

CYNGOR CYMUNEDOL LLANDOW
LLANDOW COMMUNITY COUNCIL

www.llandow.org.uk

**Meeting of the Llandow Community Council to be held at Llandow Village Hall and remotely via Zoom
on Thursday 4th December 2025 at 7.00 p.m.**

AGENDA

1. PRESENT
2. APOLOGIES FOR ABSENCE
3. DECLARATIONS OF PECUNIARY INTEREST (Local Govt. Act 1972) and DECLARATIONS OF INTEREST (The Council's Code of Conduct) if any.
4. MINUTES OF THE LAST MEETINGS: Minutes of Thursday 6th November 2025
5. MATTERS ARISING
6. FINANCE
 - a)

Business a/c	£53.33	
Current a/c	<u>£5,262.18</u>	
	£5,315.51	
 - b)

Outgoings for December 2025:		
Clerk's salary @ S.P. 30- November'25:		£357.04
HMRC:		£237.60
Transact Pensions (<i>by direct debit</i>):		£109.93
One Voice Wales: Training:		£42.00
Clerks' expenses Dec '24 – Nov '25 (Appendix 1):		£541.46
 - c) Financial Statement Period Ending 17th November 2025 (Appendix 2)
 - d) Budget & Precept 2025/26: (Appendix 3)
7. STRONGER COMMUNITIES FUND
8. COMMUNITY COUNCIL FUND
 1. Llysworney Community Association (Appendix 4)
9. REPRESENTATIVES REPORTS
10. CORRESPONDENCE:
 - 1.) The Clerk
 - 2.) Clerks & Councils Direct
 - 3.) Western Vales Community Councils
 - 4.) Friends of the Glamorgan Heritage Coast
<https://forms.office.com/Pages/ResponsePage.aspx?id=DQSIkWdsW0yxEjajBLZtrQAAAAAaIAAAAMAAaIXosdUMFExV0dOMkhSSFIMUIRZWkVCUkNTUjg4SS4>
11. PLANNING:

Applications:

[2025/00882/FUL](#) Tara, 4 Maes-y-felin, Llandow: Installation of 10 x type solar panel PV -Modules with rooftop mounting system for pitched roofs. Installation of Foxess EP5H 5.18KWH Battery storage on external wall.

[2025/00865/FUL](#) Ruthin Lodge, Lane - From Sigingstone Village To Llanmaes Boundary, Sigingstone: Alterations to the existing roof structure by the inclusion of two larger dormers. New entrance porch, internal alterations. Alterations to fenestration, including a Juliet Balcony. Additional parking area, retaining wall and landscaping.

[2025/01083/FUL](#) Unit 33, Vale Business Park, Llandow: Variation of Condition 2 (Approved Plans) of Planning Permission 2025/00536/FUL: Two storey extension to extend existing cafe and introduce kids play area and extension of car parking area.

Approvals:

[2025/00866/FUL](#) Agricultural land behind Ruthin Lodge: Change of use. The applicants have been given the opportunity to purchase agricultural land to merge with the rear garden to create a larger private outdoor space.

[2025/00934/FUL](#) The Chestnuts, Heol Y Cawl, Llysworney: Variation of Condition 2 (Plan Specification) of Planning Permission 2022/00948/FUL - Replacement two storey extension to side elevation and extension to entrance porch

12. FLOODING

13. LLANDOW

14. LLYSWORNEY

15. SIGINGSTONE

16. COUNTY COUNCILLOR REPORT

17. ANY OTHER BUSINESS (*raised with the Chairman's consent given before the start of the meeting*)

18. DATE OF NEXT MEETINGS:

Thursday 5th February, 7pm at Llandow Village Hall and via Zoom

** NB please note there is no meeting in January 2026.*

CYNGOR CYMUNEDOL LLANDOW

LLANDOW COMMUNITY COUNCIL

Minutes of a Meeting of the Llandow Community Council held at Llandow Village Hall
and remotely via Zoom on Thursday 6th November 2025 at 7.00 pm.

