

**CYNGOR CYMUNEDOL LLANDOW  
LLANDOW COMMUNITY COUNCIL**

[www.llandow.org.uk](http://www.llandow.org.uk)

**Meeting of the Llandow Community Council to be held remotely via Zoom  
on Thursday 12<sup>th</sup> October 2023 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 7<sup>th</sup> September 2023
5. MATTERS ARISING
6. FINANCE:
  - a) Business a/c £51.83  
Current a/c £6,601.96  
£6,653.79
  - b) Outgoings for October 2023:  
Clerk's salary @ S.P. 24- October '23: £420.16  
HMRC: £105.00  
Transact Pensions (*by direct debit*): £95.36
  - c) Financial Statement September 2023: (Appendix 1)
  - d) Conclusion of the Audit for the period ending 31<sup>st</sup> March 2023: (Appendix 2)
7. STRONG COMMUNITIES GRANT FUND
8. COMMUNITY COUNCIL FUND: (Appendix 3.1 & 3.2)
  - 1) Community Grants and S137
  - 2) Llandow Village Hall
9. REPRESENTATIVES REPORTS: Community Liaison Committee (Appendix 4)
10. CORRESPONDENCE:
  - 1) The Clerk.
  - 2) Clerks & Councils Direct
  - 3) Vale of Glamorgan: Review of Polling Stations
  - 4) Rights of Way Improvement Plan: Rights of Way Improvement Plan (ROWIP) (valeofglamorgan.gov.uk)
11. PLANNING:

*Applications:*

  - 1) Mr. Anthony Evans, Llandow Caravan Park, Llandow: Removal of Condition 2 of Application No. 2021/01666/FUL: The site shall not be used as a caravan site between 1st February and 28th February (29th February in a leap year) in any one year 2023/00849/FUL

*Approvals:*

  - 1) Mr. Colin Thompsett, Agricultural field on Heol y Nat, Llandow: Installation of Elsan waste tank, concrete block wall and drinking water stand pipes
  - 2) BSW Holdings, **Dyffryn Business Park, Llantwit Major Road, Llandow**: Erection of 3x Totem signs
  - 3) Castell Group, Land at Moat Farm, Llysworney: Proposed residential development of 7 dwellings and associated works. Approved subject to Legal Agreement (outstanding)
12. BOUNDARY REVIEW (Appendix 5)
13. LLANDOW
14. LLYSWORNEY
15. SIGINGSTONE
16. COUNTY COUNCILLOR REPORT: Cllr. C. Cave (Appendix 6)
17. ANY OTHER BUSINESS (*raised with the Chairman's consent given before the start of the meeting*)
  - 1) Feedback from the Monitoring Officer.
18. DATE OF NEXT MEETINGS:  
Thursday 7<sup>th</sup> September and Thursday 5<sup>th</sup> October at Llandow Village Hall and via Zoom.

# CYNGOR CYMUNEDOL LLANDOW

## LLANDOW COMMUNITY COUNCIL

Minutes of a Meeting of the Llandow Community Council held at Llandow Village Hall and via Zoom on Thursday, 7<sup>th</sup> September 2023 Council at 7.00 pm.

- 60/23. **PRESENT:** Mrs. C. Bray (Chair), Mr. R. Thomas (Vice-Chair), Ms. J. Shaw, Mrs. A. Pattinson, Mr. M. Walker and Mrs. K. Walters.
- 61/23. **IN ATTENDANCE:** County Borough Councillor C. Cave, PCSO A. Stone and Mr. D-L. Jones (Clerk).
- 62/23. **APOLOGIES:** Mr. A. Clarke, Mr. D. Hackett and Mrs. S. Brewer.
- 63/23. **DECLARATIONS OF PECUNIARY INTEREST, ETC:**  
There were no declarations of interests made.
- 64/23. **POLICE REPORT:**  
Cllr. C. Bray welcomed PCSO A. Stone to the meeting. PCSO Stone reported there had been one crime reported since her last update to Council: Burglary at Llandow Industrial Estate.
- 65/23. **MINUTES OF THE PREVIOUS MEETINGS:**  
It was agreed to accept the minutes of the meeting held on 6<sup>th</sup> July 2023, proposed by Cllr. J. Shaw and seconded by Cllr. K. Walters.
- 66/23. **MATTERS ARISING:**  
*Moat Farm:* Cllr. C. Bray reported that the Vale Planning Committee had voted that afternoon, with 11 in favour and 5 against, to approve the application for the development of the farmyard at Moat Farm, Llysworney, for affordable housing. Cllr. Shaw had represented the Council's views at the planning meeting and Cllr. Cave had spoken at length against the development. Cllr. Cave had also arranged a site meeting that morning which the Chair and Clerk had attended as observers. Cllr. Cave proposed a vote of thanks to Cllr. Shaw for all her hard work and diligence over the preceding year. The Council noted that there seems to be some confusion regarding the call in process of the Welsh Government which Council had initiated. We await further information in this regard in due course.  
*Rapid Rehousing Policy:* It was agreed to extend an invitation to Carol Price, Housing Officer, to attend the October meeting of Council.  
*Wall of Sigingstone brook:* The Clerk had been in communication with the VGCBC regarding a section of the wall of the brook which had collapsed. Photographs had been sent to identify the area and a broken drain had also been noted. It is hoped this will help to resolve the matter.
- 67/23. **FINANCE:**
- |    |  |                  |
|----|--|------------------|
| a) | Business a/c   | £51.69           |
|    | Current a/c  | <u>£4,015.36</u> |
|    |  | £4,067.05        |
| b) | Outgoings for September 2023:  |                  |
|    | Clerk's salary @ S.P. 24 - August '23:   | £420.16          |
|    | HMRC:  | £105.20          |
|    | Transact Pensions ( <i>by direct debit</i> ):                                  | £95.36           |
| c) | <b>Financial Statement August 2023:</b> Council noted the financial statement. |                  |
- 68/23. **STRONG COMMUNITIES GRANT FUND:** *No report.*
- 69/23. **COMMUNITY COUNCIL FUND:** *No applications received.*
- 70/23. **REPRESENTATIVES REPORTS:**  
Council noted the recent report of Cllr. C. Bray who had attended the regional meeting of One Voice Wales.
- 71/23. **CORRESPONDENCE** (*Council noted the following correspondence*):
- 1) The Clerk
  - 2) Clerks & Councils Direct
- 72/23. **PLANNING:**  
*Applications:*
- 1) Mr. Colin Thompsett, Agricultural field on Heol y Nant, Llandow: Installation of Elsan waste tank, concrete block wall and drinking water standpipes.

