

PENLLYN COMMUNITY COUNCIL

ANNUAL REPORT

MUNICIPAL YEAR 2022-23

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i) Report of Chair – Cllr. Phil Summers

It gives me great pleasure to submit this Annual Report in accordance with the provisions of the Local Government and Elections (Wales) Act 2021.

I would like to open by thanking my predecessor Cllr. Dai Fardo for his excellent work during the post covid recovery period and to my vice chair and fellow councillors for all their work over the last year as we continue to rebuild and resume face to face contact following the restrictions of pandemic.

The Council has continued with its programme of maintenance, grass and hedge cutting and inspection and maintenance of playground equipment at it's sites at Well Green Trerhyngyll and the Winch Field Penllyn, where we benefit from the ongoing invaluable support and assistance of Penllyn Residents Association and our tenant the Penllyn Tennis club. The council also maintains public open spaces at Salmons Wells, Penllyn and, as the Trustees of the Charity Penllyn Allotments for the Labouring Poor, the Parish Field.

It is a particular pleasure to see the high level of use and enjoyment of the new (2022) children's playground and equipment at Well Green.

In accordance with the Council's duty under section 6 of the Environment (Wales) Act 2016 to maintain and enhance Biodiversity and to report on that work, I am pleased to highlight the work which continues at Well Green to develop the wildflower garden and fruit trees in association with volunteers from the village to whom we convey our thanks. As indicated previously the Council as Trustee continues, with the Penllyn Residents association and Natural Resources Wales to develop and maintain the Penllyn Parish Field as a biodiverse 'SSI' and a quiet retreat for the wellbeing of all residents. To this end I am please to also report that the after lengthy discussion the Charity Commission has now confirmed that the Trustees may continue to use the Parish Field, their only asset, for the benefit of the community in this way. Work

has also started with a view to obtaining a licence from Vale of Glamorgan Council to replant and maintain an area of natural ground in the centre of Ystradowen Village.

The Council considers at every meeting, matters which are the responsibility of the Vale of Glamorgan Council and makes appropriate representation to them both directly and through our VoG Ward Councillors. Matter regularly included local planning applications and highways issues. This year has also seen the start of consultations on the Revised Local Development Plan for the Vale of Glamorgan. This Council has made representations on behalf of our wards and will continue to monitor and participate in the consultation process as it progresses in 2024.

Highways matters, the poor state of local roads, signage and roadside ditches and the lack of gritting during the winter period are regularly raised with the Operational staff at Vale Highways. In addition, a detail report on significant long term local drainage issue and winter gritting has been submitted by the Council to the Director and Cabinet member responsible for these services at Vale of Glamorgan Council. The Community council has noted some work has been carried out as a result but continues to pursue these issues to achieve the sought after long-term improvements.

The council is also working with Vale Council Public Rights of Ways officers to ensure work is undertaken to maintain styles and footpaths within our area. I am pleased to report a new style /gate and path was installed earlier in the year at Well Green, Trerhyngyll and we are currently endeavouring to resolve a number of issues in the Newton /Pen y Lan area.

The new Council session commenced following the local council elections in May 2023. All existing Councillors were re-elected in uncontested seats and shortly after we were pleased to co-opt and welcome two new councillors in Ystradowen and Penllyn to fill the remaining vacancies.

At the same time our long serving Cowbridge Ward councillors on the Vale of Glamorgan Council: Cllr's Cox, Jarvie and Parker were replaced at the election by three new Vale Councillors; Nick Wood, Charles Champion and Robert Fisher. The Penllyn Community Council would like to thank Geoff Cox, Hunter Jarvie and Andrew Parker for the help and support over recent years and welcome our new Vale Councillors to our meetings.

The Vale Council has now commenced the overdue 10 yearly Community Review which will examine how Town and Community Councils and community ward boundaries in the Vale are structured to achieve effective Local Community Government over the next 10 years. The Penllyn Community Council has submitted its proposals in regard to it's boundaries to the Boundary Commission to ensure these ward boundaries coincide as far as practicable with community structures and the Boundary Commissions report will be published for further consultation later in 2024.

The Council continues to maintain a regular dialogue with our local South Wales Police representatives, and we welcome and thank PC Stuart Elson and PCSO Steve Davies for their attendance at Council meetings.

After many years service, for which the council is extremely grateful, former Councillor Adrian Hill decided this year to retire from his position as the Councils Representative on the Board of Governors of Llansannor CIW Primary School. The Council would like to express our thanks to Adrian for his input and commitment. Cllr. Phil Summers has now taken on this role.

The Council continues to be represented on the Vale of Glamorgan Councils Community Liaison Committee and on One Voice Wales, the representative body for Town and Community Councils in Wales. Under its trust deed, the Penllyn Community Council also provides 3 Trustees for the Evan Jenkins Charity Trust. Cllr John Evan who has served for a number of years was joined this year by Cllr. Sara Howells and a 3rd trustee will be nominated shortly.