111/25. PRESENT: Mrs. C. Bray (Chair), Mrs. A. True, Mrs. S. Brewer, Mr. R. Thomas, Mrs. K. Walters, Mr. M. Walker, Mr. C. Massie and Ms. J. Shaw.

112/25. IN ATTENDANCE: County Borough Councillor C. Cave and Mr. D-L. Jones (Clerk).

113/25. APOLOGIES: PCSO A. Stone.

114/25. DECLARATIONS OF PECUNIARY INTEREST, ETC:

There were no declarations of interest.

115/25. POLICE REPORT:

PCSO A. Stone reported (via email) there had been two crimes reported during the previous month.

Theft of electrical equipment – Llandow Industrial Estate

Public order – Llandow Industrial Estate

116/25. MINUTES OF THE PREVIOUS MEETING:

It was agreed to accept the minutes of the meeting held on 9th October 2025, proposed by Cllr. J. Shaw, seconded by Cllr. C. Massie.

117/25. MATTERS ARISING:

Llyswoorney Section 106: It was reported that most of this money has been allocated to the Play Area with some money still available for use in the community. The Llyswoorney Community Association have asked residents for ideas how this could be invested to benefit the village and will pass on those ideas to the developer.

Llandow Play Area: Cllr C. Cave reported that a meeting to discuss potential improvements to the play area had been taken place in October. It is hoped that a Cube (storage for play equipment) can be installed and that the play area can be reimagined by the removal of fencing which currently splits the area up. It was agreed to invite the VGCBC Officer responsible for play areas to attend the December meeting of the Community Council.

Community Asset Transfer of land at Sigingstone: Cllr. S. Brewer reported she has been in correspondence with Dave Nevitt (VGCBC CAT Officer) and is awaiting a date for a meeting to discuss the matter. Cllr. S. Brewer reported she had recently undertaken CAT training provided by OVW which had been informative and hopefully useful.

Boundary Review: Council also noted that no information had been provided in regard of the merger of Community Councils and how this is to be achieved, even though assurance of the same have been given. It was agreed to write to Mr R. Thoams VGCBC and ask for an update regarding the process and timescales for implementation.

118/25. FINANCE:

a)	Business a/c	£53.33
	Current a/c	<u>£6,511.70</u>
		£6,565.03
b)	Outgoings for November 2025:	
	Clerk's salary @ S.P. 30- October'25:	£357.04
	HMRC:	£237.60
	Transact Pensions (<i>by direct debit</i>):	£109.93
	One Voice Wales: Training:	£42.00

c) Council noted the Financial Statement Period Ending 17th October 2025.

119/25. STRONGER COMMUNITIES FUND: *There were no matters to report.*

120/25. COMMUNITY COUNCIL FUND: *There were no matters to report.*

121/25. REPRESENTATIVES REPORTS:

One Voice Wales Area Meeting: The meeting noted its thanks to Cllr. Massie for his attendance and informative note.

One Voice Wales - Training: Cllr. C. Massie agreed to circulate the latest list of training course opportunities.

Life in the Vale Survey: It was agreed that Members should try and respond to this survey.

122/25. CORRESPONDENCE (*Council noted the following correspondence*):

- 5.) The Clerk
- 6.) Clerks & Councils Direct

123/25. PLANNING:

Approvals:

2025/00846/FUL Ambury, Jct B4270 At Nash Manor To Manor Gardens, Nash: Renewal of planning permission (ref: 2019/00328/FUL) for proposed two storey extension to east elevation (originally approved on 15.05.19).

2025/00535/FUL Pleasant View Farm, Sigingstone: Proposed change of use and renovation of existing barn into two tourist accommodation units and associated works.

124/25. FLOODING:

Llandow: Cllr C. Cave reported that, at her request, all drains and culverts had been cleansed in preparation for winter. It was noted that contractors have been working at the pumping station for the past few weeks.

