

CYNGOR CYMUNEDOL LLANDOW
LLANDOW COMMUNITY COUNCIL

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**Meeting of the Llandow Community Council to be held at Llandow Village Hall and remotely via Zoom
on Thursday 3rd April 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 March 2025
5. MATTERS ARISING
6. FINANCE:
 - a) Business a/c £52.97
Current a/c £4,298.46
£4,351.43
 - b) Outgoings for April 2025:
Clerk's salary @ S.P. 26- March '25: £486.72
HMRC: £135.30
Transact Pensions (*by direct debit*): £121.68
 - c) Financial Statement March 2025: (Appendix 1)
7. STRONGER COMMUNITIES FUND
8. COMMUNITY COUNCIL FUND
9. REPRESENTATIVES REPORTS
10. CORRESPONDENCE:
 - 1) The Clerk
 - 2) Clerks & Councils Direct
11. PLANNING:
Applications:
Llandow Farm, Heol-y-nant, Llandow: 15 Berth caravan & camping site. <https://vogonline.planning-register.co.uk/Planning/Display/2024/01030/FUL?cuuid=A1859A43-F7EA-439B-BC49-0764A5118C5B>
12. FLOODING
13. LLANDOW
14. LLYSWORNEY
15. SIGINGSTONE
16. COUNTY COUNCILLOR REPORT: Cllr. C. Cave.
17. ANY OTHER BUSINESS (*raised with the Chairman's consent given before the start of the meeting*)
18. DATE OF NEXT MEETINGS:
Thursday 1st May, following the AGM at 7pm at Llandow Village Hall and via Zoom.
Thursday 5th June, 7pm at Llandow Village Hall and via Zoom.

CYNGOR CYMUNEDOL LLANDOW

LLANDOW COMMUNITY COUNCIL

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

187/24. PRESENT: Mrs. C. Bray (Chair), Cllr. D. Williams-Hackett (Vice Chair), Mrs. A. True, Mr. M. Walker, Mrs. S. Brewer, Mr. C. Massie, and Ms. J. Shaw,

188/24. IN ATTENDANCE: County Borough Councillor C. Cave, and Mr. D-L. Jones (Clerk).

189/24. APOLOGIES: Mr. R. Thomas, Mrs. K. Walters, and PCSO A. Stone.

190/24. DECLARATIONS OF PECUNIARY INTEREST, ETC:

Cllr. A. True declared an interest in all matters concerning the planning application for land to the southwest of Sigingstone.

191/24. POLICE REPORT:

PCSO A. Stone informed Council (via email) there had been one crime reported since her last update:
Malicious Communications – Llandow

192/24. MINUTES OF THE PREVIOUS MEETING:

It was agreed to accept the minutes of the meeting held on 6th February 2025, proposed by Cllr. C. Massie and seconded by Cllr. M. Walker.

193/24. MATTERS ARISING:

Play Area: Cllr. D. Williams-Hackett reported he had met with the officer responsible for play areas on 10th January to discuss a quotation to repair / replace the deficient equipment. We await the officers' report, with costs, hopefully by the end of June. It was noted that the Welsh Government has released £126,000,000.00 to Local Authorities for Play and Cllr. Williams- Hackett has asked if any of that funding is available to upgrade the Llandow play area.

Glue Pot Bridge: Cllr. C. Cave reported that work has been completed, and it is hoped that the flooding issues will have been resolved.

Maes y Fro - Portal Frame Building: It was noted the application has been removed the VGCBC planning website due to lack of information.

Revised Local Development Plan – Rural Exceptions Policy: Council noted the report of Cllr. J. Shaw. It was agreed to submit Councils' views to the VGCBC at this juncture, giving them notice of our intent to object to the RLDP if the Rural Exceptions Policy is not amended.

