

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



Minutes of the Virtual Meeting of the Meeting of Llantwit Fardre Community Council held on Monday, 30th May, 2022 at 5 p.m.

PRESENT

Community Councillors

J.Beattie, R.Butler, A.Green, J.James, K.Johnson, R.McCracken, J.Murphy,
A.Raines, G.Stacey, D.Stone, S.Trask and G.Warren

Officers in Attendance

Ms.Karyl May – Clerk & Executive Officer
Ms.Claire Hendy – Assistant Clerk & Executive Officer

18. APOLOGY FOR ABSENCE

RESOLVED – to note that an apology for absence was received from Community Councillor P.Fletcher.

19. DECLARATIONS OF INTEREST

RESOLVED – to note that in accordance with the Members' Code of Conduct the following declarations were made at the meeting:-

1. Community Councillor G.Stacey – Urgent Item – Proposed New Build - Llanilltud Faerdref School – License for Access – “I am a Governor of the School and it's a personal interest”.
2. Community Councillor S.Trask – Agenda Item 6(e) – Proposed Prohibition of Waiting Restrictions at Any Time and Prohibition of Loading 7 a.m. – 7 p.m. – Y Deri and Llantrisant Road, Llantwit Fardre – “I have already expressed an opinion on this matter to RCTCBC, my interest is therefore personal and prejudicial”

20. CHAIR'S ANNOUNCEMENTS

1. The Chair announced that arrangements had been made for an `Advice Session` to be held at Llantwit Fardre Sports Club on Saturday, 25th June, 2022 between the hours of 11 a.m. to 2 p.m. to support refugees from Ukraine who were currently staying with families in the locality.

He indicated that there would be approximately 75 people in attendance and this Community Council had been requested to sponsor the event by providing refreshments.

An open invitation was extended to all Community Councillors of this Council.

RESOLVED - that this Council sponsor the event in providing the refreshments.

2. The Chair informed Members that he together with the Clerk had visited the five schools in the area – Maesybryn, Garth Olwg, Ysgol Ty Coch, Gwauncelyn and Llanilltud Faerdref during the previous week and the coins that had been commissioned by this Council to commemorate the Queen's Platinum Jubilee had been presented to the pupils.

The Chair wished to place on record his thanks to the Headteachers and Staff at each of the schools together with the pupils for the hospitality that had been given during the visits. He also thanked Mr.M.Cooper the Council's Manual Operative for taking photographs at each of the events, some of which had been published on the Council's Facebook page.

21. **MINUTES**

RESOLVED – to approve as an accurate record the minutes of the Annual Meeting of the Community Council held on the 16th May, 2022.

22. **PUBLIC BREAK**

RESOLVED - to note the responses, as shown below to the under-mentioned questions posed by Mr.Ioan Bellin:-

1. Would the Council request Rhondda Cynon Taf County Borough Council to consider an area wide review of speed limits in the communities served by Llantwit Fardre Community Council, with a view to introducing 20 mph zones in certain areas where many residents not only live but also work, study, shop and their children play?

Response

It was indicated by one of the Members that some years ago, following incidents of speeding, a survey was carried out on behalf of the Council in the sum of £4,000. However, the Welsh Government were now funding a project whereby all areas within RCT were being looked at, the aim being that, where applicable 20 mph zones would be introduced by the Summer of 2023.

2. Will the Community Council consider introducing paying the living wage to staff, become an accredited living wage employer and write to the Leader

of Rhondda Cynon Taf County Borough Council, Councillor Andrew Morgan asking him to do the same for workers of the County Borough Council?

Response by the Clerk

The Clerk indicated that the National Joint Council for Local Government Services (NJC) had agreed to the new rates of pay which was an increase of 1.75% and was applicable from 1st April, 2021. This was agreed also by GMB, UNISON and UNITE who accept s the collective majority of other Unions.

Staff within this Council received the increase which was back dated to the 1st April, 2021 in their March, 22 salaries.

Becoming an `Accredited Living Wage Employer` had been looked into but as of the 17th June, 2022 there would only be 5 members of staff employed by the Community Council and as there is a cost associated with the accreditation, it was not felt appropriate to apply.

The Council's staff pay scales are in accord with those Nationally agreed and as indicated earlier, the Clerk's pay scale has also been evaluated using the criteria set by SLCC.

23. POLICE REPORT

RESOLVED - to note that a Police Report had not been received.