A further requirement of the Local Government and Elections (Wales) act 2021 was that Community Councils endeavour to ensure that all Councillors and Officers were appropriately trained to fulfil their duties and responsibilities to the community as Councillors and to produce and publish training plan to achieve this. Penllyn Community Council reviewed its training requirements at the start of the year and in preparing their Training plan shown below made a particular effort using the training resources of One Voice Wales and where necessary additional funds from reserves, to ensure all Councillors were able to complete the essential training required by the end of 2022-23 year.

1 PENLLYN COMMUNITY COUNCIL TRAINING PROGRAMME 2022/24			v 20.04.2023																							
2	3	4	Course																							
5	6	7	M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M12	M13	M14	M15	M16	M17	M18	M19	M20	M21				
8	9	10	New Councillor	The Council	The Councillor	Employer	The Law	The Council meeting	LG Finance	Health and Safety	Community Engagement	Code of Conduct	Chairing skills	Community plan	Community engagement 2	Equality and diversity	Information management	IT, websites, social media	Grant applications	Managing staff	Devolution of services Assetz	Wellbeing future generations	LG finance advanced	Planning	Planning enforcement	Other
11	Phil Summers	Chair, Fin. C Est. C. OVW				20.7	10.5	8.8	17.7				26.7	11.8									24.5	28.7	28.11	12.10
12	Peter Jarvis																									
13	Dai Fardo	Fin C.							9.11				10.11													
14	Lars Tieszen	V. Chair, Fin. C Est. C			23.01				9.11				10.11													
15	Christine Roach	VCG Com lias			29.11																					
16	John Evans	Fin C.	20.7	9.09	26.7				13.7				4.10													
17	Sara Howells	Est C. VCG Com lias. OVW																								
18	Ann Jarvis	Fin C.		1.12	9.11				17.10				23.8													
19	Moslyn Bancroft			20.7	14.7								18.7													
20	Helen harbour		18.11										30.11													
21	Parisa Estambolchilar		21.11			01.03							12.12													
22	Clerk																									
23	no.																									
24	RECENTLY COMPLETED																									
25	REQUIRED																									
26	DESIRED																									
27	BOOKED																									

During the 2022-23 period Councillors completed 35 One Voice Wales training modules and a number of Planning training modules. It is intended further training will continue in 2024 to build on this now robust base and ensure all Councillors are equipped to fulfil their roles in the community.

Although it was considered appropriate to use some reserves to support the intense training programme outlined above, the Council Finances continue on a sound footing with reserves of £14,291 at the close of the year.

Despite being a small and diverse cluster of settlements, the Community remains strong, with the influx of new Councillors and things starting to return to 'normal' in the communities following the pandemic years, we look forward to the ongoing development of our Community Assets and to further encouraging active additional support from our primary Vale of Glamorgan Council.

ii) Councillors holding office during the year

Penllyn ward

Cllr. Dave Fardo
Cllr. Christine Roach
Cllr. Lars Tiessen (Vice Chair)
Cllr. Parisa Eslambolchillar

Ystradowen Ward

Cllr. Mostyn Bancroft
Cllr. John Evans
Cllr. Sara Howells
Cllr Anne Jarvis
Cllr Helen Harbor

Llansannor ward

Cllr Peter Jarvis
Cllr Phil Summer (Chair)

iii) Council Structure /Committee membership

Council chair Cllr. Phil Summers

Vice Chair Cllr Lars Tiessen

Establishment Committee Chair, Vice chair, Cllr. Howells

Finance committee Chair, Vice Chair, Cllrs. Evans, Fardo & Jarvis

iv) Council representatives on external bodies

Minor Authority Governor Llansannor church in Wales School; Cllr. Summers

Vale of Glamorgan Council Community Liaison Committee: Cllr Howells & Roach

One voice Wales: Cllrs Howells & Summers

v) Budget and out-turn report

The report below was accepted by Council at its meeting 2nd May 2023 and upon which the Council's statutory annual audit return was compiled.

PENLLYN COMMUNITY COUNCIL - COUNCIL MEETING 2nd May 2023 OUTTURN REPORT 2022/23

AGENDA ITEM 10 (b)

	LAST YEAR 2021-22	Budget Original £	LAST YEAR 2022-23	Actual £
	Actual £		Budget Revised £	
EXPENDITURE				
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
INCOME - Precept	-12500	-12875	-12875	-12875
- Bank interest / charges	-1	0	-2	-23
- Wayleaves / rents	-16	-3	-3	-3
Contribution to / (from) reserves	1376	250	-1470	-1280
BALANCED BUDGET	0	0	0	0

Reserves / cash

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

vi) Councils Audit statutory annual return and audit report.

The latest return upon which an audit report has been issued is in respect of the 2021/22. In respect of which an unqualified audit certificate was issued.

The Audit Report and Annual Return in respect of financial year 2022/23 are being prepared and will be submitted for audit certification once approved by The Council.