194/24. FINANCE:

a)	Business a/c	£52.78	
	Current a/c	<u>£5,028.65</u>	
		£5,081.43	
b)	Outgoings for March 2025:		
	Clerk's salary @ S.P. 26- February'25:		£486.72
	HMRC:		£121.60
	Transact Pensions (<i>by direct debit</i>):		£121.68

c) Financial Statements for the period ending 17th February 2025:

Council noted the financial statement.

d) Conclusion of the External Audit for the period Ending 31st March 2024:

Council noted the report of the External Auditor which concludes the audit for the period ending 31st March 2024.

e) Clerk's salary and expenses arising from the report of the external auditor:

The Clerk left the meeting for this item.

The Chair and Vice Chair had circulated a briefing paper to council members prior to the meeting. There was a good discussion about the issues raised. There was agreement for the proposals in the paper regarding future assurance processes.

In response to a query the Chair confirmed that the council is the Clerk's employer.

The Chair reported that a reply had been received from Audit Wales which explained (i) their approach to the audit of town and community councils in Wales and (ii) the volume of cases precludes entering into direct communication with individual councils.

Council agreed that the Clerk's qualifications, knowledge and experience were invaluable to Council and that he was doing a very good job.

It was unanimously agreed that:

1. Using bench-marking information from NALC the Clerk role at Llandow Community Council falls in the LC2 'small/medium' range and the Clerk's performance is in the 'above substantive' range;
2. From 1 April 2025 the Clerk will be remunerated at the NALC scale point 30;
3. From 1 April 2025 the spine point value will be treated as gross and not net; deductions for tax and national insurance will be made in line with the standard approach to employment payments under PAYE;
4. A letter of variation will be prepared and issued to the Clerk concerning the reimbursement of expenses;
5. In future there will be sample checks of supporting papers for expenses claimed;

The suggestion of adding an explanatory statement to the Audit Notice was rejected. It was agreed that should a resident of the community council electoral area enquire about the matters referred to in the audit opinion this can be dealt with on a specific basis.

195/24. COMMUNITY COUNCIL FUND: *There were no matters to report.*

196/24. REPRESENTATIVES REPORTS:

One Voice Wales Area Meeting: We await the minutes of the meeting of the 27th January 2025 which will be circulated in due course.

197/24. CORRESPONDENCE (*Council noted the following correspondence*):

- 3) The Clerk.
- 4) Clerks & Councils Direct
- 5) Gladson Ltd.

198/24. PLANNING:

Applications:

Mint Cottage, Church Street, Llysworney: Installation of an air source heat pump. [2025/00060/FUL](#)

Mill Stream Cottage, Llandow: Two storey extension to eastern side elevation of dwelling, with single storey extension to rear of two storey extension. [2025/00094/FUL](#)

Llandow Farm, Heol-y-nant, Llandow: 15 Berth caravan & camping site. <https://vogonline.planning-register.co.uk/Planning/Display/2024/01030/FUL?cuuid=A1859A43-F7EA-439B-BC49-0764A5118C5B> - *Object*

199/24. LICENSING:

Applications:

Kart Kingdom Limited, Hangar 5, Castell Business Park, Llandow: The Sale by Retail of alcohol for consumption on the premises: Friday: 15:00 to 22:00 hours, Saturday and Sunday: 10:00 to 22:00 hours. – *Object*

200/24. FLOODING:

It was reported that a positive meeting had taken place on 12th February to consider reports / updates from Welsh Water, Natural Resources Wales, VGCBC and other stake holders.

It was noted that since the previous meeting considerable work had been undertaken:

Two new pumps had been installed and the sewers relined, ditches and waterways had been cleared, a topographical survey undertaken. Hopefully, these measures will help reduce the risk of flooding. However, it was noted that engagement with the farming community seems difficult to achieve; reducing / slowing run off from agricultural land is key (together with regular maintenance of the surface water drainage systems) if flooding is to be prevented.

201/24. LLANDOW:

Network Rail: Cllr. D. Williams-Hackett reported that Network Rail had been on site for several nights causing disturbance to neighbours by their lack of consideration. It would appear that the area where they access the railway line has become a sort of works yard / car park.

