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 7.30PM, 18th JUNE 2026

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

Visitors

Apologies

In attendance Bethan Pickup, Rural Housing Enabler, and Michael Rance, Housing Strategy Coordinator for the Vale of Glamorgan Council, until the end of item 1806/547. Elinor Meloy, Project Manager, and Sally Curran-Parry, Catchment Restoration Project Manager, from Natural Resources Wales until the end of item 1806/548.

1806/542 **To receive declarations of personal and personal/prejudicial interests.**

Cllr M Hughes declared a personal interests in item 1806/554 – To receive any updates regarding the trees in the car park including the Solicitors draft letter.

1806/543 **To receive apologies for absence.**

There were no apologies for absence.

1806/544 **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.

1806/545 **To receive and discuss any public questions or comments.**

No public questions or comments were received at this meeting.

Chairman.............................. Date........................

1806/546 **To receive the police report.**

There has been no report received.

1806/547 **To hear an update from Bethan Pickup, Rural Housing Enabler.**

The Rural Housing Enabler, Bethan Pickup, attended with Michael Rance, Housing Strategy Coordinator for the Vale of Glamorgan Council, to provide an update. A strong response rate has been received, including many paper surveys. Feedback highlighted infrastructure concerns and a mix of positive and negative views. No immediate housing need has been identified, though possible future need was noted. The survey remains open until next week, with a draft report expected early July. Clarification was provided on housing allocation, local connection criteria, and the Low-Cost Home Ownership scheme.

Councillors thanked Bethan and Michael for attending the meeting.

1806/548 **To discuss the Kenson Project and Fonmon Estate restoration, particularly flood modelling with feedback from Natural Resources Wales.**

Elinor Meloy and Sally Curran-Parry attended to present an update on the Kenson restoration project. Consultation has concluded with no major concerns raised. Phase 1 works (summer 2026) will include invasive species removal, drainage improvements, and limited downstream woody debris installation. Phase 2 (summer 2027) will deliver major channel restoration and floodplain reconnection. Flood modelling shows no upstream impact on Llancarfan's existing flood risk. Councillors raised questions regarding flow behaviour and project phasing; further technical information will be provided. Graphics and explanatory material will be shared for wider community understanding.

ACTIONS: Clerk to invite NRW to present on flood plains at a future meeting; Cllr G Dunsford to connect Valeways regarding clearing the footpath.

1806/549 **To approve the minutes of the previous Council meeting of 21st May 2026**.

The minutes of the previous monthly meeting on 21st May 2026 were approved. Proposed by Cllr G Dunsford and seconded by Cllr T Bluff-Higgins.

1806/550 **To discuss any matters arising from the minutes that are not agenda items.**

The Clerk reported that no further correspondence had been received since the initial acknowledgement and Priority 3 complaint classification provided by Enforcement Officer Eve Williams at the May meeting.

Chairman.............................. Date.......................

ACTIONS: Clerk to seek an update from the Vale of Glamorgan Council Planning Department; Cllr G. Kemp to check Land Registry records.

1806/551 **To consider purchasing a replacement village defibrillator using community raised funds, enabling VAT to be reclaimed and ensuring continued provision. The defibrillator would become a council owned asset.**
Members considered a request from a parishioner for the Council to purchase a replacement village defibrillator using community-raised funds. The intention behind the request was to enable the Council to reclaim VAT on the purchase, thereby reducing the overall cost to residents. Members noted that, if purchased by the Council, the defibrillator would become a Council-owned asset, requiring inclusion on the asset register, ongoing maintenance, and future replacement responsibility.

During discussion, Members acknowledged the community's fundraising efforts but expressed concern that purchasing the defibrillator as a Council asset would set a precedent, particularly as other parishes within the Llancarfan Community Council area have independently purchased and maintained their own defibrillators. Members agreed that the Council did not wish to assume ownership or long-term responsibility for this device.

It was therefore decided to decline the request for the Council to purchase the defibrillator. Instead, Members agreed that the Clerk should advise the resident to submit a Defibrillator Pad Grant Application for the replacement pads, and a Community Grant Application for the remaining funds required to purchase the new defibrillator. Both applications will be considered under the Council's grants process.

ACTION: Clerk to inform the resident of the decision and invite submission of the relevant grant application forms.

1806/552 **To approve the updated Procurement Policy and the Financial Regulations.**
Members considered the updated Procurement Policy and Financial Regulations, both of which had been circulated to Councillors in advance of the meeting. The Clerk confirmed that all amendments previously discussed had been incorporated into the final versions presented.

Chairman............................. Date.......................

Following brief discussion, Cllr G. Kemp proposed that both documents be approved. Cllr M. Hughes seconded the proposal, and Members agreed unanimously.

RESOLVED: The updated Procurement Policy and Financial Regulations are approved and adopted.

1806/553 **To consider ideas for future community facilities.**
No update was available at this meeting.

1806/554 **To receive an update on the trees in the car park including the Solicitors draft letter.**
Members received an update following the Council's instruction in May for the solicitor to prepare a letter to neighbouring residents regarding the trees adjoining the community car park. The Clerk reported that a draft letter has now been received from the solicitor and circulated to Councillors for review.

