

**LLANTWIT FARDRE COMMUNITY COUNCIL
CYNGOR CYMUNED LLANILLTUD FAERDREF**



Minutes of the Virtual Meeting of the Meeting of Llantwit Fardre Community Council held on Tuesday, 25th May, 2021 at 5 p.m.

PRESENT

Community Councillor A.Raines – Chair

Community Councillors

R.Butler, B.James, J.James, C.Johnson, A.Raines, D.Stone,
N.Tizard-Lee, L.Walker and G.Warren

Note: Community Councillor G.Stacey arrived late at the meeting during consideration of the `urgent item`

Officers in Attendance

Ms.Karyl May – Clerk & Executive Officer
Ms.Stephanie Bailey – Assistant Clerk & Executive Officer

1. ANNOUNCEMENT

The Chair informed Members that he had agreed to an `urgent item` being considered later-on in the meeting which would be held `in camera` due to the report which had been circulated earlier today by email, containing exempt information. Additional information had also been circulated earlier today which would be considered in conjunction with Agenda Item 4(f).

2. APOLOGY FOR ABSENCE

RESOLVED – to note that an apology for absence was received from Community Councillor G.Stacey, however, he arrived late at the meeting during consideration of the `urgent item`.

3. DECLARATIONS OF INTEREST

RESOLVED – to note that in accordance with the Members' Code of Conduct, there were no declarations of interest made at the meeting pertaining to the agenda. However, a personal interest was declared later-on in the meeting during consideration of Agenda Item 4(h) – Disposable Items (Codes LB036

and LB037) by Community Councillor R.Butler – “I am now retired and receive a pension from Persimmon Homes” (Minute No.12(1) below, refers))

4. MINUTES

RESOLVED - To approve as an accurate record the minutes of the Annual Meeting of the Community Council held on the 18th May, 2021 subject to:-

- Minute No.10(1) being amended to show that the last Monday of the months of January and February, 2022 are the 31st January and the 28th February, 2022 (and not 24th January and 21st February as indicated in the Minutes)
- At the end of Minute No.10 (1-3) be amended to read as follows – **Further Noted** – That due to technical difficulties, Community Councillor S.Bristo had left the meeting during consideration of this item and his name is therefore not recorded.

REPORTS OF THE CLERK

5. PLANNING APPLICATIONS

RESOLVED - to note that the following planning applications received from Rhondda Cynon Taf County Borough Council had been forwarded to Members for consideration:-

- i. Maes Bach, Willowford Road, Tonteg – Variation of Conditions – 3 (time restrictions) and 21 (decommissioning).
- ii. 25 Butterfly Close, Church Village – Rear single storey extension.

6. ALLOCATION OF MONIES FOR WARD SPECIFIC PROJECTS

RESOLVED – that in accordance with paragraph 3.3 of the above Policy, to ratify the purchase of x10 `litter picker grips` in the sum of £100 from the Tonteg Ward allocation.

7. NOTICE OF CASUAL VACANCY – LLANTWIT FARDRE WARD

The Clerk informed Members that following the resignation of Community Councillor M.Diamond a Casual Vacancy had occurred in the membership of the Community Council for the Llantwit Fardre Ward. Notice of the Casual Vacancy had been published on the website of both this Council and the Unitary Authority and the respective Notice Boards within the Community as of the 17th May, 2021.

She reported that if an election is not claimed then the Community Council will be required to fill the vacancy by co-option in accordance with Section 116 of the Local Government (Wales) Measure, 2011 and that a qualified person interested in being considered for co-option in the event of no election being claimed should inform the Clerk.

Councillor Walker paid tribute to former Community Councillor M.Diamond and thanked him for all the work that he had carried out during his time as an elected Community Councillor.

RESOLVED – to note the information.

8. **FINANCIAL REGULATIONS – BUDGETARY CONTROL AND AUTHORITY TO SPEND**
ROOF – CARNEGIE PARISH HALL

In accordance with paragraph 4.5 of the Council's Financial Regulations, the Clerk informed Members of the expenditure that had been incurred in the sum of £300 for the supply and replacement of two Welsh slate tiles on the main roof of the Carnegie Parish Hall.

The Clerk reported that a survey had been carried out on the main roof and surrounding annex roof and it is claimed that the original slate roof of the building is in need of substantial repair or even complete replacement and she gave her observations thereon.

RESOLVED –

1. To note the action taken by the Clerk in accordance with paragraph 4.5 of the Council's Financial Regulations for the reasons outlined in the report;
2. To note that a further report will be presented to Members in respect of the further assessments that are to be carried out at the Carnegie Parish Hall and should it be revealed that the roof and annex roofs are to be fully replaced then tenders be sought;
3. That if felt appropriate, an Extraordinary Meeting of the Council be convened to consider the findings of the assessment and to agree the necessary action be taken.

9. **PURCHASE OF MATERIALS FOR OUTSIDE AREAS**

The Clerk sought the consideration of Members' to the purchase of materials as shown in the table to her report in order that the necessary works can be undertaken to the play areas in readiness for the annual inspection which is to be carried out in the near future.

A discussion ensued when the safety of bark edging was queried and roof strips or cladding being used instead of plywood being used for the bark storage.

RESOLVED – that the materials as set out in the table to the report be purchased with the exception of the bark edging and plywood sheets as these are to be deferred for further information and consideration at the next meeting of the Council.

Note: At the request of a Member the voting in respect of the above matter was recorded in that Community Councillors R.Butler, B.James, J.James, C.Johnson, A.Raines, D.Stone, N.Tizard-Lee, L.Walker and G.Warren voted in favour of the decision taken, therefore, it was a unanimous vote as there were no abstentions or votes made against the motion.

10. ACCOUNTS FOR PAYMENT – MAY, 2021

RESOLVED –

1. To receive and adopt the accounts for payment as listed for May, 2021 together with the additional payments to be made, as circulated to Members subsequent to the publication and circulation of the agenda and as shown in the table below:-

MAY, 2021		
Lloyds	Monthly Charge (Mar-April)	18.90
PC Help Services	Email Housing (Mthly) (April)	48.86
Siemens Financial	Aveya Phone Lease (May-Aug)	194.86
Lyreco	Stationery	131.05
Zurich	Insurance (Annual)	4,868.59
RCTCBC	Salaries, pension, HMRC (April)	14,000.00
PSS Ltd	RPII Training x2	600.00
Vaughtons	Chain of Office (collar & engraving)	646.84
EDF Energy	Electric (main building)	125.73
RCTCBC	Rates (Parish Hall) (May)	669.00
EDF Energy	Electric (Parish Hall) (April)	82.33
J Beechey Roofing	Emergency Roof Repair	300.00
RCTCBC	Rates (Ty Illtud Car Park) (April)	241.00
RCTCBC	Rates (Ty Illtud Hall) (April)	-
EDF Energy	Electricity (Ty Illtud)	-
BT	Hub (Ty Illtud)	41.88
Screwfix	Paint supplies for doors (Ty Illtud)	50.96
Dalton Pest Services	Mole control (Ysgol Ty Coch park)	150.00
Woodland Walk	Bedding, grass seed and compost	365.54
Dulux Decorator Centre	Masonry paint – Bus Shelters	176.57
EDF Energy	Pathway lighting	104.71
Road Runner	Parts for van	3.98
BESST Tyres	CN16 FAU – pads and disks	238.00
Fuel Genie	Diesel (CN16 FAU) (April)	88.60
Fuel Genie	Diesel (CE58 YNA) (April)	85.00
ADDITIONAL ITEMS		
Crown Garden Services	Grass Cutting (April)	306.30

Corona Energy	Outstanding invoices (D/D not taken)	404.12
Corona Energy	Outstanding invoices (D/D not taken)	1,167.21
Total Gas & Power	Gas (April)	31.77
Total Gas & Power	Gas (April)	210.79
TOTAL		£25,352.59

2. To note that the cheques for the month of May will be signed by the Chair and the Vice-Chair of the Council, namely Community Councillors A.Raines and B.James respectively.
3. To note the list of payments made by Debit Card for May, 2021 together with the additional payment that was made and as circulated to Members subsequent to the publication and circulation of the agenda, as shown in the table below:-

Payee	Item	Cost
Onlineturf.co.uk	Turf: Woodlands Parks	181.02
ZOOM	Standard Pro Annual Fee	143.88
Amazon	Litter Pickers x10	100.00
Post Office Counters	Postage (Annual Meeting)	2.39
ADDITIONAL ITEM		
Post Office Counters	Postage (Council Meeting)	3.12
Total		£430.41

11. INCOME AND EXPENDITURE ACCOUNTS FOR APRIL, 2021

RESOLVED - to confirm the income and expenditure accounts for April, 2021 as shown at Appendix A to the report.

12. DISPOSABLE ITEMS

Following the observations of the Clerk and a discussion, it was **RESOLVED –**

1. To remove the following items from the Council's Asset Register and that Persimmon Homes be informed that this Council does not wish to accept the offer of the said areas being `gifted` and that they therefore remain the responsibility and in the ownership of Persimmon Homes:-
 - Code LB036 – The Dell Stream
 - Code LB037 – The Rise Upper
2. To agree to the disposal of the following items:
 - Code LB007 – litter bin located at Park Nant Celyn

- Code PH024 – external glazed case (notice board) – vandalised
 - Code PH013 – Hob (this was duplicated on last year’s Asset Register and therefore one such item needs to be deleted)
 - Code TY002 – cork notice board – poor condition
3. To agree not to dispose – Code OO012 – banner `Remembering Our Loved Ones` (dated 23rd March, 2021) as this is to be archived.

Note: Community Councillor R.Butler declared a personal interest in Minute No.12(1) above as he is a retired pensioner of Persimmon Homes and he therefore wished to abstain from voting on this matter.

13. EXCLUSION OF THE PRESS AND PUBLIC – URGENT ITEM

RESOLVED – that under the Public Bodies (Administration to Meetings) Act, 1960 (as extended by s.200 of the Local Government Act, 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Parts 4,5,6 (where applicable) of Schedule 12A of the Local Government Act, 1972 namely information relating to a particular individual.

14. RESIGNATION OF ADMINISTRATIVE ASSISTANT

Following consideration of the urgent report of the Clerk which contained exempt information, it was **RESOLVED** –

1. That the resignation of the Administrative Assistant be accepted and that her employment with this Council be terminated with effect from the 1st June, 2021 thereby waiving the three months notice period;
2. To note that in light of the resignation from the Administrative Assistant a report will be presented to the Staffing Committee in the very near future;
3. That a bouquet of flowers be sent to the Administrative Assistant.

Note: Community Councillor G.Stacey arrived at the meeting during consideration of the above item.

**ANTHONY RAINES
CHAIR**

The meeting closed at 5.45 p.m.

Signed _____ Date _____