Cllr R. Thomas reported that one of the culverts under the railway line near Sutton is blocked and will need to be cleared, subject to Network Rail being able to access the site given the recently saturated ground conditions. It was noted that another stakeholder meeting will be arranged in the near future.

Llysworney: It was reported that the stream, verge and hedgerow have all been cleared in preparation for winter. There have been no further discharges from the pumping station in the past month, and it is hoped that the issue has now been resolved.

Sigingstone: It was reported that there have been no instances of flooding this year, other than at the blocked culvert on the road from Sigingstone to Llanmihangel.

125/25. LLANDOW:

Antisocial behaviour: It was reported that incidents of antisocial behaviour are becoming more frequent. Cllr. C Cave suggested that, where it is safe to do so, residents take video recordings of the nuisance to assist the authorities in addressing the problem.

Village Communication: It was suggested that it would be beneficial to residents if communication in the village was improved. A newsletter had been suggested, as well as a WhatsApp group. Llysworney have a welcome pack for new residents which has proven helpful. It was agreed to take these ideas forward.

Refuse Collection: It was reported there have been several instances of refuse having not been collected even when it has been reported as being missed. Cllr. C. Cave has also reported this to the VGCBC.

126/25. LLYSWORNEY:

Damage to 20mph sign: The 20mph sign, which had been knocked over, had been repaired but has been demolished again which would suggest this was deliberate.

Green Links Transport: It was noted that this service is not available to residents in Llandow which seems rather odd given the lack of any public transport without walking considerable distances on country roads with no pavements, to a bus stop.

127/25. SIGINGSTONE:

Wall of Brook: Cllr. S. Brewer reported a section of the wall of the brook had collapsed which had been reported to the VGCBC.

128/25. COUNTY COUNCILLOR REPORT:

Council noted the report of Cllr. C. Cave.

129/25. ANY OTHER BUSINESS: *There was no other business*

130/25. DATE, TIME, AND PLACE OF NEXT MEETINGS:

Thursday 4th December, 7pm at Llandow Village Hall and via Zoom.

Thursday 5th February 2026, 7pm at Llandow Village Hall and via Zoom.

Signed..... Dated.....

Clerks Expenses Dec 2024 - Nov 2025				
Postage	19 X 2nd Class Standard			£ 16.15
Tel & BB	12 Mths @ £28 per Mth			£ 336.00
Ink	1 X set of cartridges			£ 45.29
Paper	5 reams			£ 26.29
Envelopes	4 DL @ 10p			£ 0.40
Lever Arch Files	3			£ 15.51
Computer Depreciation				£ -
Printer Depreciation				£ -
Mileage				£ -
Online Storage	£1.99 per month			£ 23.88
Zoom Subscription	12 Mths 50% of £155.88			£ 77.94
			TOTAL	£ 541.46

LLANDOW COMMUNITY COUNCIL					
Cash Book Comparison Against Budget					
Period Ending 17th November 2025					
			Budget	Actual to Date	
			2025/26	2025/26	
Bank Statement Balances as at the 01/04/24			£	£	
Community Account - 20103969			4,570.25	4,570.25	Opening Balances
Premium Account -50801631			£ 52.97	£ 52.97	
			£ 4,623.22	£ 4,623.22	
INCOME:					
Precept			£12,000.00	£ 8,000.00	
Other Income			£ 0.91	£ 0.36	
			£12,000.91	£ 8,000.36	
EXPENDITURE:					
Clerks Salary			£ 6,015.85	£ 3,142.80	
HMRC			£ 1,503.97	£ 1,493.50	
Pension			£ 1,503.97	£ 912.32	
Election Fees				£ -	
Sigingstone Hall				£ -	
Llandow Hall			£ 200.00	£ -	
Community Grants			£ 1,500.00	£ 520.74	
Audit Fees			£ 600.00	£ 450.00	
Fees			£ 200.00	£ 127.00	
Insurance			£ 320.00	£ 427.84	
Refill Grit Bins			£ 250.00	£ -	
Website Maintenance			£ 210.00	£ 191.87	
Telephone & Broadband			£ 336.00	£ -	
Expenses			£ 450.00	£ -	
Member's Allowance			£ 300.00	£ -	
Training			£ 600.00	£ 42.00	
			£13,989.79	£ 7,308.07	
Cash at Bank			£ 2,633.43	£ 5,315.51	

