

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 5th January 2026

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

Also in attendance : Mr A. D Williams, Clerk to the Council.

Chairman opened the meeting by wishing all present a very happy new year.

1) Apologies for absence

Councillors: J.Baker, P. Eslambolchillar and C. Roach.

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

None.

3) To consider any requests for public participation.

None

4) To approve the minutes of the Council meeting held on 1st December 2025.

Resolved: The draft minutes be approved.

5) Matters arising from minutes other than appearing below

Brigham Farm, Llansannor – land stripping (Minute 168 (a)).

Cllr Summers spoke to his written report, circulated to all Members 6th January 2026.

Latest received from Vale Council, Appeals and Enforcement team, “....we have asked for confirmation (by 16th January 2026) that the owner is prepared to regularise the

current situation by ceasing the unauthorised activity, removing the imported and deposited waste materials from the land, and restoring its former condition and profile. If we don't receive an agreement to this, it is likely that we will be recommending enforcement action....."

Further update can be expected following the deadline of 16th January 2026 as above.

6) Community police matters

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

Neighbourhood dispute 2

Burglary 2

Dog bite 1

Fox hunting 1

7) Vale Council Matters

Cllr Summers spoke to his written report, circulated to all Members 6th January 2026.

(a) Highways potholes and flooding:

The following defects had been reported to Vale highways:

(i) Penllyn to Llanharry road, between Hillside Farm and New Hillside Farm – Dangerous and persistent flooding.

Site meeting arranged for 7th January 2025, Vale officers and Cllr Summers.

(ii) Llanharry to Aberthin road, on and east of the Old Railway Bridge – Severe potholing and persistent flooding.

Vale highways anticipate works to be complete by 20th January 2025.

(b) Highways signs

Cllr Bancroft advised that the playground sign in Trerhyngyll has been replaced by Vale, Highways.

8) Chair and Members reports and communications

None

9) Delegates reports

(a) One Voice Wales.

Nothing further.

(b) Llansannor and Llanharry CIW School

Cllr Summers spoke to his written report, circulated to all Members 3rd January 2026:

Members had received the following documents:

- (i) Governors meeting 3rd DECEMBER 2025 - Minutes,
- (ii) Head Teacher's report to Governors – Autumn 2025.

(c) Vale Council Community Liaison Committee meeting

Next meeting expected 8th January 2026 now moved to 22nd January 2026.

Minutes of previous meeting , held 25th. October 2025, can be viewed at : [25-10-16 Minutes](#)

(d) Vale Council Public Services Board – Meeting held on 2nd December 2025.

Cllr Summers spoke to his detailed written report , covering matters discussed, emailed to all Members 3rd. January 2026.

(e) Footpath forum

Next meeting expected 11th March 2026.

(f) Western Vale Community / Town Council forum, meeting 15th December 2025.

Cllr Summers spoke to his detailed written report, covering matters discussed, emailed to all Members 3rd. January 2026.

Members had received the following documents:

Minutes of meeting held on 15th December 2025.

Further to that reported to December Council (Minute 173 (g) refers).

Cllr Summers reported that following the meeting of the Forum as above he had met with Tom Bowring, Vale's Director of Corporate Services, and Cllr Rhiannon Birch, Cabinet Member and Chair of the Community Liaison Committee 16th December.

For a detailed account of that discussed , members are referred to that circulated by Cllr Summers as above.

(g) Vale Council Standards Committee (Cllr Summers)

Nothing further.

10) Matters relating to land holding

None

11) Planning applications

(a) The following Planning Applications were considered:

Application No.	Location & proposal	Community Council's Recommendation
2025/01236/FUL	Forest Retreat, Graig Penllyn, Nr Cowbridge – New build house	No objection
2025/01231/LAW	Green Oak Cottage, Graig Penllyn – New dormer with Juliet balcony	No comment
2025/00580/LAW	Old Scout Hutt, Court Fm., Penllyn – Formalise lawful use as dwelling.	No comment
2025/01118/ FUL	17 St. Owens Cr., Ystradowen	No objection

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

(b) Other:

“Tenewith”, Trerhyngyll. 2023/00380/FUL (Minute 125 (b) (ii) September 2025 refers) – Cllr Bancroft again raised this matter and noted that nothing had been heard from Vale Enforcement since the Clerk last wrote on 29th September 2025.

Resolved: Clerk to pursue with Vale Council, Planning

12) Finance

(a) Payment of accounts:

Chq No.	Payee	Details	Amount £.p
861	Mr AD Williams	January 2026 salary	450.00
862	Ms C. Roach	Councillor allowance 2025/26	208.00
863	One Voice Wales	Training – Cllr Baker	42.00

Resolved: Schedule of payments as above be approved.