Fly-Tipping: It was reported that there had been several instances of fly-tipping near the Place for Homes, which the VGCBC had cleared. It was noted that fly-tipping seems to be becoming more prevalent.

202/24. LLYSWORNEY:

Vehicle Activated Sign: Cllr. J. Shaw reported that the vehicle activated sign on the right-hand side of the road, just after Carne Terrace, seems not to be working. The Clerk will report this to the VGCBC.

Llysworney Road Action Group: Cllr. C. Bray reported that the group have a meeting scheduled with Jane Hutt MS on the 28th March.

Moat Farm: Cllr. J. Shaw reported that building work had commenced and there have been significant issues with deliveries to the site causing damage to the verges and a wall has been demolished. A discussion has taken place with the site manager who had agreed to try and coordinate deliveries, advise of the preferred access route and ask that smaller vehicles are used. Assurances have been given that all damage will be made good.

203/24. SIGINGSTONE:

Sigingstone Air Crash: Cllr. S. Brewer reported that plans were well in hand for the Memorial Service to mark the 75th anniversary of the Air Crash the following Sunday.

Graffiti on road: Cllr. S. Brewer reported that the road surface has been painted with 20mph signs which she had reported to the VGCBC, it looks particularly unsightly given the rural nature of the lane. Cllr. C. Cave commented that she was aware of this and that technically it is graffiti.

Blocked culverts: Cllr. A. True reported that the culverts from Sigingstone to Llanmihagel are blocked again. The Clerk will report this to the VGCBC.

204/24. COUNTY COUNCILLOR REPORT:

Council noted the report of Cllr. C. Cave.

Cllr. C. Cave update Council regarding the recent approval of a planning application for a Lidl Store near Llanmaes, the VGCBC Planning Committee having taken an opposite view to the advice of its officers. It is understood that the Welsh Government have been asked to call in the decision. It was agreed that Llandow CC would support Llanmaes CC in this matter.

205/24. OTHER BUSINESS: *There was no other business.*

206/24. DATE, TIME, AND PLACE OF NEXT MEETINGS:

Thursday, 3rd April, at Llandow Village Hall and via Zoom.

Thursday the 1st May, following the AGM at 7pm at Llandow Village Hall and via Zoom.

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

Appendix 1

LLANDOW COMMUNITY COUNCIL
Cash Book Comparison Against Budget
Period Ending 17th March 2025

			Budget	Actual to Date	
			2024/25	2024/25	
Bank Statement Balances as at the 01/04/24			£	£	
Community Account - 20103969			4,334.61	4,334.61	<i>Opening</i>
Premium Account -50801631			£ 52.20	£ 52.20	<i>Balances</i>
			£ 4,386.81	£ 4,386.81	
INCOME:					
Precept			£12,000.00	£ 12,000.00	
Other Income				£ 0.58	
			£12,000.00	£ 12,000.58	
EXPENDITURE:					
Clerks Salary			£ 5,778.85	£ 5,840.64	
HMRC			£ 1,444.73	£ 1,460.20	
Pension			£ 1,444.73	£ 1,394.38	
Election Fees				£ -	
Sigingstone Hall			£ 150.00	£ -	
Llandow Hall			£ 200.00	£ 375.00	
Community Grants			£ 1,500.00	£ 949.54	
Audit Fees			£ 600.00	£ 510.00	
Fees			£ 200.00	£ 121.00	
Insurance			£ 250.00	£ 301.28	
Refill Grit Bins			£ 250.00	£ -	
Website Maintenance			£ 200.00	£ 632.92	
Telephone & Broadband			£ 336.00	£ 336.00	
Expenses			£ 430.00	£ -	
Member's Allowance			£ 300.00	£ -	
Training			£ 600.00	£ 115.00	
			£13,684.31	£ 12,035.96	
Cash at Bank			£ 2,702.50	£ 4,351.43	