings of the Council for the ensuing year.**  
It was **RESOLVED** that the meetings would continue to take place on the third Thursday of each month at 7.30pm (with the exception of August when there is no meeting) either entirely virtually or in the Llancarfan Community hall using a hybrid method.
- 2005/487**      **To appoint members to serve as the Council's representatives with the under mentioned bodies:**
- Airport Consultative Committee - Cllr J Scott-Quelch to continue.
  - Tarmac Community Liaison Committee – Cllr T Thomas to continue.
  - One Voice Wales (up to 2 Councillors) – Cllr P Bear to continue and Cllr J Angell would continue to be the substitute representative.
  - VGC Community Liaison Committee Representative (1 Councillor plus 1 substitute) – Cllr A Rees to continue and Cllr J Lott to continue to be the substitute representative.
- 2005/488**      **To appoint an Internal Auditor for 2021/2022 (currently the auditor is Mr J Dix)**  
It was **RESOLVED** that the Mr J Dix would be appointed as Internal Auditor by the Council, proposed by Cllr K Kemp and seconded by Cllr J Angell.
- 2005/489**      **To review the Council's Fixed Asset Register (attached)**  
It was **RESOLVED** that the Fixed Asset Register was agreed, proposed by Cllr T Bluff-Higgins and seconded by Cllr A Rees.
- 2005/490**      **To review the Council's Risk Assessment Register (attached)**  
It was **RESOLVED** to agree the Risk Assessment Register with the following change, proposed by Cllr J Scott-Quelch and seconded by Cllr P Bear:
- £5000 on repairs to the riverbank walls based in the quotes received should be doubled to £10,000.

The following comments were noted:

- **ACTION** - Chair to write to the Eastern Vale Churches regarding the repair of the footpaths. If a pothole in the path, it would be the LCC's responsibility.
- Church has a right of way so should have some responsibility.
- There was an agreement that they would contribute to repairs if need, signed by Peggy Jackson. They were approached for £1000 towards some upkeep of the path as they were running lorries over the path. The request was ignored.
- **ACTION** - Cllr J Angel to send all previous correspondence to Cllr K Kemp
- Equitable responsibility to carry out some repairs to the path that leads to the church unless there was legal agreement.
- Councillors would like to see the Transitional Order which transferred the Burial Ground to the LCC.

**2005/491**

**To receive the report from the PCSO**

Llancarfan

06/04/2021 – Burglary (Broomwell lane) Chainsaw and petrol strimmer stolen from stables.

No suspects identified.

Llancadle

Nothing of note

Llanbethery

13/04/2021 – Suspicious male walking around the village asking people in regard to the census. Area search carried out; however, male was not located. No further calls.

Llantrithyd

Nothing of note.

**2005/492**

**To approve the minutes of the previous Council meeting of 15<sup>th</sup> April 2021**

The minutes of meeting of 15<sup>th</sup> April 2021 were **Approved** – Proposed by Cllr J Angel and seconded by Cllr T Bluff-Higgins.

**2005/493**

**To discuss any matters arising from the minutes that are not agenda items**

- 1504/464 - The Chair wrote a letter to Sue Taylor (co-ordinator of St Cadoc's church) regarding the request to refurbish the burial ground gates and lights and explained that the LCC is currently spending around £6000 annually on the burial ground and is therefore unable to agree the request.
- 1504/468 – The Clerk tried to contact Clive Moon but found out his is off work due to illness. Michael Clogg responded in his absence.
- 1504/471 - Cllr G Kemp has also spoken to Miles Punter who is happy to come out and see the road issues and flooding issues of 1504/468. Cllr A Rees, Cllr J Lott, Cllr T Thomas, Cllr J Angell, Cllr J Scott-Quelch to liaise with Cllr G Kemp and Miles Punter regarding a village visit. Potholes in Walterston have been filled in the last 24 hours. The potholes that were marked have been done. Cllr J Angell contacted the Vale Council last week saying it was dangerous.

**2005/494**

**To discuss and make a decision on the request for a grant to assist with the Llantrithyd church yard upkeep.**

**Cllr A Rees left the meeting for this item**

The Clergy in East Vale have written to the LCC asking for assistance for the upkeep of the church yard. A response was sent from the Chair asking how much it cost to

maintain the church yard and the church warden responded that in 2020 it cost £1686.50.

After a lengthy discussion, Cllr J Angell proposed a one-off grant of £500 making clear that it would not be an annual donation but just a one-off grant. This was seconded by Cllr T Bluff-Higgins and put to the vote. The motion was not carried, and it was RESOLVED that the LCC would not make any contribution to Llantrithyd church yard.

**2005/495 To discuss and decide on a contractor for the Riverbank wall and footpath maintenance.**

**ACTION** – Carried over to next meeting due to Cllr M Hughes' absence.

**2005/496 To discuss and decide on the refurbishment of burial ground gates and lights.**

This was resolved at the last meeting and should not have been on the agenda.

