

LLANCARFAN COMMUNITY COUNCIL

CYNGOR CYMUNED LLANCARFAN



MINUTES OF THE MEETING OF LLANCARFAN COMMUNITY COUNCIL HELD VIA VIDEO CONFERENCING ON ZOOM AT 7.30PM 21ST JANUARY 2021

PRESENT	Councillors: Cllr K Kemp, Cllr T Thomas, Cllr A Rees, Cllr T Bluff-Higgins Cllr J Scott-Quelch, Cllr J Angell, Cllr M Hughes, Cllr P Bear and Cllr J Lott.
Visitors	Cllr G Kemp
Apologies	Cllr M Thomas
In attendance	Mrs J Western – Clerk

- 2101/409** **To Receive Apologies for Absence**
Apologies were received and accepted from Cllr M Thomas.
- 2101/410** **To receive any declarations of interest**
Cllr T Thomas declared an interest in item 2101/425 - To receive an update on the noise reported from Pancross Farm.
- 2101/411** **To approve the minutes of the previous Council meeting of 17th December 2020**
The minutes of meeting of 17th December 2020 were **Approved** – Proposed by Cllr J Scott-Quelch and seconded by Cllr J Angell, subject to a few typos and alterations which were agreed by all.
- 2101/412** **To discuss any matters arising from the minutes that are not agenda items**
There were none.
- 2101/413** **To agree the budget and precept for 2021-2022**
All councillors were sent copies of the up-to-date accounts, projected accounts to year end, the precept letter from the Vale Council, the proposed budget and precept with various options and details of the risk assessment and asset register, prior to the meeting.

Precept

A discussion took place based around the options which the Chair had sent to all councillors prior to the meeting. Taking into consideration what the Council holds in reserves and the prevailing world situation, it was decided to raise the precept by 2%. This was proposed by Cllr J Angell, seconded by Cllr J Scott-Quelch and agreed by all.

Following a query from Cllr A Rees as to why St Cadoc's church does not have financial responsibility for the burial ground, Cllr J Scott-Quelch informed councillors that in 1932, the land was transferred to the then parish council. In the past, the Church in Wales has said they cannot afford to contribute to repairs to the burial ground and wall.

Previously, the LCC has tried to raise Grant Aid for help towards the pathway leading up to the church doors by involving the church but this has not been successful. The church does not appear to want to spend money on anything outside of the church. The LCC is responsible for the paths, walls, everything outside of the church building. The church has access, in law, across the burial grounds.

ACTION – Going forward, research into grants which the Council could apply for - potentially jointly with the church.

Risk Assessment

The Chair indicated that the risk assessment which she had sent to councillors had not been amended/updated from last year as she considered that some of the figures were no longer appropriate. It was acknowledged that the Council holds large sums of money for a small community council budget. However, there are certain risks which have to be considered and planned for. It is likely that the river walls and bridge will need to be repaired in the coming months, an item which has been in the risk assessment for some time. The main path to the church itself will have to be repaired.

The risk assessment contains a figure for accidental damage to the burial ground wall. The LCC had a lot of work carried out on the wall a few years ago for which the council received grant aid but still had to contribute a substantial amount towards. In its general condition, the risk assessment for wall repairs could be reduced to £2000. Need to have the funds for the risk assessment but need to be a bit more realistic. The items listed in the risk assessment are purely risks and the council should expect the total cost of the risk to be at or above the amount held in reserves.

It was agreed that the risk assessment could be pared back and updated for accuracy.

The following changes to the risk assessment were proposed by Cllr M Hughes, seconded by Cllr J Angell and agreed by all:

Line 1 – Churchyard Wall to be reduced to £2000.

Line 5 – Car park lights and footpath maintenance to be reduced to £2500, with the reference to car park lights removed as this is not going ahead following the cables in the church being sliced through. The cost of rewiring the church is too large to contemplate.

Line 11 – Riverbank retaining wall to be raised from £1000 to £5000.

ACTION – Chair to make changes and send to Councillors.

Fixed Assets

The fixed asset amounts cannot be depreciated for audit purposes; however, assets can be removed if they no longer exist. The roadside benches will be updated to reflect the seats which are no longer in existence and the roadside bench in Llantrithyd which will be installed in the coming month.

A table of anonymised tenders was sent to Councillors prior to the meeting. A discussion took place and it was decided that Company B was the preferred option. This was proposed by Cllr J Angell and seconded by Cllr A Rees.
ACTION – The Clerk will inform the companies.