REPORTS OF THE CLERK

24. 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. 59 Tudor Way, Llantwit Fardre – Demolition of single garage, construction of double garage, extend vehicular footway crossing and driveway.
- ii. Llwyn yr Eos Clinic, Main Road, Church Village – Proposed change of use of the former Llwyn yr Eos Clinic (D1 use class) to a residential dwelling (C3 use class).
- iii. 9 Heol y Fro, Church Village – Two storey rear extension.
- iv. 49 Heol y Ffynnon, Efail Isaf – Single storey extension to rear of property.
- v. 6 Meadow Brook, Church Village – Single storey extension, steps to side entrance.
- vi. 39 Parc Nant Celyn, Efail Isaf – Proposed two storey rear extension.
- vii. Banks Barbers, 5 Main Road, Church Village – Change of use from Sui Generis (Dog Grooming Parlour) to A2 (Estate Agent).
- viii. 43 Chandlers Reach, Llantwit Fardre – Extension to kitchen, attached garage to side of property, internal alterations and photovoltaic panels to rear.

- ix. 68 Tonteg Close, Tonteg – Two storey side extension.
- x. 23 Redwood Drive, Llantwit Fardre – Garden Office
- xi. Glen Ray, 17 Church Road, Tonteg – Replacement existing boundary fence (6 ft) with wall up to 6 ft in height.
- xii. 8 Meadow Crescent, Tonteg – Attic conversion with mini velux dormer.
- xiii. 33 Ffordd Gerdinan, Tonteg – Crown reduction to 2 No.Oak trees.
- xiv. 31 Meadow Crescent, Tonteg – Wrap around single storey extension.
- xv. 15 Llest Terrace, Llantwit Fardre – Loft conversion with rear dormer, single storey extension to rear.

25. CHANGE IN APPOINTMENT OF VICE-CHAIR OF LEISURE AND AMENITIES COMMITTEE

In her report, the Clerk informed Members that following the Annual Meeting of the Council held on the 16th May, 2022, she had received notification that Councillor A.Raines did not wish to take up the position as Vice-Chair of the Leisure and Amenities Committee. The Council's consideration was therefore sought in seeing a nomination for this position.

RESOLVED – that Community Councillor J.Murphy be nominated as Vice-Chair of the Leisure and Amenities Committee in place of Community Councillor A.Raines.

26. ANNUAL PARKS INSPECTION CONTRACT

In her report, the Clerk sought the consideration of Members to the quotes that had been received in respect of the annual inspection and risk assessment of the Council's fixed equipped play areas.

RESOLVED –

- 1. To award the contract to Company B in the sum of £40.00 +VAT per play area;
- 2. That whilst the decision was made at the Council Meeting held on the 28th March, 2022 to surrender the lease for Park Nant Celyn play area located in Efail Isaf that this park also be included in the annual parks inspection.

27. QUOTES FOR BARK EDGING

The Clerk reported that quotes had been sought for 213 metres (6x2) bark edging (treated timber) for playground improvements at Woodlands Upper, Efail Isaf Village Hall and The Dell play areas.

Details of the three quotes received were set out in the report, and it was **RESOLVED** – to agree to the quote received from Company A in the sum of £939.60 including VAT.

28. (a) **WAITING RESTRICTIONS – CAE FARDRE, CHURCH VILLAGE**
(b) **PROPOSED PROHIBITION OF WAITING RESTRICTIONS AT ANY TIME AND PROHIBITION OF LOADING 7 A.M. – 7 P.M. – Y DERI AND LLANTRISANT ROAD, LLANTWIT FARDRE**

With reference to Minutes Nod. 9 (1)(2) and (3) of the Finance and Policy Committee held on the 17th December, 2020, the Clerk informed Members that the works in respect of the waiting restrictions on part of the highway along Cae Fardre, Church Village had been completed in the sum of £2,865.19 which was £1,134.81 lower than the approximate cost of £4,000 as reported at the Council meeting held on the 28th June, 2021.

It was reported that the Unitary Authority had commenced the public consultation in respect of the proposed prohibition of waiting restrictions at any time at Y Deri and Llantrisant Road, Llantwit Fardre and attached to the report was a summary of the responses that had been received.

RESOLVED –

1. To note that the works had been completed at Cae Fardre, Church Village in the sum of £2,865.19;
2. To note that following the payment of £2,865.19 there will be £26,538.34 remaining in CIL receipts;
3. That whilst objections/comments were received in respect of the proposed prohibition of waiting at any time restrictions and prohibition of loading 7 a.m. – 7 p.m. at Y Deri and Llantrisant Road, Llantwit Fardre, Members were in support of the proposal.