**2005/497 To discuss the NantCarfan Catchment Project – Mr Scott Hand, Natural Resources Wales (NRW)**

Mr Hand reported that it had been a disrupted year which has curtailed some the things that NRW would have liked to have taken forward. The NRW are working with the wildlife trust and Amelia trust on a couple of elements.

There are flood risk issues in Llancarfan. The environment team assessed the area in the response to pollution incidents. Their view had concluded the normal measures, such as to build a wall either side of the river were not feasible within the centre of the village. There is, however, a good opportunity to undertake nature based and natural flood prevention measures. The aim is to slow the flow, manage the upper parts of the catchments, and slow the flood peak at the points where it can cause damage.

NRW are intending to undertake work along those lines. This will not necessarily solve the flood risk in Llancarfan but should help.

The idea is a lot of small minor interventions in the catchment will help to bring the flood risk down. It may include placing large woody debris in the river, away from infrastructure to slow the water down on to the surrounding land rather than arrive in the catchment in one major event. These approaches are good for improving water quality and producing wet land and for nature, without undertaking large engineering works.

Compacted land will make the water run off fast, a fix could be a very low bund of earth that just slows the run of and holds it up for an hour. The delay stops it getting to the river straight away.

Tree planting and reinstating hedgerows can help with flooding as it produces a route back into the ground which can help for infiltration. It is possible to encourage areas to become wetter without impacting on landowners agricultural set up.

The NRW does not have a very large budget has but been in discussion with a couple of landowners prior to COVID. NRW would like to appeal for ideas or issues from local landowners. Relationship with landowners is crucial. Discussions with landowners have stalled over the past month but that could be for several reasons due to today's climate.

**ACTION** – The LCC to discuss where the problem areas are and then arrange a site visit with Scott Hand.

Keep item on the agenda.

- 2005/498**      **To discuss the Llancafarn Primary school site**  
No update.
- 2005/499**      **To discuss flooding in Llantrithyd and water discharging from Pantyffynnon quarry**  
To be discussed under the planning item.
- 2005/500**      **To discuss the new Local Government and Elections (Wales) Act 2021**  
Community hall will not be installing broadband.  
**ACTION** – The clerk to source prices for the equipment needed for hybrid meeting from the community hall.
- 2005/501**      **To discuss any preparation for Operation London Bridge**  
A portrait of the Queen will be sourced and a location agreed for floral tributes. The book of condolence will be held centrally by the Vale of Glamorgan Council. The churches will be alerted for the bell ringing, Sue Taylor for Llancafarn and Cllr A Rees for Llantrithyd.  
No other action will be taken.
- 2005/502**      **Committee updates**  
**Road Matters Committee**  
There has not been a meeting, but lengthy discussion under item 2005/495.

#### **Planning Committee**

##### Planning Approvals

1. **2021/00275/FUL - Pancross Farm, Llancafarn**  
Extension to Agricultural Machinery Workshop
2. **2020/00718/FUL - Land off Broomwell Lane, Llancafarn**  
Erection of stable building, polytunnel and retention of horticultural outbuilding and grasscrete access track  
Applicant reapplied with a smaller development with a smaller agricultural building in a different location. This was approved.

##### Planning Applications

3. **2021/00409/FUL - Garn Farm, St. Hilary**  
Siting of 4 no. log cabins for tourism use with associated landscaping works.

Comments: This ticks a lot of boxes for the Vale, development for tourism, sustainable, environmental assessment. There is a concern that they did not mention the barn; the owl boxes were recently taken down. There are owls, foxes, and bats in that area around the old barn.

The footpath and the bridle path link at the moment, the track joining them will become the access road to the log cabins and the permissive right of way could disappear.

**ACTION** - Cllr P Bear will liaise with Cllr A Rees regarding the owls and the paths, and the proximity to local housing to enable him to draft comments which will be submitted to the Vale Council.

4. **2021/00534/FUL - Curnix Farm, Ty Frandy, Cuckoo Mill Lane, Moulton**  
Variation of Condition 1 of Planning Permission 2016/00434/FUL - Proposed replacement dwelling with ancillary garage/store and home office.
5. **2021/00507/FUL - Tudor Cottage, Llanbethery**  
Demolition of existing garage, alteration of swimming pool and external alterations to the house including Juliet balcony and enlarged dormers.
6. **2021/00565/FUL - Stepping Stones, Llancarfan**  
Internal alterations and refurbishment at ground and first floors to create 3 bedrooms and 3 bathrooms at first floor level and improve the kitchen, dining and living accommodation at ground floor level.
7. **Seth Hill Quarries**  
A formal notice that a planning application to extend the quarry will be made. The pre application consultation has not gone to all residents of Llantrithyd only close neighbours. Details to be sent to Councillors from Llantrithyd. This will generate traffic for the next 15 years. A response to be made by 9<sup>th</sup> June 2021.  
The resident's association set up a group – found out about the consultation yesterday and the committee is meeting next week. The LCC planning committee will meet after that meeting.  
**ACTION** – a planning committee meeting to be arranged. Cllr J Angell to send out potential dates. It will be a two-item agenda.
8. A letter from Sirius Planning has been received in relation to the Oaklands Solar Farm which is proposed to be developed on land adjacent to the Five Mile Lane. It must go to Welsh government for determination.  
**ACTION** – Cllr J Angell to circulate the details to all councillors.
9. On the land south of Greendown Stables, there is a building which is looking more like a house. This has been raised with the Vale council and is being investigated.