- 2) BSW Holdings, Units 60-62, Dyffryn Business Park, Llantwit Major Road, Llandow: The proposed erection of 1no. building to provide 3no. commercial units with associated parking and other works.
- 3) BSW Holdings, Dyffryn Business Park, Llantwit Major Road, Llandow: Erection of 3x Totem signs.
- 4) Harris Pye Group, Units 5 and 6, Sutton Road, Llandow: Removal of Conditions 3 and 10 of planning permission 2015/00777/FUL to allow construction and operational HGV traffic to enter and exit the site from Sutton Road.

*Approvals:*

- 1) Mr. Robert Board, Mill Farm, Llandow: Proposed installation of a 12 panel ground mounted solar panel system, using GSE mounting kit, within land to the north of main house.

*Refusals:*

- 1) Mr. P. Booth, Land adjacent to Littlemoor Farm, Squire Street, Llysworney: Erection of a single dwelling house, single storey detached garage, landscaping, and associated works.

**73/23. BIODIVERSITY POLICY:**

Council unanimously adopted the Biodiversity Policy as circulated, proposed by Cllr. J. Shaw and seconded by Cllr. K. Walters.

**74/23. STANDING ORDERS:**

Council unanimously adopted the Standing Orders as circulated, proposed by Cllr. R. Thomas and seconded by Cllr. A. Pattinson.

**75/23. GOVERNANCE HEALTH CHECK:**

Council noted the Governance Health Check and summary of actions. It was agreed that the Chair and Clerk would continue to work through the Health Check and bring forward, over the next 6 months, policies, recommendations, etc as required.

**Mission Statement:** Council unanimously agreed to adopt the following as their Mission Statement:

'Serving our community, preserving our identity'

The Council will always strive to:

*Be responsible in all our council activities.*

*Be transparent and accessible in all our decision making.*

*Be responsive to the needs of the community.*

**76/23. CONCERNS AND COMPLAINTS POLICY:**

Council unanimously adopted the Concerns and Complaints Policy as circulated, proposed by Cllr. J. Shaw and seconded by Cllr. K. Walters

**77/23. HEALTH AND SAFETY POLICY:**

Council unanimously adopted the Health and Safety Policy as circulated, proposed by Cllr. J. Shaw and seconded by Cllr. K. Walters.

**78/23. LLANDOW:**

*Flooding:* Cllr. A. Pattinson reported that a group of residents had met with Cllr. C. Cave on the 24<sup>th</sup> July to discuss the issues with flooding in the village. A follow-up meeting remains to be scheduled and it is hoped to convene a meeting of all agencies and interested parties to seek a positive resolution to the ongoing flooding problems.

*Potholes:* Cllr. R. Thomas reported that the road between 'The Place for Homes' and the Greenhouses is littered with potholes. The Clerk will report this to the VGCBC.

**79/23. LLYSWORNEY:** *There were no matters to report.*

**80/23. SIGINGSTONE:** *There were no matters to report.*

**81/23. COUNTY COUNCILLOR REPORT:**

Council noted the report of Cllr. C. Cave.

*Waste Recycling Centre:* Cllr. C. Cave confirmed she had written to the VGCBC encouraging them to find a more suitable location in the Western Vale than the current 'preferred' site.

**82/23. OTHER BUSINESS:** *There was no other business.*

**83/23. DATE, TIME AND PLACE OF NEXT MEETINGS:**

Thursday, 5th October 2023 at 7pm in Llandow Village Hall and via Zoom.

Thursday, 2<sup>nd</sup> November 2023 at 7pm in Llandow Village Hall and via Zoom.

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

<b>LLANDOW COMMUNITY COUNCIL</b>					
<b>Cash Book Comparison Against Budget</b>					
<b>Period Ending 25th September 2023</b>					
			<b>Budget</b>	<b>Actual to Date</b>	
			<b>2023/24</b>	<b>2023/24</b>	
<b>Bank Statement Balances as at the 01/04/23</b>			<b>£</b>	<b>£</b>	
Community Account - 20103969			£ 5,355.60	£ 5,355.60	<i>Opening</i>
Premium Account -50801631			£ 51.58	£ 51.58	<i>Balances</i>
			<b>£ 5,407.18</b>	<b>£ 5,407.18</b>	
<b>INCOME:</b>					
Precept			£10,000.00	£ 6,666.00	
Other Income			£ 0.08	£ -	
			<b>£10,000.08</b>	<b>£ 6,666.00</b>	
<b>EXPENDITURE:</b>					
Clerks Salary			£ 5,420.04	£ 2,520.96	
HMRC			£ 1,355.05	£ 630.20	
Pension			£ 1,355.00	£ 630.24	
Election Fees				£ -	
Sigingstone Hall			£ 150.00	£ -	
Llandow Hall			£ 150.00	£ -	
Community Grants			£ 1,500.00	£ 440.00	
Audit Fees			£ 500.00	£ 518.00	
Fees & Training			£ 200.00	£ 256.00	
Insurance			£ 200.00	£ 232.37	
Refill Grit Bins			£ 250.00	£ -	
Website Maintenance			£ 200.00	£ 191.87	
Telephone & Broadband			£ 336.00	£ -	
Expenses			£ 430.00	£ -	
Member's Allowance			£ 300.00	£ -	
			£ 600.00		
			<b>£12,946.09</b>	<b>£ 5,419.64</b>	
Cash at Bank			<b>£ 2,461.09</b>	<b>£ 6,653.79</b>	

**NOTICE OF CONCLUSION OF AUDIT  
AND RIGHT TO INSPECT THE ANNUAL RETURN  
FOR THE YEAR ENDED  
31 MARCH 2023**

**Public Audit (Wales) Act 2004 Section 29  
Accounts and Audit (Wales) Regulations 2014**

1. The audit of accounts for Llandow Community Council for the year ended 31 March 2023 has been concluded.
2. The annual return is available for inspection by any local government elector for the area of the Llandow Community Council on application to:

David-Lloyd Jones,  
Clerk to the Llandow Community Council,  
47 Cefn Rd, Cefn Cribwr, Bridgend. CF32 0BA.  
davidlloyd.jones@btinternet.com  
www.lloandow.org.uk

By appointment between 9 am and 5 pm on Mondays to Fridays  
(excluding public holidays), when any local government elector may make  
copies of the annual return.

3. Copies will be provided to any local government elector on payment of  
£2 for each copy of the annual return.

David-Lloyd Jones,  
Clerk to the Council.  
13<sup>th</sup> October 2023

## Auditor General's report and audit opinion

I certify that I have completed the audit of the Annual Return for the year ended 31 March 2023 of **Llandow Community Council**. My audit has been conducted on behalf of the Auditor General for Wales and in accordance with the requirements of the Public Audit (Wales) Act 2004 and guidance issued by the Auditor General for Wales.

### **Audit opinion: Unqualified**

On the basis of my audit, in my opinion no matters have come to my attention to give cause for concern that, in any material respect, the information reported in this Annual Return:

- has not been prepared in accordance with proper practices;
- that relevant legislative and regulatory requirements have not been met;
- is not consistent with the Council's governance arrangements; and
- that the Council does not have proper arrangements in place to secure economy, efficiency and effectiveness in its use of resources.

### **Other matters and recommendations**

There are no further matters I wish to draw to the Council's attention.



Deryck Evans, Audit Manager, Audit Wales  
For and on behalf of the Auditor General for Wales

Date 27/09/2023

**Introduction**

This note concerns the history of the community grant scheme as discussed earlier this calendar year.

**Establishment of Community Grants**

At a Council meeting in December 2017 there was a discussion regarding the provision of financial assistance to the 3 villages. It was agreed that instead of an annual cheque towards a Christmas tree a new process would be introduced - each village could apply for a 'community grant' according to their needs. The applications would be scrutinised by the council and approved or not according to each case. As noted in the minutes of that original meeting the budget allowed each year across the 3 villages was increased to £1,500.

- |    |  |
|----|--|
| c) | Precept & Budget 2018 – 19: A discussion took place and it was agreed to increase the community grants budget to £1,500. Following this amendment, it was unanimously agreed on the proposition of Cllr. J. Shaw, seconded by Cllr. A. Clarke, to accept the budget as circulated. The Precept for the Financial year 1 <sup>st</sup> April 2018 – 31 <sup>st</sup> March 2019 will be £9,300. |
|----|--|

An application form and guidance notes were developed, and the new approach took effect from the financial year 2018-19.

**History of grant awards**

2018-19	Sigingstone Village Hall - Skip Hire	£234.00	skip hire
2018-19	Llandow Village Hall - Grant Aid	£345.00	Annual Fete
2018-19	Llysworney Comm Assoc - Grant Ai	£210.00	Carols near the pond (mulled wine etc) & Xmas tree
		<b>£789.00</b>	

2019-20	Llysworney Comm Assoc	1099	£240.00	2019-20	skip hire for village tidy up event
2019-20	Llandow Village Hall	1100	£380.98	2019-20	Annual Fete
2019-20	Llandow Village Hall	1113	£330.00	2019-20	Christmas activities
2019-20	Llysworney Comm Assoc	1118	£185.00	2019-20	Carols near the pond (mulled wine etc) & Xmas tree
			<b>£1,135.98</b>		

2020-21	Llandow Village Hall	1148	£150.00	2020-21	Christmas tree
2020-21	Llysworney Community Assoc	1152	£140.00	2020-21	Christmas tree
2020-21	Llysworney Community Assoc	1152	£150.00	2020-21	<i>Each village awarded £150 (pandemic)</i>
2020-21	Sigingstone Village Hall	1153	£150.00	2020-21	<i>Each village awarded £150 (pandemic)</i>
2020-21	Llandow Village Hall	1154	£150.00	2020-21	<i>Each village awarded £150 (pandemic)</i>
			<b>£740.00</b>		

2021-22	Llysworney Comm Assoc - Grant	1169	£194.91	2021-22	PA equipment
2021-22	Llysworney Comm Assoc - Grant	1182	£180.00	2021-22	Christmas tree and new lights
2021-22	Llandow Village Hall	1183	£200.00	2021-22	Christmas tree and new lights
2021-22	Llysworney Comm Assoc	1188	£150.00	2021-22	<i>Each village awarded £150 (pandemic)</i>
2021-22	Llandow Village Hall	1186	£184.23	2021-22	Children's Christmas party
			<b>£909.14</b>		

2022-23	Llys Com Assoc - Grant Aid	1227	£135.00	2022-23	Christmas tree
2022-23	Llandow Village Hall	1207	£170.00	2022-23	Village Fete
2022-23	Llys Com Assoc - Grant Aid	1202	£180.00	2022-23	Platinum Jubilee event E-II-R
2022-23	Llandow Village Hall	1223	£390.76	2022-23	Christmas activities
			<b>£875.76</b>		

In the current year-to-date awards have been made as follows:

2023-24	Llandow Village Hall	£300.00	defibrillator housing
2023-24	Llandow Village Hall	£140.00	summer fete
		<b>£440.00</b>	

A summary by village for the 5 years FY18-19 to FY22-23 (i.e. excluding the current year to date) is below:

Row Labels	Sum of Comm Grants
Llandow Village Hall	2,301
Llysworney Comm Assoc	1,765
Sigingstone Village Hall	384
<b>Grand Total</b>	<b>4,450</b>

When the Council meets in person it pays a fee to the relevant village hall committee and over the same 5-year period has made payments as follows:

Hall hire costs paid					
	2018-19	2019-20	2020-21	2021-22	2022-23
	£	£	£	£	£
Llandow	150	150	0	150	0
Sigingstone	125	125	0	150	0
	275	275	0	300	0

The payments of £150 to each village in 2020-21 (pandemic) were all shown as Community grants. In 2021-22 the same 3 payments of £150 were agreed to be paid but the payments to Llandow and Sigingstone were recorded as ‘hall hire costs’ and the amount to Llysworney as a Community grant.

### Expenditure limits permitted

One of the areas which is covered in the Finance and Governance Toolkit is whether ‘S137 payments’ are within limits. Not knowing what this referred to, David-Lloyd and I did some investigating.

The Local Government Act stipulates how much money a Community or Town Council may incur - where it does not already have specific powers - for the benefit of its inhabitants. The amount varies each year. The legislation is set out below:

Section 137(1) of the 1972 Act permits each Community or Town Council to incur expenditure for purposes for which it has no other specific powers if the Council considers that the expenditure is in the interests of, and will bring direct benefit to, the area or any part of it, or all or some of its inhabitants, providing that the benefit is commensurate with the expenditure incurred. Community and Town Councils are also permitted under section 137(3) to incur expenditure for certain charitable and other purposes. The maximum expenditure that can be incurred under both section 137(1) and (3) for the financial year 2023-24 will be £9.93 per elector.

The ward population is set out in this table:

Wards	Llandow Community Council (Rural)							
	Electors	Existing			Projected			
		Community Councillors	Electors per Councillor	Variance	Electors	Community Councillors	Electors per councillor	Variance
Llandow	223	4	56	-63%	259	4	65	-57%
Llanmihangel	128	2	64	-57%	179	2	90	-40%
Llysworney	223	4	56	-63%	288	4	72	-52%
	574	10	150		726	10	150	

Using the amount of £9.93 we can see that the LCC Budget for community grants of £1,500 is well within the maximum available sum ( $£9.93 * 574 = £5,700$ ) and so we have been able to sign off the questions for this point. Having now compiled a register of grants awarded this will be maintained as a useful record. It may feature in the Annual Report which I will be required to produce for FY2023-24 and in future years.

It is also helpful to share this data ahead of the annual discussion (usually December) regarding the next year’s Budget and Precept.

Catharine Bray  
Chair - 4.10.23



# LLANDOW COMMUNITY COUNCIL

## COMMUNITY GRANT APPLICATION FORM

### 1. Contact details:

This section requires details of the person to whom all correspondence should be sent		
<i>Title:</i> DR	<i>First name:</i> Louise	<i>Surname:</i> Woodgate
<i>Address &amp; Postcode:</i> The Old Dairy, Llandow, Cowbridge, CF71 7NT		
<i>Tel:</i> 01656890564		
<i>Mobile:</i> 07577448169		
<i>Email:</i> <a href="mailto:louisewoodgate22@icloud.com">louisewoodgate22@icloud.com</a>		

### 2. Organisation / community group details:

This section requires details of the organisation or community group you are applying of behalf of
<i>Name of organisation or community group:</i> Llandow Village Hall
<i>Address &amp; Postcode (if different from above):</i> Llandow Village, Llandow, Cowbridge, CF717NT
<i>Tel (if different from above):</i>
<i>Email (if different from above):</i>
<i>If your application is successful to whom should the grant cheque be made payable:</i> Llandow Village Hall

### 3. The Project

Please provide a detailed description of the project you are applying for
<i>For what purpose do you require funding?</i> Community Christmas Tree and a Children's Christmas party.
<i>How do you know there is a need for this project?</i> Traditional Village hall Christmas Tree has symbolised village togetherness for many years. It always brings the community together. The children of our village are a highly important part of this community and extremely important with regard to the longterm aim of well being and community connection, a Christmas party just for our children helps to encourage these vital community links and such needs to be inclusive.

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

The whole process involved with the village hall Christmas tree and lights brings the community together, not only in the purchasing of the tree but also when it is put up and decorated and the lights are turned on. It brings a very welcome feeling of well being and initiates a topic of conversation in the village. It becomes the centrepiece for village carol singing, bringing the whole community together young and old. Local children know Christmas is coming when the village hall Christmas tree appears. Given that young children have missed out in terms of connecting and making friends in the village at a critical time during their socialisation, due to COVID, a community event is significantly important. A children's Christmas party would be the only community organised event at Christmas for the local children and would provide children with the opportunity to mix with other local children and make connections while having fun.

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

No other funding has been sought.

*If you receive funding when will your project start:*  
Early December 2023

*If you receive funding when will your project finish:*  
Twelfth Night, January 2024

**4. Financial details**

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

Breakdown	Cost
Christmas tree 10-12 feet including VAT and delivery. (See attached Christmas tree)	£160
Estimate for Party food (see attached Asda).	£42.21
Estimates for Christmas decorations, presents and sweets (see attached Amazon, selection boxes, fire-place backdrop).	£145.43
<b>Total project cost</b>	<b>£347.64</b>
<i>Notes:</i>	
<ol style="list-style-type: none"> <li>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.</li> <li>2. Applicants must provide quotes/estimates that correspond with the details above.</li> </ol>	
<i>If your application is not for the full amount of your project, please explain how the shortfall will be met?</i>	

**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.



## Notes from Attendance [summary recollection in my own words]

Notice of Meeting	COMMUNITY LIAISON COMMITTEE
Date and time of Meeting	THURSDAY, 5 <sup>TH</sup> OCTOBER, 2023 AT 6.00 P.M.
Venue	REMOTE MEETING

### Agenda

1. Apologies for absence.
  2. Minutes of the meetings held on 23<sup>rd</sup> March, 2023 and 6<sup>th</sup> July, 2023.
  3. To receive declarations of interest and the nature of such interests under the Council's Code of Conduct.  
*(Note: Members seeking advice on this item are asked to contact the Monitoring Officer or Democratic Services at least 48 hours before the meeting).*
  4. South Wales Police Service - Verbal Update.
    - New inspector Gareth Childs
    - Doesn't cover Penarth etc. - sits with Cardiff Bay
    - Didn't bring stats for this meeting - will do it next meeting
    - Confirmed positive stories of the 20mph rollout.
    - Rob Thomas CEO (RT) confirmed that VOGC will be reviewing very closely the 20mph changes within rural villages and the Council will make changes appropriately.
  5. South Wales Fire and Rescue Service – Verbal Update.
    - John Treharne provides a general stats update with an overall decline in incidents
- Report of the Chief Executive –
6. Vale of Glamorgan Community Review.
    - RT opens by talking through the three key areas of the report (linked above)
    - The purpose is to receive feedback on the draft response by VOGC to the Boundary Commission (BC) - all comments will be noted by Democratic Services and discussed at the next Cabinet meeting (2 weeks)

- A cross-party working group set up (VOGC Cllrs) to review the BC consultation
- Key changes:
  - Reduce the number of Community Councils (CCs) by 7
  - Reduce the number of Community Cllrs by 60 (269 to 209)
  - BC proposes to not touch Llangan, Colwinston (see below VOGC proposal to BC) and St Athan
  - Max no. of Cllrs per Community Council = 23; Min = 7
- Ran through the key changes from the draft Cabinet proposal

#### Responses:

- Cllr Anne Asprey (Dinas Powys)
  - in general agreement
- Cllr Steph Bonnar (Llanfair)
  - Concerns over loss of rural identity by being merged with Cowbridge - they will object and ask for reconsider
  - Chair is going to make an approach to Llandow CC with the potential to join with Llandow & Llanmaes as a single Community Council
  - [RT ears pricked up at this as clearly would create a single CC filling the 'gap' between Llantwit/Cowbridge/Colwinston]
- Cllr Julian Radcliffe (Ewenny)
  - General displeasure with any of the proposals and will be objecting
  - Fears the dilution of democratic representation
  - The proposals appear to be based on a mathematical equation and do not take into account the areas
- Cllr Darren Hackett (Llandow)
  - LCC will strongly object to BC
  - As Cllr Radcliffe, a mathematical calculation that does not take into account composition - mentioned only other HWRC and industrial areas that increase the workload for LCC over and above other rural CCs
  - Concerns over diluted representation doesn't support the impact of sickness, holiday etc. which could leave areas underrepresented
  - Precept difference with Llanmaes could lead to a dispute over spending
  - Does not take into account the individual nature and identity of each location which would be diluted further