Note: Community Councillor S.Trask declared a personal and prejudicial interest in 28(b) above as indicated earlier on in the meeting (Minute No.19(2) refers). He therefore took no part in the proceedings and was placed in the `waiting room`. Councillor Trask was invited back into the meeting following the end of discussion and voting on the said item.

29. **INCOME AND EXPENDITURE – MARCH AND APRIL, 2022**

RESOLVED – to confirm the income and expenditure accounts for the months of March and April, 2022 as shown at Appendix A to the report.

30. ACCOUNTS FOR PAYMENT – APRIL AND MAY, 2022

RESOLVED –

1. To endorse the accounts that were paid for April, 2022 as listed below:-

APRIL, 2022		
Lloyds	Monthly Charge (Jan – Feb)	23.15
PC Help Services	PC Help Services	48.86
Siemens Financial Service	Aveya Phone Lease (Qtr1)	194.86
RCTCBC	Salaries, pension, HMRC (April)	14,000.00
PK Safety	Uniform: MO Fleece	16.96
Trade UK (Screwfix)	MO Boots	39.99
One Voice Wales	Annual Membership	2,509.00
EDF Energy	Electric (Office)	-
RCTCBC	Rates (Parish Hall) (April)	666.50
EDF Energy	Electric (Parish Hall)	-
Total Energies	Gas (Parish Hall)	-
RCTCBC	Rates (Ty Illtud – Car Park) (April)	238.50
RCTCBC	Rates (Ty Illtud – Hall) (April)	131.75
EDF Energy	Electricity (Ty Illtud)	-
Total Energies	Gas (Ty Illtud) (Feb) adjustment Cr.£52.78	30.21
Chubb	Fire Alarm Service (Ty Illtud)	116.30
BT	Hub (Ty Illtud) (April)	43.69
Crown Garden Services	Grass Cutting	306.30
Fuel Genie	Petrol – 2 Jerry Cans	59.03
EDF Energy	Street Lighting	-
Fuel Genie	Diesel (CN16 FAU) & 2 Jerry Cans	151.90
Fuel Genie	Diesel (CN16 FAU) (end of March)	125.98
TOTAL		£18,702.98

2. To endorse the debit card payments made during the month of April, 2022 and as listed below:-

Payee	Item	Cost
Amazon	Business Document Portfolio x14	352.85
TOTAL		£352.85

3. To approve the accounts for payment as listed for May, 2022 together with the additional payments to be made as verbally reported at the meeting by the Clerk and as shown below:-

MAY, 2022		
Lloyds	Monthly Charge (Mar-April)	18.05
PC Help Services	PC Help Services	48.86
Lyreco	Stationery and Cleaning Materials	254.08
Zurich Insurance	Insurance: Full (Annual)	5,078.00
Toshiba	Photocopying (Jan22-April22) (Qtr)	318.01
BT	Phone and Broadband (Qtr)	336.41
Trustmark	Stationery Adjustment	20.00
Speak IT Solutions	IT Equip – Hybrid Mtgs	175.13
RCTCBC	Salaries, pensions, HMRC (May)	14,000.00
RCTCBC	31.05.22 (3 rd & 4 th Qtr Payroll Charges 21/22)	918.52
Lyreco	Stationery for Training/Induction	179.91
RCTCBC	Cae Fardre Waiting Restriction (use of CIL money)	2,865.19
EDF Energy	Electric (Office) (02.03 – 10.04.22)	185.75
EDF Energy	Electric (Office) (11.04 – 01.05.22)	85.79
RCTCBC	Rates (Parish Hall) (May)	669.00
EDF Energy	Electric (Parish Hall) (02.03.22 – 10.04.22)	63.14
EDF Energy	Electric (Parish Hall) (11.04.22 – 01.05.22)	45.49
Total Energies	Gas 04.05.22 (Parish Hall)	247.22