2101/415 To agree action for the maintenance which needs to take place:

Footbridge

There are two issues with the footbridge:

1. Bad settlement church yard side resulting in a step.
2. Screws holding down tread plate are loose.

The Vale of Glamorgan council sent someone out to look at the tread plate but did not provide a quote. Cllr M Hughes has obtained a quote from one company, TPW, and has filled out an online form for another contractor but has not received a response as yet.

ACTION – Cllr J Angell and Cllr M Hughes to investigate damage and get more quotes from local contractors.

Riverbank walls

There are three areas where the wall is in poor condition. One either side of road bridge and another area closer to the church. The tree trunk that is holding up the wall has come away from the bank.

ACTION – This issue will be an agenda item for next month's meeting.

Trees

A quote was received from JV trees, however, there is an enormous holly tree on the right-hand side of the main path which has grown through the yew tree and which needs to come out. A further quote will therefore be needed. It is a conservation area so consent is needed from the VOGC.

The removal of the holly tree was proposed by Cllr J Angell, seconded Cllr M Hughes and agreed by all.

ACTION – Quotes to be sought for all tree work.

Hedges

A quote has been received from JV Trees to lay the hedge from the church gates to village hall as it is overhanging the path for a stretch of 30 yards. This has to be carried out by 1st March 2021.

ACTION – Another quote to be sought and the issue placed on the agenda for next month's meeting.

2101/416 To receive an update on the debris in the river, riverbank clearance and maintenance.

During the last high water, the debris which was just upstream from the old ford was washed away from the sewer pipe, caught under the bridge at the Old Ford and pulled out by a resident.

A resident also contacted Cllr J Scott-Quelch yesterday to say that there were people in the river clearing debris. This may be a consequence of Cllr M Thomas's discussions with NRW.

Following the river through the fields from the footpath off Pancross Hill there is barbed wire across the river downstream of the village and here the river is full of debris and timber. If NRW are cleaning, they need to go further down the river.

2101/417 To discuss the NantCarfan Catchment Project

Cllr M Thomas had asked for this item so it will be postponed to next month's meeting.

2101/418 **To discuss the potential name of the new Llancarfan school building in Rhoose.**
A notice was sent out to all pupils which included information regarding the school's proposed change of name. At the recent School Governors' meeting, Cllr J Scott-Quelch was asked if the LCC could discuss the matter and report back to the Governors as they would like an input from the Community Council. A short discussion took place as a result of which it was AGREED that Councillors did not consider it appropriate that the school should continue to be called 'Llancarfan School' when it has relocated to Rhoose. This was proposed by Cllr T Thomas, seconded by Cllr J Scott-Quelch and agreed by all.
ACTION – The Chair will write a letter to the Chair of the Governing Body of Llancarfan Primary School informing her of the Council's view.

2101/419 **To discuss the changes wanted to the new website.**
Councillors were asked to look at several Community Council websites in order to give examples to the web designers of what was required for the new LCC website. After discussion, it was AGREED that the Community Council website that is the closest to the LCC's requirements is the St Donats CC website. This was proposed by Cllr T Bluff-Higgins, seconded by Cllr J Lott and agreed by all.
ACTION – The Clerk will liaise with the web designers and communicate the Council's views to them.

2101/420 **Committee updates**
Road Matters Committee
Cllr A Rees has been corresponding with Michael Clogg in the Vale of Glamorgan Council and copies of her email exchanges with him had been forwarded to all Councillors prior to the meeting.

Mr Clogg has promised to get back to Cllr A Rees with a date when the work on the road from the quarry up to the A48 will be done. Whilst he has not given a date as yet there are signs up saying that the road will be closed tomorrow night, so it is hoped that it is to carry out the road repairs.

Cllr A Rees has asked Mr Clogg about the safety of the road junction between the A48 and the road heading south to Pantyffynon quarry (opposite the Tair Onen estate). Traffic heading west on the A48 using this junction to head south does not have sight of any traffic approaching the junction from the direction of the quarry. Traffic heading east on the A48 turning right into this lane has to pause in the middle of the A48 in a 'ghost island junction' which leave these vehicles vulnerable to oncoming traffic, particularly overtaking traffic.

