

LLANCARFAN COMMUNITY COUNCIL

CYNGOR CYMUNED LLANCARFAN



MINUTES OF THE HYBRID MONTHLY MEETING OF LLANCARFAN COMMUNITY COUNCIL HELD IN THE VILLAGE HALL LLANCARFAN AND VIA VIDEO CONFERENCING ON ZOOM AT 7.50PM, 21st MAY 2026

PRESENT Councillors: Cllr T Bluff-Higgins, Cllr G Kemp, Cllr K Kemp, Cllr H Osborn, Cllr J Scott-Quelch, Cllr G Dunsford, Cllr H Farnell, Cllr A Rees, Cllr M Thomas.

Visitors

Apologies Cllr M Hughes

In attendance

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- 2105/526 **To receive declarations of personal and personal/prejudicial interests.**
Cllr H Osborn and Cllr J Scott-Quelch both declared personal interests in item 2105/526 Matters arising from the minutes that are not agenda items: Cross Green, Llancafarn – Possible Operation of a Vehicle Repair Business.
- 2105/527 **To receive apologies for absence.**
Apologies were received and accepted from Cllr M Hughes.
- 2105/528 **To determine any items on the agenda considered to be of a private nature that should be discussed at the exclusion of the Public and Press, under the Public Bodies (Admission to Meetings) Act 1960 1 (2).**
In accordance with the Public Bodies (Admission to Meetings) Act 1960 s.1(2), no items of a private nature were identified for discussion.
- 2105/529 **To receive and discuss any public questions or comments.**
No public questions or comments were received at this meeting.
- 2105/530 **To receive the police report from PC Stuart Elson.**
No report has been received by the Clerk.

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ACTION: Clerk to contact PCSO David Chadwick and ask him to attend future monthly meetings.

2105/531 To discuss the Kenson Project and Fonmon Estate restoration, particularly flood modelling with feedback from Natural Resources Wales.

The clerk has asked representatives from Natural Resources Wales to attend the June meeting.

2105/532 To approve the minutes of the previous Council meeting of 16th April 2026.

The minutes of the previous monthly meeting on 16th April 2026 were approved.

Proposed by Cllr K Kemp and seconded by Cllr M Thomas.

2105/533 To discuss any matters arising from the minutes that are not agenda items.

Cross Green, Llancarfan – Possible Operation of a Vehicle Repair Business

The Clerk reported that, following concerns raised by residents regarding a possible car repair or vehicle-related business operating from a property at Cross Green, an enquiry had been submitted to the Vale of Glamorgan Council's Planning Department on 30 April 2026. The enquiry sought clarification on whether any planning permission or change of use had been granted for such activity, and whether the matter could be investigated as a potential breach of planning control.

Members were informed that the Vale of Glamorgan Council has now acknowledged the enquiry. The Enforcement Officer, Eve Williams, confirmed that an initial investigation has been undertaken and that the matter has been logged as a Priority 3 complaint. The Planning Department advised that further information, including photographs taken from public areas may assist their assessment. The department also noted that site visits will be carried out where necessary.

The Clerk will provide any additional information requested and will update Members when further correspondence is received.

ACTION: Clerk to monitor progress and report back to Council.

Housing Needs Survey – Update and Concerns Raised

The Clerk provided an update on the Housing Needs Survey being undertaken by Bethan Pickup, Rural Housing Enabler.

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Members noted that the survey had now been issued to all households. It was further noted with concern that the survey was circulated without the amendments previously suggested by Cllr G Dunsford in his email to Bethan Pickup. Bethan will be attending the June meeting to update the council on the survey results to date.

Community Litter Pick

The Council noted the successful community litter pick held on 9th May 2026, which saw a strong turnout from residents young and old. Councillors were pleased to report that there was significantly less litter than expected, reflecting positively on residents' care for the local environment.

The Council expressed its thanks to all volunteers who participated and contributed to the continued upkeep and appearance of the community.