RCTCBC	Rates (Ty Illtud - Car Park) (May)	241.00
RCTCBC	Rates (Ty Illtud – Hall) (May)	131.00
EDF Energy	Electric (Ty Illtud) (March)	27.25
EDF Energy	Electric (Ty Illtud) (April)	26.74
Total Energies	Gas (Ty Illtud) (March)	69.51
BT	Hub (Ty Illtud) (May)	43.69
Seer Design	Wallet Inserts for Coins (Queen's Jubilee)	90.00
HAGS	Roko Mini Seesaw (Project Money – Efail Isaf)	2,067.84
Crown Garden Services	Grass Cutting	-
Screwfix	Brushes and Rollers for Park painting	29.95
Orange Forestry	Treeworks at various sites	7,100.00
EDF Energy	Street Lighting (on hold)	-
Fuel Genie	Diesel (CN16 FAU)	121.33
Road Runner	Fuses for Van	7.47
TOTAL		£35,281.73
ADDITIONAL PAYMENTS		
Online Playgrounds	Wetpour Materials for Park Repair	182.80
J.Morgan	Internal Audit for 21/22 Annual Return	344.00
Newtown Llantwit Scouts	Donation for Raffle from Chair's Allowance x2 - £25 cheques	50.00
ADDITIONAL PAYMENTS TOTAL		£576.80
OVERALL TOTAL		£35,858.53

4. To note the debit card payments made during the month of May, 2022 as listed below:-

Payee	Item	Cost
Amazon	Bunting for Halls (Queen's Jubilee)	16.98
Amazon	Banners for Tel.Kiosks (Queen's Jubilee)	17.98
Amazon	Banners for Halls (Queen's Jubilee)	57.56
Zoom	Annual Fee (11.05.22 – 10.05.23)	143.88
Ferris Holidays Ltd	Minibus for Councillor Training	175.00
Currys	TV for Hybrid Mtgs	404.00
Amazon	IT Equip for Hybrid Mtgs	198.49
TOTAL		£1,013.89

5. To note that the cheques paid for the month of April, 2022 were signed by former Community Councillor B.James and Community Councillor G.Stacey and that the cheques to be paid for the month of May will be signed by Community Councillors R.Butler and G.Stacey.

31. ALLOCATION OF MONIES FOR WARD SPECIFIC PROJECTS

RESOLVED –

1. that in accordance with paragraph 3.3 of the above Policy to ratify the purchase of a mini see-saw to be installed at Village Hall Play Area, Efail Isaf in the sum of £2,067.84 from the Efail Isaf Ward allocation.
2. to note that all Project Ward Monies have been spent within the deadline of May, 2022.

32. DISPOSABLE ITEMS

RESOLVED – to agree to the disposal of the following items that are currently on the Council's Asset Register:-

- Code PP071 – Spring Toy (Cae Fardre Play Area)
- Code OO005 – Defibrillator (Tonteg)
- Code WS034 – Metal Bench (Central Park, Church Village)

33. SUGGESTED DATE FOR `PIG ROAST`

RESOLVED – that the `Pig Roast` be held on the second Saturday in September i.e. 10th September, 2022 subject to the Village Hall, Efail Isaf fete being held on an alternative Saturday during the month of September. Should the Efail Isaf fete be held on the 10th September then the Council's `Pig Roast` be held on either the 3rd or 17th September, 2022.

34. CODE OF CONDUCT TRAINING

RESOLVED – to note that training on the Members' Code of Conduct is to be delivered by Officers of RCTCBC on Monday, 20th June, 2022 at 6 p.m. and Members were requested to inform the Clerk as to whether they will be attending remotely via the ZOOM app. or in person at the Council Headquarters, Clydach Vale.

URGENT BUSINESS

With the permission of the Chair, the following items were considered as a matter of urgency.

35. PLANNING APPLICATION 22/0623/10 – BROOK HOUSE, MAIN ROAD, CHURCH VILLAGE

The Clerk reported that the above planning application which is in respect of the creation of an exit/entry point at the rear of the property (West) using the Community Council's car park as access was registered with the Unitary Authority on the 19th May, 2022. However, a garage has recently been erected at the rear of the property and access to and from the garage will be via the Council's car park.

Following a discussion, it was **RESOLVED** – that the Clerk be requested to raise objections to the planning application on behalf of the Community Council.

36. EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED - that under the Public Bodies (Admission to Meetings) Act, 1960, 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).

37. PROPOSED NEW BUILD – LLANILLTUD FAERDREF SCHOOL – LICENSE FOR ACCESS

With reference to Minute No.85 of the Council meeting held on the 27th September, 2021, the Clerk informed Members that in order for the construction works for the new build school to progress, a License for Access would need to be agreed and signed by this Community Council as access onto the site would be required from the Community Council's car park.

A copy of the License for Access was attached to the report.

RESOLVED – to agree to the proposals as set out in the License for Access and that the said document be signed by the Clerk on behalf of this Community Council.

**DAVID STONE
CHIAR**

The meeting closed at 6.25 p.m.

Signed.....Date.....