Mr Clogg responded that 'I am unaware of any specific collisions at this junction giving rise to a safety concern and, as such, I consider that a reasonable level of safety pertains at this junction with regular users doing so safely with appropriate caution and I therefore do not consider there is a need for any further actions at this time.'

A resident has contacted the Community Council with a request that that particular road be gritted. Cllr A Rees passed on this request and received the following from Mr Clogg's 'The Council has no plans to increase its precautionary gritting routes at this time given current budget constraints and I therefore regret I cannot assist with your request for the reasons stated. The Council's current roads which receive precautionary salting treatments are shown on the website via the link below'.

<http://www.valeofglamorgan.gov.uk/en/living/Roads/Gritting.aspx>

The resident who enquired about the gritting has been sent the response from the Mr Clogg.

There is no progress on the road from the Aubrey Arms to Pancross and Llancadle, the road is in a terrible state with quite a bit of flooding and the edge of the road is very unstable. If you leave the central carriageway to the edge, vehicles are in danger of becoming damaged.

Brewers Lane is again impassable for anything other than four-wheel drives.

The road from Aberogwrn down to Treguff is in a terrible state. The road needs cleaning as it is a cycle route. It is thought that the road is getting dirty due to the tractor traffic from a local farm. If it is found to be due to farm vehicles, the onus is on the farmer to clear it. The road by Ty Draw Farm is also covered in silt and needs clearing.

There are a few new problems surfacing. The road to the quarry from Llantrithyd is also suffering with deep ruts on the edges of the road where they have collapsed. Vehicles which are not four-wheel drives could potentially get stuck. Mr Clogg has previously said that the highways department is not responsible for the verges and edges of the road. The road has actually subsided and made the highway narrower.

The hill going from Walterston to Llancarfan is very poor, yellow paint has been sprayed previously but nothing has been done.

The amount of water pooling on the road is causing the road to subside from Pancross to Llancadle.

ACTION – Cllr Rees to contact Mike Clogg regarding these issues. Cllr T Thomas agreed to speak to the local farmer.

Planning Committee

2020/01245/FUL - Cliff Farm, Llancarfan

Application for a garden room extension.

No comment

2020/01267/FUL - Meadow Farm, Llantrithyd

Application for a single-story side extension

Decision – refused due to the size of the proposed development being out of keeping with the size of the existing building.

No Comment

2020/01275/FUL - Field to the rear of New Mill Cottage, Llancarfan

Installation of 40 small demountable solar panels to be ground mounted (usually roof mounted) in an adjoining field, albeit the other side of the river from the house.

The planning committee has made the following observation to the Vale Council : how are the cables going to be taken across the river. Cllr J Angell informed councillors that the applicants have had to apply for a licence. An archaeology report also has to be put in place.

No further comment

2020/02398/FUL – Broadclose Farm, Moulton

Proposed conversion of an existing stone storage barn, to form holiday/tourist accommodation.

No comment

2020/00718/FUL - Land off Broomwell Lane, Llancarfan

Erection of agricultural building, polytunnel and retention of horticultural outbuildings and access track.

This was submitted several months ago and is still not determined.

There was an interest submitted by Vodafone to have the 4G mast which is sited above Llancarfan upgraded to 5G, which would require bigger equipment. This has now been removed from the planning portal.

A query was raised about why an access way has been made into a field the village side of D.E.A.L. Cllr Angell confirmed that permission was granted for a two base stable two or three years ago. The field has recently been sold.

Burial Committee

No burial committee meetings have taken place. A meeting will be scheduled in the coming months to discuss updating the burial forms and documentation.

Community Engagement and Future Generations

The committee met virtually on Monday 18th January 2021. A lot of work is being carried out to enable the council to compile a newsletter which will go out to residents on a quarterly basis. It will be emailed to those residents who sign up for an electronic version and a hardcopy sent to those who would prefer.

The committee also discussed footpaths in the area and how they can/should be improved.

It would be useful to gain information on the demographics of the wards, but the committee has not been able to establish this.

Research is taking place into a handyman service which is possibly offered by Age Concern to see if it would be a worthwhile venture for the area.

Finance Committee

The External Audit for 2018-2019 has been completed and report has been circulated to all Councillors, put up in all four noticeboards and uploaded to the website. The clerk is awaiting an invoice for the audit.

The External Audit for 2019-2020 had been carried out by Grant Thornton in October 2020 but as the report could not be completed until Audit Wales had signed off the 2018-2019 audit, the dates for completion lapsed. Grant Thornton have now passed on the 2019-2020 audit to Audit Wales. The clerk is waiting for correspondence regarding this audit.