LLANDOW COMMUNITY COUNCIL				
Budget 2026/27				
	Budget	Revised Budget Forecast Dec 2025	Budget	
	2025/26	2025/26	2026/27	
Opening Bank Statement Balances	£	£	£	
Community Account - 20103969	£ 4,543.74	£ 4,543.74	£ 4,578.09	
Premium Account -50801631	£ 53.11	£ 53.11	£ 53.69	
	£ 4,596.85	£ 4,596.85	£ 4,631.78	
INCOME:				
Precept	£ 12,000.00	£ 12,000.00	£ 12,000.00	
Other Income	£ 0.91	£ 0.72	£ 0.72	
	£ 12,000.91	£ 12,000.72	£ 12,000.72	
EXPENDITURE:				
Clerks Salary	£ 6,015.85	£ 4,570.96	£ 4,327.32	
HMRC	£ 1,503.97	£ 2,443.90	£ 2,849.71	
Pension	£ 1,503.97	£ 1,352.04	£ 1,435.40	
Election Fees				
Transistion costs			£ 2,000.00	
Llandow Hall Rent	£ 200.00	£ 200.00	£ 200.00	
Community Grants	£ 1,500.00	£ 1,000.00	£ 1,500.00	
Audit Fees	£ 600.00	£ 900.00	£ 600.00	
Fees	£ 200.00	£ 127.00	£ 200.00	
Insurance	£ 320.00	£ 427.84	£ 600.00	
Refill Grit Bins	£ 250.00	£ -	£ 250.00	
Website Maintenance	£ 210.00	£ 191.87	£ 210.00	
Telephone & Broadband	£ 336.00	£ 336.00	£ 336.00	
Expenses	£ 450.00	£ 205.46	£ 450.00	
Member's Allowance	£ 300.00		£ 300.00	
Training	£ 600.00	£ 210.00	£ 600.00	
	£ 13,989.79	£ 11,965.07	£ 15,858.43	
Cash at Bank (Surplus / Deficit)	£ 2,607.06	£ 4,631.78	£ 773.35	
Precept: Tax base 2025/26 =	£443.00			
A precept of £9,000 would levy a charge per property of :	£20.32			
A precept of £10,000 would levy a charge per property of :	£22.57			
A precept of £11,000 would levy a charge per property of :	£24.83			
A precept of £12,000 would levy a charge per property of :	£27.09			
A precept of £13,000 would levy a charge per property of :	£29.35			
A precept of £14,000 would levy a charge per property of :	£31.60			

LLANDOW COMMUNITY COUNCIL

COMMUNITY GRANT APPLICATION FORM

1. Contact details:

This section requires details of the person to whom all correspondence should be sent		
Title: <i>Mrs</i>	First name: <i>Maria</i>	Surname: <i>Martin</i>
Address & Postcode: <i>Y Berllan, Llyswoorney, Cowbridge, CF71 7NQ</i>		
Tel: <i>01446 771047</i>		
Mobile: <i>07538446914</i>		
Email: <i>maria.a.martin@btinternet.com</i>		

2. Organisation / community group details:

This section requires details of the organisation or community group you are applying of behalf of
Name of organisation or community group: <i>Llyswoorney Community Association</i>
Address & Postcode (if different from above):
Tel (if different from above):
Email (if different from above):
If your application is successful to whom should the grant cheque be made payable: <i>Llyswoorney Community Association</i>

3. The Project

Please provide a detailed description of the project you are applying for
For what purpose do you require funding? <i>Contribution towards Village Christmas Celebrations</i> <i>Christmas Tree</i> <i>Christmas Lights for Tree</i> <i>Village Christmas Card</i> <i>Crackers for Village Christmas Meal</i>
How do you know there is a need for this project? <i>Each Christmas the village Christmas Tree serves as a central point for a number of village events. Having a tree is an essential element. Previously we have used rechargeable battery lights for the tree but these have proved unreliable and costly to run. We are therefore planning on replacing these with lights that are more robust to last for a number of years.</i>

The village Christmas card was first introduced as a way of sharing Christmas wishes to neighbours without each household spending money on individual cards. The Association pays for the creation of the card with villagers making donations to an agreed charity instead of paying for individual cards.

