

Penllyn Community Council

Clerk to the Council
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Minutes of an Ordinary Meeting of Penllyn Community Council held
at the Llansannor Community Hall, City

7.30 p.m. on Monday 3rd November 2025

Present – Councillors D. Fardo (Penllyn) Chairman, J.Baker (Ystradowen), M. Bancroft (Ystradowen), S.C Howells (Ystradowen), A. Jarvis (Ystradowen), P. Summers (Llansannor).

Also in attendance : Mr A. D Williams, Clerk to the Council, Mr Gerwyn Watkins, Independent Member, Vale Council's Standards Committee attending in observer capacity.

Welcome.

Chairman opened the meeting by welcoming Mr Watkins and introducing him to all present. Mr Watkins duly responded outlining the purpose for his visit.

145) Apologies for absence

Councillors: P. Eslambolchillar, H. Harbour, E.P. Jarvis, C. Roach, L. Tiessen.

146) Declarations of interest under the Council's Code of Conduct

None.

147) To consider any requests for public participation.

None

148) To approve the minutes of the Council meeting held on 6th October 2025.

Resolved: The draft minutes be approved.

149) Matters arising from minutes other than appearing below

(a) Brigham Farm, Llansannor – land stripping (Minute 134 (d)).

Members had received with the agenda a detailed report prepared by Cllr Summers, summarised as below:

Natural Resources Wales (NRW) is investigating potential breaches on site, further information is awaited.

Vale Council, Appeals and Enforcement, following the issue of a “temporary stop notice” all works on site ceased and as of their last site visit 17th October works had not recommenced. The matter is to be placed before the Vale’s Planning Committee to consider what further enforcement action may be required.

Resolved: That ,

- (i) Cllr Summers be thanked for his report
- (ii) The matter be left in abeyance pending the decisions of Vale Planning Committee and NRW.

(b) Boundary Commission – Vale Council ward electoral arrangements (Minute 143 (a))

Members had received with the agenda a detailed report prepared by Cllr Summers, summarised as below:

The draft proposals of the Commission were to be considered at a specially convened meeting of the Vale Council this same evening.

Following discussion, delegated authority was granted to the Clerk in consultation with the Chairman to respond further to the Commission should that become necessary.

For completeness only, the decision of the Vale’s meeting as above, as it affects this Council, was to support the Commissions draft proposals.

150) Community police matters

No police attendance, written report as below for month of September 25 received from PCSO Stephen Davies.:

Trespass 1
Fraud 1
Road traffic issues 1
Other suspicious occurrences 1

151) Vale Council Matters

None

152) Chair and Members reports and communications

None

153) Delegates reports

(a) One Voice Wales.

Nothing further.

(b) Llansannor and Llanharry CIW School

Members had received with the agenda a detailed report by Cllr Summers regarding matters discussed at the following meetings:

- (i) Governors meeting 8th October 2025, including Headteacher's report, and minutes.
- (ii) School's Active Travel Plan and highways parking issues meeting held 23rd October 2025.

Resolved: Cllr Summers be thanked for his report.

(c) Vale Council Community Liaison Committee meeting

The most recent meeting was held 16th October 2025, the agenda can be viewed at : [25-10-16](#)

Matters discussed included the draft recommendations of the Boundary Commission – Vale Council ward electoral arrangements, referred to in Minute 149 (b) above.

(d) Footpath Forum

Nothing further

154) Matters relating to land holding

None

155) Planning applications

(a) The following Planning Applications were considered:

Application No.	Location & proposal	Community Council's Recommendation
None		

Resolved: That the recommendation as set out above be forwarded to the Vale of Glamorgan Council.

(b) Other:

None

156) Finance

(a) Payment of accounts:

Chq No.	Payee	Details	Amount £.p
851	Mr AD Williams	November 2025 salary	449.00
852	Mrs A L Jarvis	Members allowance 2025/26	52.00
853	Graig Penllyn Residents Assoc.	Christmas grant (Total grants budget £375)	125.00
854	Ystradowen Community & Sports Assoc.	Christmas grant	125.00
855	Llansannor Village Hall Assoc.	Christmas grant	125.00

Resolved: Schedule of payments as above be approved.

(b) Budget setting process 2026/27

Resolved: Clerk & RFO to consult with Chairman, draft proposals to be circulated to all Members for consideration at January Council.

157) Christmas grants 2025

Resolved: As paid above (minute 156 (a) refers)

158) Remembrance Sunday 9th November 2025

Council will be represented at Penllyn church by the Chairman and in Cowbridge by the Vice Chairman.

159) Council Annual Dinner

Chairman to make suitable arrangements as previously.

160) Members Training Programme 2025/26.

Will proceed as required.

161) Any other business – Matters for information or consideration at next meeting

(a) Cllr Helen Harbour (Ystradowen) – Resignation (Chairman)

Chairman advised that he will write to Cllr Harmer to thank her for her service to Council.

Agenda vacancy, next meeting.

(b) Evan Jenkins Charity – Consultation on trust deed (Cllr Howells)

Awaiting further information.

(c) Streaming and On-line Meeting Policy and Procedures / consequent changes to Standing Orders.

Members had received with the agenda a detailed report prepared by Cllr Summers.

Agenda next meeting.

(d) Vale Public Services Board, Climate Change Risk Assessment , consultation(Cllr Howells)

Members are asked to share examples of the impacts that extreme weather has had on their community.

Any comments should be sent to Cllr Howells who will co-ordinate the Council's response.

162) Confidential matters

None

163) Date time next meeting

Next meeting Monday 1st December 2025, 7pm.

Signed:

Chair

Date: