

# Penllyn Community Council

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**Clerk to the Council**  
*Mr AD Williams*  
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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 Tuesday 2<sup>nd</sup> May 2023

Present – As Annual Meeting.

Also in attendance: As Annual Meeting.

## **423) Apologies for absence**

As Annual Meeting.

## **424) Declarations of interest under the Council's Code of Conduct**

None.

## **425) To confirm the minutes of the Council meeting held 3<sup>rd</sup> April 2023**

**Resolved:** The draft minutes of the meeting be approved.

## **426) Matters arising from minutes other than appearing below**

None

## **427) Community police matters**

No police attendance, written report received as below:

(Report received too late for reporting to meeting , included here for completeness only)

Incidents / crime April 2023:

Hedgerow removal during nesting season 1

Domestic 1

Theft 2

**Resolved:** Report be noted, Clerk to write to PC & PCSO requesting their attendance at the next meeting.

## 428) Vale Council Matters

### (A) Highways matters

#### (a) Schedule of outstanding and ongoing highways issues.

##### (i) New issues

(a) Fork junction adjacent to Llansannor School (Cllr Summers) - This junction to the immediate north of the school has long been recognised by local residents as a particularly awkward and dangerous turn particularly at school drop off /collection times.

The issue has again been highlighted by a recent serious accident in which a cyclist was seriously injured and ambulance attendance impeded by vehicles blocking road.

**Resolved:** That Vale highways be requested to consider reprofiling of verge bank on north of junction to improve visibility.

(b) Road signage, fork junction adjacent to Llansannor School, direction and warning signs(Cllr Summers) - The current direction signs on the west side of the junction are in very poor state of repair, the sign which it is believed was on east side of junction is completely missing as are whatever junction warning signs may once have existed.

**Resolved:** That Vale highways be requested to consider the repair/replacement all the existing direction signs with a single 3 way direction sign on the east verge.

(c) Road signage, large direction sign, south side of fork between Penllyn / Llanharry road and penllyn / City road (Cllr Summers) – Sign appeared to have been blown off it mountings, reported to Vale highways by Chairman, and promptly reinstated.

##### (ii) Ongoing issues

(a) Winter gritting and flooding (Minute 401 (A) (a) (ii) (a) April 2023 refers) – Nothing further.

(b) Road signage – (Minute 384 (A) (a) (ii) (b) March 2023 refers) – Cllr Summers reported on his very recent exchange of correspondence with Vale highways. Replacement finger signs for Newton, the one finger still missing from the western end sign on order should be installed shortly, that at eastern end remains to be replaced /repaired expected to be installed imminently, relining at Ystradowen completed, that at Newton remains outstanding due to scaffolding obstructions to the highway.

### (B) Other matters

(a) Rights of Way (PROW) (Cllr Eslambolchilar) (Minute 401 (B) (a) April 2023 refers) – Mr Andy Briscoombe, Vale Council's Countryside Access Manager, together with Mr David Hunt , Vale Council's Maintenance Officer, both in attendance.

Matters raised with the Vale's officers and their responses as follows:

- (i) Footpath north of Newton Farm to towards Trerhyngyll (Cllr Eslambolchilar) – They had walked the route and were investigating the issue of the locked section.
- (ii) Footpath Trerhyngyll village to the Llanharry Road – Agreed to walk the route with Cllr Bancroft to view obstructions and condition of the stile.
- (iii) Trees Trerhyngyll playground – Will investigate applying the Welsh Government funding to necessary work.

The Vale's officers also provided details of their PROW Maintenance Report and also agreed to provide a copy of the "Definitive map" for the Community Council's area.

**Resolved:** That the Vale's officers be thanked for their attendance.

(b) Ystradowen land plot (Minute 401(B) (e) April 2023 refers) (Cllr Evans) –

The Clerk reported that following the intervention of Cllr Champion, "Heads of Terms" had been received from the Vale Council, albeit that received was not considered appropriate.

Cllr Evans to pursue with Vale Council Estates and report back.

**Resolved:** That Cllr Champion be thanked for his assistance.

#### **429) Chairman and members reports and communications**

Council's Annual Report – The outgoing Chairman had produced a draft report for consideration which the Clerk had circulated with the Agenda.

**Resolved:** Defer to next meeting to allow Members more time for its consideration.

#### **430) Delegates reports**

One Voice Wales Are Committee Meeting , Cowbridge Town Hall , 24.04.23 - Cllrs Howells and Summers in attendance.

Matters discussed included the abolition of Community Health Council's wef 1st April 2023, Cwm Taff Morgannwg University Health Board appointment interested parties sought.

#### **431) Matters relating to land holding**

Grounds maintenance Winchfield ( Minute 404 (b) April 2023 refers) – The Clerk advised that the 2023/24 contract was still awaited, although understood grass cutting was ongoing.