What benefit(s)/effect(s) will this project have on the local community?

Llysworney is a village without a Village Hall and currently without a village pub. This means that events organised by the Llysworney Community Association are important and valued opportunities to bring the community together. The village Christmas Tree is the venue for regular events including; decorating and lighting the tree activity (brining younger families together) and carols around the pond (popular with young and older residents), Similarly the Christmas Meal is an opportunity to both bring residents together and allow those new to the village the ability to get to know their neighbours better. The village Christmas card not only spreads good wishes to all residents but also allows us to collect money to donate to a local charity which is chosen each year by the community.

Have you sought any other grant funding or undertaken any direct fundraising for this project? If yes please give details:

No

If you receive funding when will your project start:
December 2025

If you receive funding when will your project finish:
December 2025

4. Financial details

Please provide a summary of the financial details of your project – see notes below

Breakdown	Cost
<i>Christmas Tree</i>	<i>£195.00</i>
<i>Christmas Lights</i>	<i>£76.99</i>
<i>Christmas Card Printing</i>	<i>£51.78</i>
<i>Christmas Crackers</i>	<i>£46</i>
Total project cost	£ 369.77

Notes:

1. Please note that retrospective costs (ie costs for work already undertaken or equipment/work materials that have been purchased or ordered prior to a formal grant offer) are ineligible and should not be included.
2. Applicants must provide quotes/estimates that correspond with the details above.

*If your application is not for the full amount of your project, please explain how the shortfall will be met?
Any other costs will be met from Community Association Funds.*

5. Authorisation & declaration

This section requires the acknowledgement and signature of the main contact in section 1 and one other senior person within the organisation; Chairman, Vice Chairman, Treasurer, Secretary, etc.

I can confirm that, to the best of my knowledge and belief, all information provided on this application form are true and accurate.

I also confirm that I am authorised to sign this agreement and to act on behalf of the organisation making this application. I further confirm that this application is made on the basis that if successful in full or part, the organisation will comply with the terms and conditions that follow.

I also authorise Llandow Community Council to make enquiries, in order to process my grant application.

Applicant

Signature:

M A Martin

Position *Treasurer*

Date: *22/10/25*

Other Senior Person

Name: *Paula Birt*

Tel:

07730 269317

Email: *birtgpw@btinternet.com*

Position: *Secretary*

Signature:

Paula Birt

Date: *22/10/25*

6. Checklist

You must tick every box that applies before submitting the application

I have answered all the questions.	Y
I have signed the Authorisation & Declaration in section 5.	Y
Another Senior Person has signed the Authorisation & Declaration in section 5.	Y
I have enclosed quotes/estimates as detailed in section 4.	Y
I have enclosed a signed copy of the latest audited accounts or endorsed financial statement.	Y
I have enclosed a signed copy of the constitution of my organisation/community group.	Y

7. Submission

Please submit your application to The Clerk to the Community Council

Pheasant Acre Plants



Ty Cae Blodau
Llangan
Vale of Glamorgan
CF35 5DW

07816 236462
sales@pheasantacreplants.co.uk
www.pheasantacreplants.co.uk

Quotqtion No. PAP/2025-200

Date: 22nd October 2025

To: Sylvie Backhouse
Lysworney Community Association

Description / Qty	Qty	Rate £	Total £
Nordman Christmas Tree 15ft & installation - village including delivery on a date to be agreed	1	195.00	195.00
TOTAL			195.00

Christmas Lights

Festoon Lights with Lead
for 12v Battery
LED Party Lights Warm White - 20m 40
bulbs Black Cable with 12v Battery Leads -
Power Cord Included

£76.99 Includes power cord

xmasdirect.co.uk

Christmas Cards - from printed.com

Just Added

Upload artwork

Greeting Cards

Quantity100

Please upload artwork to continue with this order.