Members were informed that the resident has requested a face-to-face meeting with a member of the Council. After discussion, it was agreed that the Council would not arrange a meeting at this stage, and that the draft letter should be issued to the resident as the formal response. Members further agreed that the letter should be sent both by post and by email to ensure receipt.

ACTION: The Clerk will contact the resident to advise that legal advice has been sought and that he will shortly receive the Council's formal letter.

Proposed: Cllr J. Scott-Quelch Seconded: Cllr K. Kemp **Resolved:** Agreed by all.

1806/555 **Committee Reports - Road Matters Committee; Planning Committee: Planning Applications / Approvals /Complaints. Burial Ground Committee; Finance Committee**.
<u>Road Matters Committee</u>
No meeting of the Road Matters Committee has taken place this month.

Members noted that the footpath on Pancross Hill is now significantly overgrown and has become unusable for pedestrians. It was agreed that this requires attention from the Vale of Glamorgan Council.

ACTION: Cllr A. Rees to contact the Vale of Glamorgan Council to request that the footpath be cut back.

Planning committee

New Applications

There have been no new applications since the last meeting.

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.

There have been no further updates since the last meeting.

Burial Ground Committee

There is no update.

ACTION: A meeting has been arranged for Thursday 16th July at 6:45pm.

Finance Committee

There is no update.

ACTION: A meeting has been arranged for Tuesday 14th July at 5:30pm

Community Engagement and Future Generations Working Party

ACTIONS: Any items for the newsletter to be sent to Cllr H Farnell; It was agreed that photos of councillors would be included and should be sent to Cllr H Farnell; A group photo will be arranged by Cllr K Kemp.

1806/556 **Payments, Receipts, and Bank Balances.**

CURRENT ACCOUNT OPENING BALANCE 18th JUNE 2026				**£ 25,678.03**
UNITY OPENING BALANCE 18th JUNE 2026				**£ 2,608.76**
Amount transferred from Barclays to Unity this month				**£ 2,000.00**
Payments	B/P to: Edenvale			£ 799.00
	B/P to: Vision ICT			£ 228.90
	B/P to: Tree Law Solicitor			£ 707.44
	B/P to: Joanne Western Wages			£ 392.76
	B/P to: Joanne Western Expenses			£ 43.14
	B/P to: Audit Wales			£ 200.00
	Service Charge			£ 7.00
				£ 2,378.24
Receipts				
				£ -
Cheques written	Clerks Wages May 2026			£ 392.76
	Clerks PAYE & NI April 2026			£ 109.29
	Clerks expenses May 2026			£ 103.13
	Zurich Insurance			£ 363.00
	Clerks PAYE & NI May 2026			£ 109.29
				£ 1,077.47
Expected balance as on 16th June 2026				**£ 27,209.32**

It was agreed to transfer the balance of the Barclays Account to the new Unity Trust Bank Account, proposed by Cllr G Kemp, seconded by Cllr J Scott-Quelch and agreed by all.

ACTION: Clerk to contact the Vale asking to change the bank account for the Precept payments.

1806/557 **To review the Council's operational procedures and working practices.**

There is no update.

1806/558 **Correspondence**

Members noted the Biodiversity BioBlitz Bonanza information, from One Voice Wales, previously circulated to Councillors. While Councillors expressed interest in the initiative, it was observed that no events are currently scheduled in or near the Llancarfan area.

ACTION: Clerk to contact the organisers to seek details of any forthcoming BioBlitz events in the local area.

1806/559 **Reports from Representatives, and the Clerk.**

<u>Community Liaison Committee – Cllr H Osborn</u>

The next meeting is taking place on 2nd July 2026.

Chairman.............................. Date.......................

Southpoint Governing Body Meeting – Cllr H Farnell

No update.

One Voice Wales – Cllr H Farnell

No update.

Airport Committee – Cllr J Scott-Quelch

Cllr J. Scott-Quelch provided an update from the recent Airport Committee meeting. A wide range of matters were discussed, including ongoing transport challenges and future development plans. Transport for Wales attended the meeting and confirmed that a feasibility study is underway for a potential train station at St Athan. Members noted continuing issues with the 905 bus route, which connects to Rhoose Station but does not link effectively with airport services.

The Deputy Headteacher of the new college campus also attended and reported that, once opened, the campus is expected to accommodate around 2,000 students, with a significant focus on aviation-related courses. Improved transport links will be essential to support student access.

Concerns were raised by representatives of general aviation regarding pressure on existing infrastructure and facilities at the airport. It was noted that demand from private and recreational aviation continues to grow, and that additional hangar or operational space may be required in future to support this sector. It was also reported that Crystal Ski Holidays had a highly successful winter season and intends to operate further skiing flights in the coming season.

1806/560 **Items for consideration for next month's Agenda.**

There were no additional items noted.

The Council as an Employer and a review of the Clerk's role to be added to the September agenda.

Chairman.............................. Date.......................