## 432) Planning applications

(a) New applications:

Application No.	Location & proposal	Community Council's Recommendation
<b>2023/00353/FUL</b>	<b>2 Carne Cl., Cowbridge</b> Widening of rear windows and door entry, construction of single storey extension for utility room and kitchen	No objection

**Resolved:** The recommendations as set out above be forwarded to the Vale of Glamorgan Council.

(b) Farm building adjacent to Green Valley Farm, Trerhyngyll 2020/01516/FUL – ENF/2022/0272/CCC. (Minute 388 (c) March 2023 refers)

The Clerk reported receipt of an update from the Vale Council, email dated 06.04.23, that they had “received a full application in an attempt to remedy the changes to the original approved plans concerning the front boundary wall. The application... once it is validated... I will contact you... to make comments.)

## 433) Finance

(a) Payment of accounts:

Chq No.	Payee	Details	Amount £.p
	2022/23:		
733	Vale of Glamorgan Council	Quarterly playground inspections Wellfield, Trerhyngyll – January 2021 to March 2023.	697.80
734	Infotone Ltd	Printing ink	127.02
	2023/24:		
735	Mr AD Williams	May 2023 Salary	301.00
736	Allan Williams	Well Green, grass cutting March 2023 cuts @ £120 ( plus VAT)	144.00
737	Zurich insurance	Insurance annual renewal(£488 last year)	528.62

**Resolved:** Schedule of payments as above be approved.

(b) Out-turn report 2022/23.

<b>OUTTURN REPORT 2022/23</b>				
	LAST YEAR 2021-22	LAST YEAR 2022-23		
	Actual	Budget Original	Budget Revised	Actual
	£	£	£	£
<b>EXPENDITURE</b>				
Clerk's Salary	5232	5450	5750	5704
Clerks phone, mileage & home office	511	400	825	619
Insurance	482	500	500	488
One Voice Wales membership	232	250	250	241
Training	30	100	450	758
Stationary,Printing, Postage etc	179	150	125	186
External Audit Fee	300	325	325	300
Internal Audit Fee	200	200	225	225
IT equipment maintenance	60	100	0	0
IT equipment	0	0	855	1027
Web site hosting etc	125	125	150	152
Bank charges	21	0	80	88
Badgers Brook Drive:				
Grass cutting	0	0	0	0
R & M Penllyn (Winchfield / Parish Fld):				
Grass cutting	1394	1625	1625	870
Contribution	-475	-650	-575	-375
Hedge trimming	0	250	0	0
Mole control	0	0	0	0
Playground Safety Inspection	0	75	75	73
R & M Trerhyngyll (Wellfield):				
Grass cutting	1420	1475	1550	1560
Hedge trimming	200	250	220	220
Mole control	150	0	0	60
Equipment / signs maintenance etc	0	0	750	173
Annual playground safety inspection	70	78	75	73
Quarterly playground inspections	0	0	0	698
R & M Notice Boards	0	125	20	19
R & M Salmon's Wells				
Grounds maintenance	225	250	250	250
Replacement benches	0	750	0	0
Poppy Wreath & Donation	35	35	40	40
Grants:				
Grants - Christmas	315	315	315	300
Grants - Jubilee	315	0	0	0
Penllyn & Ystradowen newsletters	0	100	0	0
Members & Chair's allowance	0	50	100	150
Local Government Elections	0	0	20	22
Meeting Venue Charges	120	300	350	260
<b>INCOME - Precept</b>	<b>-12500</b>	<b>-12875</b>	<b>-12875</b>	<b>-12875</b>
- Bank interest / charges	-1	0	-2	-23
- Wayleaves / rents	-16	-3	-3	-3
Contribution to / (from) reserves	1376	250	-1470	-1280
<b>BALANCED BUDGET</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Reserves / cash</b>				
B/fwd in hand	14361	15711	15571	15571
Revenue contribution as above	1376	250	-1470	-1280
"Capital" grants playground imps	13995	0	0	0
"Capital" spend playground imps	-14161	0	0	0
C/fwd in hand	15571	15961	14101	14291

**Resolved:** That the report be noted

(c) Council's insurances 2023/24

The Clerk advised that he was in discussions with Zurich Insurance regarding the possibility of adjusting the Policy to be more representative of the Council's needs.

**Resolved:** Delegated authority be granted to the Clerk in consultation with the Chairman to ensure continued cover as above.

**434) Evan Jenkin's Charity – Consideration of trust deed / Nomination of trustees.**

Council April 2023 resolved the trust be requested to provide a copy of their trust's deed. (Minute 410 refers)

Notwithstanding the continued non availability of the trust's deed, the nomination of trustees was nevertheless discussed at length, but in the absence of the trust deed Council had no alternative but to .....

**Resolved:** Matter be further deferred pending the availability of the trust deed.

**435) Clerks Correspondence**

Nothing further

**436) Member's training programme 2022/23**

Clerk reported that he had received details of OVW bursary and free course information for 2023/24 which had been circulated.

**437) Any other business**

Nothing further

**438) Date time next meeting**

Next meeting Monday 5<sup>th</sup> June 2023, 7pm.

**Signed:**

**Chair**

**Date:**