Add reference£51.78

Total weight: 0.96kg

Christmas Crackers - supplied from Marks and Spencer

2 boxes of 12 crackers at £8 a box and 2 boxes of crackers at £15 a box (for a mix of games and jokes). Total of £16 + £30 =£46.00

LLYSWORNEY COMMUNITY ASSOCIATION - Annual Accounts (1 of 2)			
100 Club	2024-2025		2023-2024
	£	£	£
Opening reserves		3,724	2,937
Subscriptions received	2,004		2,014
Prizes paid out	(660)		(660)
Funds paid to LCA General a/c	(1,500)		(500)
Bank charges	(66)	(222)	(67)
			(787)
Closing reserves		3,502	3,724

Prize draw history:

The 100 Club is a private lottery promoted by the Llysworney Community Association (LCA) for residents of the village of Llysworney.

A prize fund of £660 is available annually. Regular prize draws are made at the monthly meetings of the LCA and are worth £30 each. Major prize draws are made three times per year: spring (usually at the AGM) summer and Christmas and are £100 each.

Month	2024-25	2023-24
April	J Thomas	A Kettle
May	D Vardy	M Martin
June	J Davies	P Snowden
July	P Evans	A Bray
August	W Gordon	J Davies
September	M Hurst	P Booth
October	M Hurst	V Finucane
November	V Finucane	S Chetri
December	D Bluck	C Bailey
January	P Booth	W Gordon
February	W Gordon	C Bryant
March	W Gordon	G Turley
A.G.M.	P Evans	C Savazzi
MAJOR DRAW #2	J Churchman	M Martin
MAJOR DRAW #3	A Williams	G Penny

LLYSWORNEY COMMUNITY ASSOCIATION - Annual Accounts (2 of 2)				
General Fund		2024-25		2023-24
		£	£	£
	Opening reserves - cash		51	51
	Opening reserves - bank		504	1,316
			555	1,367
Running costs:				
	Banking charges	(67)		(69)
	Funds transfer from the 100 Club	1,500		500
			1,433	431
Christmas				
	Tree, lights, village card, meal, events	(768)		(519)
	Contribution to bus for Christmas meal	140		0
	Community grant from LCC (tree/lights)	165		145
	Charity collection at Christmas for SANDS / Ty Hafan	175		130
	Charity collection at Christmas for SANDS / Ty Hafan	(175)		(130)
			(463)	(374)
Events / activities				
	To repair road verge & milemarker & pond	(352)		(45)
	Coronation event net of costs	0		(602)
	Village photograph	0		90
	AGM 2024 drinks & nibbles	(161)		0
	Defibrillator	(86)		0
	Summer Event net of costs	(279)		16
	Wine Tasting April - net of costs	140		0
	Wine Tasting November - net of costs	70		75
	Duck race - ducks sold	90		100
	Duck race - expenses	(43)		(19)
	Charitable Donation - Animal Friends	0		(100)
			(620)	(485)
Event Insurance				
	Village Insurance	(96)		(96)
			(96)	(96)
	Net surplus / (deficit) arising in year		254	(524)
Capital spend				
	Storm Straps for village tent	(25)		(19)
	Crockery boxes	0		(100)
	Storage bins for tent	0		(169)
			(25)	(288)
	Overall surplus/(deficit) arising in year		229	(812)
Closing reserves				
	Cash box	62		51
	Bank account	722		504
			784	555

Report from the Honorary Auditor:

I have examined the accounts of the Llysworney Community Association, and the LCA 100 Club, for the year ended 31 March 2025, together with the books and records relating thereto, and certify them to be in accordance therewith.

Signed

Catharine Bray

Name Catharine Bray

Date

9 May 2025