- 2105/534 **To consider ideas for future community facilities and possible funding source.**
No update was available at this meeting.
ACTION: Councillors G Kemp and M Hughes will arrange a meeting to discuss prior to the June meeting.

- 2105/535 **To receive an update on the trees in the car park.**
The Clerk reported that the solicitors' report had been circulated to councillors prior to the meeting. A discussion took place, during which members agreed that the Clerk should request that the solicitor draft a letter to the neighbouring residents setting out the Council's position and next steps.

The Council confirmed that it wishes to review and approve the draft letter before it is issued to residents. Proposed by Cllr G. Kemp, seconded by Cllr T. Bluff-Higgins and agreed by all.

ACTION: Clerk to request that the solicitor draft a letter to the neighbouring residents outlining the Council's position and recommended actions.

- 2105/536 **Committee Reports - Road Matters Committee; Planning Committee: Planning Applications / Approvals / Complaints. Burial Ground Committee; Finance Committee.**
Road Matters Committee

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Cllr A. Rees reported that she has emailed Cllr I. Perry regarding the resurfacing of local roads and is currently awaiting a response. An update will be provided once further information is received.

Planning committee

New Applications

2025/00964/TPO Fox and Hounds, Llancarfan

Work to Trees covered by TPO No.24 of 1973: Trim back the trees and branches overhanging the car park.

No Comments

2026/00332/FULL 4, Pant Y Coed, Llanbethery

The demolition of an existing single-storey outbuilding and the construction of a new single-storey rear extension in its place.

No Comments

Determinations

No new determinations have been made since the last meeting.

Ongoing applications

2025/00802/FUL Land north of Llantrithyd Deer Park

Widening of existing agricultural access and provision of permeable aggregate surfacing.

Burial Ground Committee

There is no update.

ACTION: A meeting to discuss the fees to be arranged.

Finance Committee

There is no update.

Community Engagement and Future Generations Working Party

There is no update.

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2105/537 **Payments, Receipts, and Bank Balances.**

CURRENT ACCOUNT OPENING BALANCE 21st MAY 2026				£	27,678.03
UNITY OPENING BALANCE 21st MAY 2026				£	2,987.00
Cheques paid	Clerks Wages March 2026	Barclays	200347	£	491.10
	SLCC annual membership	Barclays	200345	£	139.00
	Clerks expenses March 2026	Barclays	200348	£	53.13
	Llancarfan Christmas Tree grant	Barclays	200350	£	150.00
	Service Charge	Unity	charge	£	7.00
	Tree Law Solicitor	Unity	B/P	£	500.00
				£	1,340.23
Receipts	Precept			£	5,714.00
				£	5,714.00
Cheques written	Clerks Wages April 2026			£	392.76
	Clerks PAYE & NI April 2026			£	109.29
	Clerks expenses April 2026			£	43.14
	Vision ICT			£	228.90
	Tree Law Solicitors			£	707.44
	Edenvale Garden Services			£	799.00
	Audit Wales			£	200.00
				£	2,480.53
Expected balance as on 18th June 2026				£	28,184.50

2105/538 **To review the Council's operational procedures and working practices.**

There is no update.

2105/539 **Correspondence**

The Audit conclusion from 2024-2025 has been received and will be circulated.

2105/540 **Reports from Representatives, and the Clerk.**

Community Liaison Committee – Cllr H Osborn

The May meeting was cancelled due to the election.

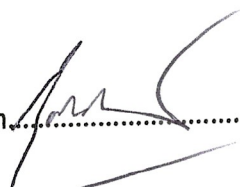
Southpoint Governing Body Meeting – Cllr H Farnell

There is a growing trend for pupils to opt out of school trips which has cost implications for the school as it already subsidises the trips and has to arrange cover for the pupils staying in school.

One Voice Wales – Cllr H Farnell

No update.

Airport Committee – Cllr J Scott-Quelch

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No update.

1604/503 Items for consideration for next month's Agenda.

- Update from Bethan Pickup – Rural Housing
- Procurement Policy
- Financial Regulations

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