- RT asked whether LCC would be open to merging or whether our stance was to keep 'as is'. I confirmed 'as is' most definitely as that sits with the overall position on identity etc.
  - RT confirmed that this was what he would expect and that both identity and numbers are equally important perspectives
  
- Cllr Brian Morris (Colwinston)
  - Llangan and Colwinston are 6mi apart, have nothing in common and Llangan has more connection with Bridgend CBC.
  - Cannot understand why VOGC is making the recommendation when even the BC hasn't suggested it
  - Strongly ask that this be reconsidered in line with BC proposal
  - RT confirmed that the final say on this sits with WG
  - RT continued to encourage CCs to feedback to BC
  
- Cllr Julie Sykes (Llangan)
  - Comment on Llangan, Treoes and St Mary are all separate and different to Colwinston and they strongly object to the proposal
  
- Cllr Mark Narusberg (Llanmaes)
  - Thankful to VOGC for hearing Llanmaes voice to not merge with Llantwit
  - Overall support for the new boundary although raises question as to the point of moving from a watercourse to a road boundary that moves 2 properties (5 constituents) from a rural council to a town council
  - RT explained that the BC saw the northern access road as the boundary plus taking into consideration the effect of the LDP with an increase in the number of dwellings in the area
  
- Cllr Shirley Hodges (Barry TC)
  - All very logical and happy to support the response.
  - Only minor comment is on the growth of Cadoc as it is currently a little too big
  - Democracy is really healthy in Barry as demonstrated in recent elections
  - Smaller CCs should have elections
  - RT pointed out a further minor change whereby a parcel of land will be included in Cadoc to take into account likely future development - although this will further grow Cadoc
  - Cadoc was discussed at a cross-party working group but stopped short of making any recommendations on changes to Cadoc

- Cllr Russell Godfrey (Wenvoe)
  - Bitterley opposed to the proposals
  - Have petitioned all residents and not one resident is in favour of the move for Wenvoe
  - Does not take into account that the play fields and allotments were given to the community and are now outside of the community
  - Makes no sense at all - no justifications for any changes
  - Will be objecting strongly
  - RT allotments and fields are very relevant and will take that back to the cabinet
  - RT confirmed that Cllr Hackett's stance is very relevant and appropriate to this
  
- Cllr Summers (Penllyn)
  - Pleased to see supporting their proposals and the impact of Darren Farm development
  - Slightly concerned as to the new numbers of Cllrs proposed and they will be recommending to the BC that these are not changed
  - Reminding VOGC and RT that the sizing policy is only a guide
  - RT is pleased that they are pleased
  
- Cllr Perry (St Nicholas with Bonvilston)
  - Clarify that they have never suggested any joining with Twyn-yr-Odyn
  - Clarifies point with Cllr Russell Godfrey that St Nicholas has no interest in the proposals
  - Agrees on the allotments and playparks
  - RT clarifies that Appendix 2 sets out suggested boundaries for this, where Brooklands Ward is in Wenvoe and the impact of the new developments
  - RT confirmed that playing fields/allotments should remain in Wenvoe
  
- VOGC Cllr Haines
  - Supporting smaller community councils
  - Risk of smaller villages losing what they are as a community
  - Provides greater vfm and care for their communities
  - Warns against making assumptions on the LDP and what will happen and that must be thought about for these changes
  - RT explains this review is every 10 years so have to future proof

- Have to take into account future developments and how communities will change
  - [NOTE: Does this give some comfort to LCC in terms of proposed changes that do not give an indication of change in rural housing numbers?]
- VOGC Cllr Wilson
  - Explained the low number of community councils that have had elections and this supports that democracy isn't working in these areas - wants it to work everywhere
  - It makes the communities stronger
  - Confirms we must be future-proofing
- VOGC Cllr Johnson (+Barry TC)
  - Only 6 CCs held elections in 2022
  - This shows a deficit in local taxes where there are no elections
  - Questioned whether conservatives attended the cross-party group [Democratic services provided confirmation that they were invited and did attend]
- Cllr Hawkins (Wick)
  - Town Cllrs continue to demonstrate a lack of understanding of rural communities and how democracy works there
  - Will be opposing the proposals
  - States it is quite wrong to suggest that elections etc. suggest a lack of democracy
- Cllr Hodges (Barry TC)
  - Cllr Shirley Hodges had to get 1200 votes to be elected
  - Rural CCs have small budgets and therefore can't really do anything meaningful
  - Rural CCs are not raising a decent precept and they need to consider that
- Cllr Hawkins (Wick)
  - Responding to Cllr Hodges and challenging the view on the precept
  - Concerned there's a real antipathy on rural areas by VOGC Cllrs
- RT wrapped up and confirmed that all the points from the CCs have been noted and will be taken back to cabinet in 2 weeks' time to enable meeting the deadline of 30 October 2023.



Reference –

7. [Vale of Glamorgan Public Services Board Annual Report 2022-23](#) –  
Corporate Performance and Resources Scrutiny Committee: 19<sup>th</sup> July, 2023.

- Tom Bowring gave an overview of the Report (linked above) and referred the CLC to the report
- New plan in place as agreed in May 2023
- The work they are doing should interest all CCs
- 3 larger CCs have budgets but smaller CCs can also be involved - attend liaison meetings?
- Continuing to look at aspects of Public Health and Carbon Reduction

Cllr Cuddy

- VOGC should be commended on PSB as not the same across Wales in his experience
- Some concern that VOGC does sit in a vacuum and should be learning and looking at what others have done across Wales
- Only 3 Councils have a budget in VOGC and that's a problem
- Some elements are not joined up e.g. Biodiversity policy etc - should there be one policy approach for LCCs?