(b) Final Accounts 2024/25, Conclusion of Audit , Report of Wales Audit Office.

Council considered the above as required by the Public Audit (Wales) Act 2004 and the Accounts and Audit (Wales) Regulations 2014

Resolved: That the “Qualified” audit opinion be noted.

(c) Budget setting process 2026/27

DRAFT BUDGET 2026/27						
	LAST YEAR 2024-25	CURRENT YEAR 2025-26				NEXT YEAR 2026-27
	Actual £	Budget Original £	Spend to end Dec 25 £	Budget Revised £	Budget "Growth" / Inflation	Budget Draft £
EXPENDITURE						
Clerk's Salary	6527	6725	5116	6820	325	7050
Employers NI contributions	0	0	130	175	180	180
Clerks telephone / broadband / mileage	814	845	379	760	0	845
Insurance	541	555	568	568	30	585
One Voice Wales membership	275	280	290	290	20	300
Training	120	100	42	42	0	100
Stationary,Printing, Postage etc	149	170	244	250	0	170
External Audit Fee	620	360	0	360	0	360
Internal Audit Fee	270	275	0	275	5	280
IT equipment maintenance	60	100	20	50	0	100
IT equipment purchase	0	500	0	0	0	500
Web site hosting etc	154	160	154	154	0	160
Bank charges	78	80	61	80	0	80
Chair's chain of office	633	0	568	568	0	0
R & M Penllyn (Winchfield / Parish Fld):						
Grass cutting	0	1850	1320	1320	350	2200
Contribution	0	-665	0	-475	-105	-770
Hedge trimming	0	0	0	0	0	0
Tree work	0	1000	0	1000	0	1000
Annual Playground Safety Inspection	0	105	0	105	0	105
R & M Trerhyngyll (Wellfield):						
Grass cutting	1500	1150	1050	1050	350	1500
Hedge trimming	168	275	0	275	0	275
Mole control	10	125	20	50	-75	50
Equipment / signs maintenance etc	0	0	0	0	0	0
Annual Playground Safety Inspection	0	100	0	100	0	100
Quarterly playground inspections	0	360	345	345	-5	355
Tree work	0	1000	0	1000	0	1000
R & M Notice Boards	0	50	0	50	0	50
R & M Salmon's Wells						
Grounds maintenance	300	325	0	325	25	350
Replacement benches	150	0	0	0	0	0
Sign	6	0	0	0	0	0
Poppy Wreath & Donation	100	110	100	100	0	110
Grants:						
Grants - Christmas / Summer	375	400	450	450	50	450
Members & Chair's allowance	624	2000	608	1025	0	2000
Local Government Elections	0	0	0	0	0	0
Meeting Venue Charges	260	350	0	275	-75	275
INCOME - Precept	-14500	-16250	-12200	-16250	-1250	-17500
- Bank interest	-120	-77	-55	-75	2	-75
- Wayleaves / rents	-3	-3	0	-3	0	-3
Surplus / (Deficit)	889	-2355	790	-1059	173	-2182
BALANCED BUDGET	0	0	0	0	0	0

Reserves / cash						
B/fwd in hand	14744	12347		14117		13058
Revenue contribution as above	889	-2355		-1059		-2182
"Capital" grants playground imp	14474	0		0		0
"Capital" spend playground imp	-15990	0		0		0
C/fwd in hand	14117	9992		13058		10876
Band "D" charge for year	13.36	13.76		13.76	➢ +3.5%	14.24
No. properties factored to Band "D"	1085	1181		1181		1229
Product	14500	16250		16250		17500

Council considered the above statement as prepared by the Clerk and Responsible Finance Officer.

Consideration was given to the adequacy of the Precept and the level of Reserves c/fwd to fund possible future liabilities in respect of tree work, replacement playground equipment, etc .

Resolved: That

- (i) The Council's budget 2026/27 *be as set out above*.
- (ii) The level of Reserves as shown above are considered adequate, and
- (iii) The Council's precept 2026/27 be £17,500 as set out above.

13) Members Training Programme 2025/26.

Will proceed as required.

14) Any other business – Matters for information or consideration at next meeting
Evan Jenkins Charity, Consultation on trust deed (Minute 179 December 2025 refers) -
Cllr Howells confirmed charity's Chair's will make presentation to February's meeting of
Council.

15) Confidential matters

None

16) Date time next meeting

Next meeting Monday 2nd February 2026, 7pm.

Signed:

Chair

Date: