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, 17th SEPTEMBER 2026

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

Visitors

Apologies Cllr T Bluff-Higgins, Cllr H Osborn.

In attendance

1709/585 **To receive declarations of personal and personal/prejudicial interests.**
Cllr M Hughes made a declaration of personal and prejudicial interest for item number 1709/594 To receive any updates regarding the trees in the car park and any discussion around the Ash Tree in the Burial Ground.

1709/586 **To receive apologies for absence.**
Apologies for absence were received and accepted from Cllr T Bluff-Higgins and Cllr H Osborn.

1709/587 **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.

1709/588 **To receive and discuss any public questions or comments.**
No public questions or comments were received at this meeting.

1709/589 **To receive the police report.**

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PCSO David Chadwick had reported to the clerk that there were no incidents of note since the July 2026 update.

1709/590 **To approve the minutes of the previous monthly Council meeting of 16th July 2026.**

The minutes of the previous monthly meeting on 16th July 2026 were approved. Proposed by Cllr K Kemp and seconded by Cllr J Scott-Quelch.

1709/591 **To discuss any matters arising from the minutes that are not agenda items.**

Planning Enforcement: Cross Green (ENF/2026/0090)

The Clerk reported that no further update had been received from the Vale of Glamorgan Council regarding ENF/2026/0090 since the enquiry made following the July meeting. Members noted that the investigation status remains unclear, and that the Enforcement team has not yet provided any progress information.

It was agreed that the Clerk would chase Planning Enforcement for an update on the case and request confirmation of any actions taken to date.

ACTION: Clerk to contact Planning Enforcement for an update on ENF/2026/0090.

Llancadle Footpath / Valeways Contact

Members were informed that Valeways have now cleared the Llancadle section of the footpath, following their earlier discussions with the Vale's Rights of Way team. The work has been completed, and photographs of the cleared route are available for members to view.

ACTION: Clerk to circulate the link to the photographs to all councillors.

1709/591 **To discuss the Kenson Project and Fonmon Estate restoration, particularly flood modelling with feedback from Natural Resources Wales.**

The Clerk shared the information received from Natural Resources Wales ahead of the meeting, including guidance on community flood planning, links to NRW flood-risk mapping tools, details of the River Thaw Flood Alert area, and information on forthcoming NRW and partner events. Members noted the range of resources available and the summary provided by Elinor Meloy.

Cllr G Dunsford reported that the online mapping links did not provide any specific information for Llancadle. Members reiterated the importance of receiving the

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outstanding cross-section data previously requested from NRW. Concerns were also noted regarding the structure of volunteer flood committees, particularly around liability and accountability.

Members discussed the wider context of multiple planning applications currently associated with the Fonmon Estate and surrounding area, several of which relate to flood risk. It was felt that these applications should be considered collectively rather than in isolation, given their cumulative impact. Councillors noted recent activity in the valley, including diggers on site and access signage.

The Council also discussed the proposed holiday village development at Fonmon, including an application for 120 lodges on the former show fields. Several Llancadle residents have submitted objections, citing concerns such as proximity of bell tents to residential gardens and potential noise issues. Members noted that both the Kenson River Restoration and the lodge development are matters for determination by the Vale's Planning Committee, along with a further application relating to changes to the entrance gates at Fonmon.

ACTION: Clerk to contact Natural Resources Wales to request an update on the outstanding flood-modelling information and to seek confirmation on whether the cross-section data has been finalised and can be shared with the Council.

1709/593 **To receive an update on community facility proposals.**

No further update was available at the meeting. Members noted that progress remains dependent on establishing ownership and potential leasing arrangements for the tennis court.

ACTION: Cllr M. Hughes and Cllr G. Kemp to approach Llancarfan Tennis Club and the Trustees to discuss the high-level proposal, confirm ownership, and explore potential leasing options.

1709/594 **To receive any updates regarding the trees in the car park and decide on the request for an informal meeting with a representative of the Council.**

Cllr G. Kemp and Cllr A. Rees reported that they attended an informal meeting with the Council's solicitor and the residents, accompanied by their representative providing legal advice and support. The issues relating to the trees adjoining the community car park were discussed in detail.

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The residents maintained that the trees pre-date the construction of the car park; however, the Council's solicitor advised that the roots are now causing damage to the tarmac surface, which the Council has a responsibility to manage. Following the meeting, the solicitor will prepare a formal written response to the residents setting out the Council's position.

ACTION: Cllr G. Kemp to follow up with the solicitor regarding the drafting of the response. Clerk to circulate a rota and risk assessment for regular checks of the car park, including monitoring for tripping hazards and fallen leaves.

1709/595 **To discuss the Community Use of Telephone Box – Book Exchange Proposal.**

Cllr M. Thomas reported that an email had been received from Ms Verity Heselton, a young resident living locally. Ms Heselton explained that she and another resident had been inspired by the successful book-exchange telephone box in St Nicholas and wished to explore creating a similar community book-share within the Llancarfan telephone box. Ms Heselton asked whether the Council would be willing to meet to discuss the idea further and to consider whether such a project would be appropriate for the village.

Cllr M. Thomas further reported that the Llancarfan telephone box is a Grade II listed structure, meaning any alterations may require Listed Building Consent. Members noted that in 2020 Llantrithyd's request for the Council to adopt their telephone box (for installation of a defibrillator) was declined due to concerns regarding liability, insurance requirements, and the ongoing responsibility to maintain the structure. The Council discussed examples in neighbouring villages: the book exchange in St Hilary is successful, whereas the Llantrithyd book share has become untidy and requires regular attention.

ACTION: Cllr M. Thomas to investigate the implications further, including maintenance responsibilities and any planning considerations, and to meet with the two young residents to explore the proposal in more detail.

1709/596 **To discuss reported concerns about PROW L5/13/2 and L5/14/1 (Llanbethery) being unusable.**

A report was received from a resident noting that Public Rights of Way L5/13/2 and L5/14/1 in Llanbethery were currently unusable due to broken stiles and/or overgrown vegetation.

ACTION: Cllr G. Dunsford to contact Valeways to request assistance.

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1709/597 **To discuss a potential litter pick in Llancadle.**

Members discussed the possibility of arranging a litter pick in Llancadle. While it was noted that the majority of litter appears to accumulate in the roadside ditch approaching the village, concerns were raised regarding the speed at which vehicles travel through Llancadle despite the 20mph limit.

Given the narrow road layout and the location of the ditch, Members agreed that this area is not a safe environment for volunteers, and therefore a litter pick cannot be undertaken at present.

ACTION: Cllr G Kemp to contact the Vale regarding the fear around the speed of traffic with regards to the litter pick.

1709/598 **To discuss concerns regarding speeding in Llancadle.**

Members discussed ongoing concerns regarding speeding through Llancadle. It was noted that the 20mph limit does not appear to be having the desired impact, and residents have contacted Vale Cllr I Perry to raise their worries. Members were informed of a couple of recent near-miss incidents.

ACTION: Cllr G Kemp will raise these concerns with the Director at the Vale of Glamorgan Council and request that a replacement scheme be introduced for the former Speedwatch programme, which has ceased operating.

1709/599 **Committee Reports:**

Road Matters Committee: To consider any highways, traffic, or infrastructure issues and agree on any necessary actions.

No new road issues were raised this month. Members noted that the footpath from Pancross to Llancarfan has now been cleared.

It was reported that one of the reflective posts in the Llancadle dip has been damaged and is leaning over.

ACTION: Cllr A. Rees to seek repair or replacement of the damaged reflective post.

Planning Committee: Planning Applications / Approvals /Complaints.

There was no update.

Burial Ground Committee

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Following the branch drop during the summer, the Clerk contacted J.V. Trees to carry out emergency work to remove the fallen limb. The Clerk also asked J.V. Trees to proceed with the original planned works recommended by James Pinder in January 2025.

Chris from J.V. Trees advised that, given the age of the tree, periodic limb loss may continue and suggested that the Council may wish to consider removing the tree entirely. To obtain a second professional opinion, the Clerk contacted James Pinder (Treecare Consulting), who provided the following advice:

- Further limb loss in a large, old ash tree affected by Hymenoscyphus fraxineus (ash dieback) is not unexpected.
- Crown reduction would help prevent or reduce additional limb failures, and he queried whether the previously recommended works had been completed.
- Felling is not generally appropriate for large veteran trees.
- Removing the immediate target (e.g., closing the bridge) would be preferable if safety concerns persist.
- He is willing to advise further once confirmation is provided on whether his earlier recommendations were carried out.

Agreed that J.V. Trees should proceed with the original recommended works. Proposed by Cllr M. Thomas and seconded by Cllr A. Rees.

ACTION: Clerk to ask James Pinder to carry out a full review of all trees in the Burial Ground in 2027 or 2028, at whichever time he considers most appropriate.

Cllr J. Scott-Quelch to provide the Clerk with the number of trees in the Burial Ground for inclusion in the request to James Pinder.

It was also noted that Cllr M. Hughes, writing in his capacity as a resident, sent a letter to the Chair and Clerk expressing concerns regarding the ash tree's proximity to the church and his property, and raising questions relating to insurance and risk. **ACTION:** Clerk to draft a response to Cllr Hughes, including reference to the planned review by James Pinder and the Council's agreed course of action.

Finance Committee

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The Finance Committee was unable to meet as the meeting was not quorate. No recommendations were therefore brought forward for consideration.

Community Engagement and Future Generations Working Party

There is no update.

1709/600 **To approve the Finance Committee Recommendations (Meeting held 17 September 2026 at 6:45pm)**

• SCP 16 Pay Award 2026/27

• Clerk Back Pay Calculation

• Clerk Salary Payment Method

• Clerk Overtime Log and TOIL Recommendation

• NALC Clerk/RFO Contract update

This item was not discussed, as the Finance Committee was unable to meet due to being inquorate, and therefore no recommendations were brought forward for approval.

1709/601 **Payments, Receipts, and Bank Balances**.

Members reviewed the current financial position. It was agreed that the Clerk's wages for July and August would be processed for payment in the coming weeks, along with the outstanding invoices from Edenvale and J.V. Trees.

1709/602 **Correspondence.**

All correspondence received since the last meeting has been shared with councillors. No additional items required discussion.

1709/603 **Reports from Representatives, and the Clerk.**

There were no reports.

1709/604 **Items for consideration for next month's Agenda.**

- To discuss options for laying the riverside hedge in the churchyard.

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