Tom Bowring

- On vacuum we do engage with the Future Gen Act Office - there has been a change in tactic (by Future Gen Office) to be more connected and get different perspectives
- Inviting more partner organisation participants
- Increased links with Cardiff and Natural Resources Wales (who has praised the VOGC PSB)
- Looking to understand what T&CCs would like - how prescriptive would they like PSB to be?
- Example of 'Age Friendly' and how all T&CCs could get involved in this to different extents
- Mentions placemaking plans and how they will be strongly connected with the PSB as will well-being plans
- Wellbeing workshops have been run for T&CCs and well attended

CLOSING Reminder that the requisition for consideration form is in Democratic Services if we wish to raise anything at the next meeting with is on **Thursday 18 January 2024**.

VoG Draft Community Boundary Review Report – LCC notes for Community Liaison Committee meeting 5 October 2023

Background

Page 109 of the report from the Boundary Commission

214. The Commission also proposes to abolish the Community of Llandow and the remainder of the Community of Llanmaes and utilising the 2 areas to form the new Community of Llandow and Llanmaes. This involves the creation of a new community which incorporates 2 neighbouring, rural communities. The proposal was submitted as an alternative suggestion by Llanmaes Community Council to combine Llanmaes with a neighbouring rural community such as Llanfair or Llandow. The Commission agrees that this proposal provides for more effective and convenient local government. The Commission proposes utilising the existing community wards boundaries of Llandow, Llanmihangel and Llysworney and the community

Statistical data

COMMUNITY	DESCRIPTION	Cllr's	Electors	Ratio	Variance
Llandow	Wards of Llandow, Llanmihangel, Llysworney	10	594	59	-84.7%
Llanmaes	Llan-Maes	7	354	51	-87.0%
PROPOSAL:					
Llandow and Llanmaes	The Community wards of Llandow, Llanmihangel, Llysworney and Llanmaes	7	943	135	-73.0%

Page 9 of the VOGC own report with their comments

• **Llandow and Llanmaes**

The Commission proposes to create a new community area for Llandow and Llanmaes by combining the 2 community areas, with an electorate of 943.

The overall membership of Llandow and Llanmaes Community Council is proposed to contain 7 members, as per the minima suggested in the Council Size Policy. The allocation of community councillors per ward is as follows:

- Llandow reduced from 4 councillors to 2 councillors.
- Llanmihangel reduced from 2 councillors to 1 councillor.
- Llysworney reduced from 4 councillors to 2 councillors.
- Llanmaes reduced from 7 councillors to 2 councillors.

And from page 13

**2.20 Llandow and Llanmaes** - The proposals that have been made are accepted whilst noting that the initial suggestion of the Council was to align Llantwit Major and Llanmaes. The proposal of the Commission is however supported.

**Llandow Community Council** (LCC) has not yet had the chance to discuss the Boundary Commission proposals in a council meeting. A few of the issues which need to be considered are set out below and should have greater account in the Principal Council's (VoG) formal response (CLC Agenda item 6) to the recommendation to amalgamate Llandow with Llanmaes.

VoG's initial response to the boundary review was to align Llanmaes with Llantwit Major. Llanmaes is geographically associated with Llantwit and is part of the Principal Council's Llantwit Ward. The associations between the two are strong and while the members of Llandow Community Council understand Llanmaes' motive for seeking combination with an adjacent rural community, there is no compelling justification through common affiliation to do so; it would merely exacerbate the difficulties of effective and convenient representation of electors in an already widespread and complex community area. Hence, the LCC supports VoG's initial proposal to align Llanmaes with Llantwit Major and seeks Cabinet reconsideration of its draft response.

#### Separate villages / No. of council places

The existing community of Llandow is made up of 3 distinct villages, several miles apart and with no sustainable transport links between them, which exist as separate communities and have their own specific features. The new larger area proposed will thus comprise 4 separate villages – each with its own profile and characteristics.

In the LCC original consultation response we identified the need for councillors to be familiar with issues specific to their village and community to promote effective discussion and decision-making.

Whilst the allocation of councillor places between the 4 villages seems to prohibit all members coming from the same village, informed representation would be diluted and spread ever more thinly as a result of the proposals. Moreover, by amalgamating areas with different historic affiliations, it increases the risk to consensus and the potential for out-voting and impasse.

It cannot be overemphasised that Community councillors are volunteers in their communities and have to balance a number of responsibilities: work, family etc. They will occasionally be unavailable due to illness or holiday and with only one or two members in each ward, villages may very easily lose

representation and enfranchisement. This situation is very different from that which applies in a single settlement community where representatives come from the same place and are all familiar with the same local issues.

While we understand the Principal Council's wish to operate a policy regarding council size, we feel strongly that the reduction from 17 places to 7 (a near 60% reduction) will severely impact on the effectiveness of the Council, will deter people putting themselves forward for election, and ultimately compromise local democracy.

There may be a shared boundary between Llanmihangel (Sigingstone) and Llanmaes but the distance between the principal residential centres of the 4 villages is significant and the issues and challenges faced are very different, for Llanmaes not least because of its long association with and proximity to Llantwit Major.

Importantly, the size policy ignores composition. The large industrial area within the existing Llandow ward increases the volume of planning issues and other matters of community concern which come to the Council's attention. The headcount of the businesses operating in this area is not part of the electorate number. Furthermore, the Vale Council only has two Household Waste and Recycling Centres, one of which operates from this industrial area in Llandow and is an ongoing concern for local residents. Thus, the workload for members and clerk to the Council is considerable.

#### Management and finance

The current precept in Llandow is £10,000 and in Llanmaes is £12,250 for less than half the number of electors compared with Llandow.

This is evidence of a clear and substantial difference in management and approach between the two community areas and in the type of service which the two councils provide. This could well give rise to tension in a combined community which would need to be resolved to avoid conflict. It is not, therefore, just a matter of amalgamating like with like.