The 2020-2021 audit for LCC will be carried out by Audit Wales as part of the new three-year cycle.

2101/421

Finance

Payments

Clerk Wages December 2020

£489.67

HMRC PAYE Clerk December 2020	£93.60
ICO Annual Payment	£40.00

All payments were agreed by all. The cheques and audit to be signed by Chair and another Councillor over the weekend.

Receipts

Precept	£4,036.00
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Bank Balances

General Account opening statement balance as at 21 st January 2021	£20,724.68
General Account projected balance at 18 th February 2021	£19,786.41
Burial Account opening statement balance as at 21 st January 2021	£1,946.48
Burial Account projected balance at 18 th February 2021	£1,946.48

2101/422

Correspondence

The LCC has received an email from Paula Westall, Democratic and Scrutiny Assistant at the Vale of Glamorgan Council stating that ‘following a Standards Committee meeting in January 2020 the following resolution was made “(3) T H A T Independent Members continue to undertake observations of up to three meetings each year and advise the Principal Democratic and Scrutiny Services Officer of the dates they would be considering attending.”

As such, one of our Independent Standards Committee Member’s wishes to observe your Community Council meeting on 18th February, 2021. The Member’s name is Mr. R Alexander’.

ACTION – The clerk will send the link and agenda to Mr Alexander via Paula Westall.

2101/423

Reports from Representatives, and the Clerk

One Voice Wales – Cllr P Bear

The next meeting is due to take place next week.

Planning Aid Wales Seminar – Cllr P Bear

Cllr P Bear attended the Planning Aid Wales virtual seminar regarding the new planning set up for strategic planning in Wales. It involves combining the strategic planning tasks into four corporate joint committees each of which will represent a group of local authorities, North Wales, Mid Wales, South East Wales and South West Wales. Each group will have about ten Local Authorities within it and will be legally constituted bodies and the representatives on each one will be the Leaders of each council concerned. Legislation has only just been passed, but each representative will be responsible for strategic planning for their areas, roads, housing, land management, housing site allocations. Therefore, all the larger planning applications will all be dealt with by these larger planning committees. They will also be responsible for producing strategic development plans – a task which the Welsh Government considers can be done within four years.

It will be hopefully up and running by spring 2022 and then they will have four years to produce actual plans. It will be a major upheaval in planning process.

The Council will be receiving copies of the slides that were included in the seminar.

ACTION – Clerk to distribute slides when they are received.

Llancarfan School Governors – Cllr J Scott-Quelch

The majority of the agenda was to discuss the school's arrangements for blended learning and the COVID situation. The school is providing onsite education for about twelve pupils who are either classed as vulnerable or have parents who are key workers.

The potential name change for the school was discussed under item 2101/418 To discuss the potential name of the new Llancarfan school building in Rhoose.

Vale of Glamorgan Community Liaison – Cllr A Rees

There has not been a meeting this month.

Tarmac Community Liaison Committee – Cllr T Thomas

There has not been a meeting this month.

2101/424

Items for consideration for next month's Agenda

- To discuss quotes for works to trees, hedges, footpath and wall repairs.
- Police report from PCSO
- NantCarfan Catchment Area

Before he left the meeting, Cllr T Thomas informed Councillors that Mr Evan Williams won the Welsh Grand National - a huge achievement which should be acknowledged and congratulated.

ACTION - A letter to be sent from Chair on behalf of LCC.

2101/425

To receive an update on the noise reported from Pancross Farm.

Cllr T Thomas left the meeting prior to this item.

The Chair has spoken to a resident who has made a complaint regarding the noise from Pancross Farm. The complainant said it is an issue twenty-four hours a day and seven days a week.

It was noted that there is a large amount of work being carried out at the farm and it is continuing to take place throughout the night and the early hours of the morning.

Previous complaints regarding noise in the past have been resolved by Mr Thomas

If the noise continues to be a huge problem, it may be more of a matter for Environmental Health rather than the Community Council. At the moment, the LCC is seen as the intermediary and as the Council has received a number of complaints about the same issue in a short space of time, it was AGREED to write to Mr Thomas regarding the complaints received. Proposed by Cllr K Kemp, seconded by Cllr J Angell and agreed by all.

ACTION – Cllr K Kemp to write a letter to Mr Thomas regarding the complaints.