#### **Burial Ground Committee**

An informal meeting to be arranged to review the rules and regulations and bring a recommendation back to the Council.

**ACTION** – Cllr J Scott-Quelch to arrange the meeting.

#### **Community Engagement and Future Generations Committee**

There has not been a meeting.

#### **Finance Committee**

There has not been a meeting.

#### Payments

Clerk Wages April 2021	£398.89
HMRC PAYE Clerk April 2021	£75.00
Edenvale Invoice 1481	£666.00

All payments were agreed by all. The cheques and audit to be signed by two signatories on the weekend.

#### Receipts

Precept £4,117.00

Bank Balances

General Account opening statement balance as at 20<sup>th</sup> May 2021 £24,094.43

General Account projected balance at 17<sup>th</sup> June 2021 £21,859.79

**2005/503**

**Correspondence**

There was none.

**2005/504**

**Reports from Representatives, and the Clerk**

Llancarfan School Governors – Cllr J Scott-Quelch

The next meeting will take place at the beginning of June.

Airport Consultative Committee – Cllr J Scott-Quelch

The meeting took place on 19<sup>th</sup> May 2021. They were expecting Whizz air to start in June, but it is complicated at the moment due to COVID. The airport itself does not decide whether people can travel abroad – it is the airlines.

The airport was very complimentary about Welsh Government and support they have received.

One Voice Wales - Cllr P Bear

The meeting took place on 19<sup>th</sup> April 2021. The guest speaker was Karen Probert from Planning Aid Wales. Karen explained about Place Plans, which is a local level land use plan and planning guidance that is Community council led.

Planning Aid Wales has previously acted on behalf of Newtown Town Council, but it cost the town council in excess of £16,000 which is not viable for the LCC as it is a small community council. A group of councils could get together to share the cost of the resources.

Vale of Glamorgan Community Liaison Committee - Cllr A Rees

The meeting took place on 27<sup>th</sup> April 2021.

Police report given by Chief inspector Arabella Rees (newly appointed April 2021). Arabella.rees2@south-wales.police.uk. New local policing inspector for Barry and the Vale is Insp Mark Henderson.

Fire service report (by e mail) Christian Hadfield. He reported low levels of accidental fires and good staffing levels.

Presentation on future capacity of community services by Lisa Dunsford, Director of Operations for primary, community and intermediate care for C+V university health board:

‘Western vale cares for 30,000 people in 3 GP practices over 7 sites. Llantwit Major has funding to increase in size. There is a projected increase in population of 4384 in 2000 new homes around the western vale. There are plans to move away from the doctor led model to a multidisciplinary team approach using physios, health care assistants etc’.

Section 106 monies: If any CC would like a section 106 officer to attend a community council meeting to offer advice and guidance email Charlotte Raine at clraine@valeofglamorgan.gov.uk.

Cllr Cuddy, as the Public Service Board (PSB) Representative, advised that the minutes of previous PSB Meetings were available online for information.  
Link to minutes: <https://www.valepsb.wales/en/PSB-Meetings.aspx>

Project Zero was mentioned. It ran until 12/05/21. It is the VOG response to the Climate change emergency.

• Consultation Information on Project Zero can be found here:  
[https://www.valeofglamorgan.gov.uk/en/our\\_council/consultation/Project-Zero.aspx](https://www.valeofglamorgan.gov.uk/en/our_council/consultation/Project-Zero.aspx)

• The consultation period runs until the 12<sup>th</sup> May 2021.

**ACTION** – clerk to invite Section 106 officer to a meeting in the next few months.

Tarmac Community Liaison Committee – Cllr T Thomas

There has not been a meeting.

**2005/505**

**Items for consideration for next month's Agenda**

The UK government for expression of interest to host a nuclear fusion station. The Vale offered the Power station and used the urgency procedure. Cllr G Kemp did raise the issue at a Vale Council meeting but it could not be discussed as it was passed through under the urgency procedure.

**RESOLVED** – it was decided that this will not go on the agenda.

- Update on the Website.

**2005/506**

**To discuss the run-off from the Biodigester area.**

**Cllr T Thomas left the meeting prior to this item.**

Cllr G Kemp has raised the issue with planners, and now Michael Clogg is involved.