#### Principal Council electoral ward

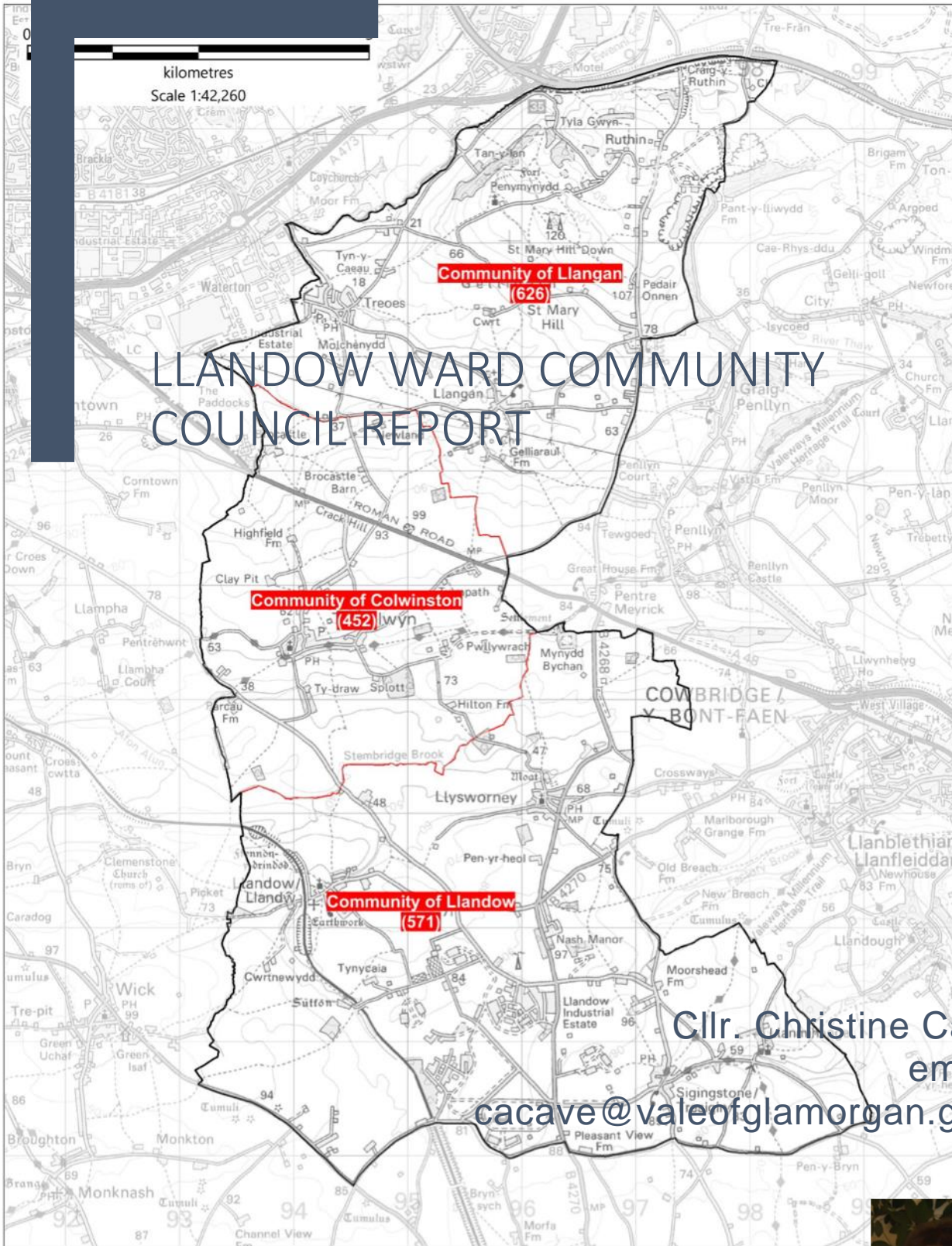
The VoG report makes no mention of the consequential change to its electoral wards that would need to occur following the amalgamation. The Commission has proposed that the electoral ward of Llandow, made up of Llandow, Colwinston and Llangan is extended to include Llanmaes. It is assumed that

VoG Draft Community Boundary Review Report – LCC notes for Community Liaison Committee meeting 5 October 2023

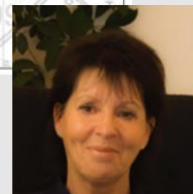
there is VoG support for this. If not, and amalgamation took place without this parallel change, it would have significant implications.

Llandow Community Council  
5 October 2023

DRAFT



Cllr. Christine Cave  
email:  
[cacave@valeofglamorgan.gov.uk](mailto:cacave@valeofglamorgan.gov.uk)



**Date: October/November 2023-** Report to the Community Councils (CC) in the Llandow Ward: Colwinston; Llandow/, Llysworney, Sigingstone, Sutton and Llangan/Treoes and St Mary Hill.

## Vale of Glamorgan Full Council meeting date for 2023/24

4th December 2023, 4th March 2024, 29th April 2024.

**Full Council meeting** held on the 25<sup>th</sup> September 2023, remote meeting

### Agenda

1. Apologies for absence.
2. (a) To hear the roll call of Members.  
(b) To receive declarations of interest and the nature of such interests under the Council's Code of Conduct.  
*(Note: Members seeking advice on this item are asked to contact the Monitoring Officer or Democratic Services at least 48 hours before the meeting.)*
3. To approve the minutes of the meeting held on 24<sup>th</sup> July, 2023.
4. To receive any announcements from the Mayor, Leader, Members of the Cabinet and the Chief Executive and to receive any petitions submitted by Members.  
Report of the Executive Leader and Cabinet Member for Performance and Resources –
5. Joint Overview and Scrutiny Committee of The South East Wales Corporate Joint Committee.  
Report of the Chief Executive –
6. Use of the Chief Executive's Emergency Powers.  
Report of the Director of Corporate Resources –
7. Scrutiny Committees' Annual Report 2022-23.
8. To consider the following proposal(s) from the Executive in relation to the Council's Policy Framework and Budget

Item	Date of Meeting	Minute No.
(a) <u>Annual Treasury Management Report 2022/23</u>	6 <sup>th</sup> July, 2023	C45

9. To inform the Council of the Use of the Urgent Decision Procedure under Article 15.14 of the Constitution.

Item	Date of Meeting	Minute No.
(a) <u>Proposed Traffic Regulation Order (TRO) For Exceptions to Wales 20mph Default Speed Limit and Implementation of Ancillary Speed Limits. (4)</u>	7 <sup>th</sup> September, 2023	C96

10. To receive questions and answers pursuant to Section 4.19.2 – 4.19.7 of the Council's Constitution (i.e. questions on any matter in relation to which the Council has powers or duties or which affects the Vale of Glamorgan).
11. Questions from the Public –  
3 questions have been received.
12. Any items which the Mayor has decided are urgent (Part I). – None

[View Council You Tube Recordings of Meetings since September 2020 (held via Teams)]

Using this link

### **Members of the Cabinet**

Councillor L. Burnett (Executive Leader and Cabinet Member for Performance and Resources) – Labour Party

Councillor B.E. Brooks (Deputy Leader and Cabinet Member for Sustainable Places) – Labour Party

Councillor R.M. Birch (Cabinet Member for Education, Arts and the Welsh Language) – Labour Party

Councillor M.R. Wilson (Cabinet Member for Neighbourhood and Building Services) Labour Party

Councillor M.R. Wilkinson (Cabinet Member for Public Sector Housing and Tenant Engagement) Labour Party

Councillor E. Williams (Cabinet Member for Social Care and Health) Llantwit First Party

Councillor S. Sivagnanam (Cabinet Member for Community Engagement, Equalities and Regulatory Services) Labour Party

Councillor G. John (Cabinet Member for Leisure, Sport and Well-being) Llantwit First Party

## **CABINET Meetings**

**THURSDAY, 21<sup>ST</sup> September, 2023 at 2.00 PM Remote meeting**

### AGENDA

#### PART I

1. Apologies for absence.
2. Minutes of the Meeting held on 7th September, 2023.

[\[View Minute\]](#)

3. To receive declarations of interest and the nature of such interests under the Council's Code of Conduct.

*(Note: Members seeking advice on this item are asked to contact the Monitoring Officer or Democratic Services at least 48 hours before the meeting).*

[\[View Minute\]](#)

Report of the Executive Leader and Cabinet Member for Performance and Resources –

4. Use of the Chief Executive's Emergency Powers.

[\[View Minute\]](#)

Report of the Cabinet Member for Social Care and Health –

5. Annual Report of the Director of Social Services 2022-2023 – Final Version.

[\[View Minute\]](#)

6. Any items which the Chair has decided are urgent (Part I).

### **Cabinet meeting 5<sup>th</sup> October 2023 at 2pm – remote meeting**

#### AGENDA

##### PART I

1. Apologies for absence.

2. Minutes of the Meeting held on 21<sup>st</sup> September, 2023.

3. To receive declarations of interest and the nature of such interests under the Council's Code of Conduct.

*(Note: Members seeking advice on this item are asked to contact the Monitoring Officer or Democratic Services at least 48 hours before the meeting).*

Report of Meeting –

4. Cardiff Bay Advisory Committee: 6<sup>th</sup> September, 2023.

Reports of the Executive Leader and Cabinet Member for Performance and Resources –

5. Cabinet Quarterly Work Programmes – July to September 2023 and October to December 2023.

6. Shared Prosperity Fund Update Report.

7. The Vale of Glamorgan Community Review – Draft Proposals.

Report of the Cabinet Member for Community Engagement, Equalities and Regulatory Services) –

8. Vale of Glamorgan Local Development Plan 2011-2026: Annual Monitoring Report 2022/2023.

9. Any items which the Chair has decided are urgent (Part I).

Report of the Executive Leader and Cabinet Member for Performance and Resources -

(i) Agreement to enter into a Supplemental Agreement with the Developer for the Construction of New Council Apartments at Cadoxton, Barry.

### **Consultations - Vale of Glamorgan Council**

**Current consultations are available at: <https://participate.valeofglamorgan.gov.uk>**

#### **Participate Vale**

We want to give everyone the opportunity to get involved and help shape services in the Vale of Glamorgan.

Our public participation platform, Participate Vale, is the best place to find out about our current consultations and share your views.

Visit Participate Vale to have your say and get involved:

[Visit Participate Vale](#)



## Local Matters

1. Colwinston – Dog Fowling - A meeting was held in September with the officer responsible for this issue and the Chair of CCC in the village going forward. It was agreed that an additional waste bin would be added somewhere in the village and this would be raised at the next CC meeting.
2. Colwinston – Adoption of the vines raised and ongoing.
3. Colwinston – St David’s Church in Wales School – several issues raised with the Rob Thomas – Broken electric car charging points; Poorly installed gym equipment and the poor state of the playground (in particular the tree stump left in the middle of the playground) – these issues were raised again in September and we are waiting to hear further from the education department.
4. Colwinston – issues raised concerning RLDP first round – inaccuracy reported and amended. Further meeting in respect of the RLDP will take place at the start of October.
5. Colwinston – The outstanding matters of the Coffin Stile (planning enforcement) – ongoing.
6. Llandow waste recycling centre – Alun Cairns MP has been in contact with the Health and Safety Executive regarding the dangerous state of the current recycling centre in Llandow and received confirmation that they are now investigating several issues with the site including the metal steps and other safety issues – ongoing.
7. Llandow relocation of the current waste recycling centre – I have been informed that a further two site option are now being considered (both located on the current Llandow Trading Estate site) and that while the ‘Place for Homes’ potential site is being evaluated these two further sites are being evaluated.
8. Llandow – New signage in place in Sutton has been replaced following illegal removal of the signage. However, there appears to be an ongoing issue with damage to the signs and this has been taken up with highways officers.
9. Llandow – Go Cymru stickers are littering the VoG highways signs – This has been reported several times over the last year. VoG highways team investigating.
10. Llandow – Flooding issues - Llandow members of the Llandow CC to meet and discuss way forward.
11. Llangan - Planning issues raised with VoG regarding Industrial development on the boundary with Bridgend CC additional time was given for responses.
12. Llangan/Llandow - Leaflet developed with CC members to raise awareness of how to report traffic issues

Schedule of meetings for October 2023 - All Meetings commence at 6.00 p.m. and will be held virtually unless otherwise stated.

Council		Early Retirement/Redundancy (4.30 p.m.)	19 Oct
Annual Meeting		Licensing - Public Protection (10.00 a.m.)	17 Oct
Cabinet (2.00 p.m.) <a href="#">[View Live Stream - 5 October]</a>	<a href="#">5 Oct</a> 19 Oct	Licensing - Statutory	
Scrutiny (Corporate Performance and Resources)	18 Oct	Licensing Sub	
Scrutiny (Environment and Regeneration)	17 Oct	Planning (4.00 p.m.)	26 Oct
Scrutiny (Healthy Living and Social Care) (5.00 p.m.) <a href="#">[View Live Stream - 9 October]</a>	<a href="#">9 Oct</a> 10 Oct	Public Rights of Way	
Scrutiny (Homes and Safe Communities) <a href="#">[View Live Stream - 11 October]</a>	<a href="#">11 Oct</a>	Senior Management Appointment	
Scrutiny (Learning and Culture) <a href="#">[View Live Stream - 12 October]</a>	<a href="#">12 Oct</a>	Standards	
Appeals		Trust	
Governance and Audit	23 Oct	Vale of Glamorgan Local Access Forum	
Community Liaison <a href="#">[View Live Stream - 5 October 2023]</a>	<a href="#">5 Oct</a>	Voluntary Sector Joint Liaison	16 Oct
Democratic Services (4.00 p.m.)		Welsh Church Act Estate (4.00 p.m.)	
Investigating		Shared Regulatory Services Joint Committee	