

Penllyn Community Council

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 Monday 7th June 2021

Present - Councillors. D.Fardo (Penllyn) Chairman, M. Bancroft (Llansannor), S.C.Howells (Ystradowen), J. N. Evans (Ystradowen), P. Summers (Penllyn), L. Tiessen (Penllyn).

Also in attendance Vale of Glamorgan Councillor G.A.Cox, PC S. Elson SW Police, Mr AD Williams, Clerk to the Council.

Covid 19 Risk Assessment – Before opening the meeting, the Chair asked all present to confirm they had familiarised themselves, and would comply with, the requirements of the risk assessment which had been sent out with the agenda.

80) Apologies for absence.

Cllrs. R. Austin, A. Jarvis, E.P. Jarvis, M.R. Lewis, M. Smith; Vale of Glamorgan Councillors, T.H.Jarvie and A. Parker.

81) Declarations of Interest.

None.

82) To approve the minutes of the Annual Meeting and also that of the Ordinary Council meeting both held on 10th May 2021

Resolved: That the minutes be approved.

83) Matters arising from the minutes other than that appearing below

None

84) Community Police Matters.

PC Stuart Elson, South Wales Police, in attendance.

(a) Crime report May 2021 (No report for April)

	Number of occurrences
Burglary / theft	4 (male arrested)
Dogs aggressive / attacks/ worrying sheep	1
Malicious phone calls / texts / threats etc	1
TOTAL	6

(b) Other

(ii) Aggressive / nuisance dogs Trerhyngyll (Cllrs Bancroft and Howells) (Minute 72 (b) (ii) May 2021 refers.

PC Elson outlined evidential requirements regarding possible action.

85) Vale of Glamorgan Council matters.

(A) Highways matters:

(a) Schedule of outstanding and ongoing highways issues.

Council in May resolved that whilst acknowledging work that has been carried out, the Clerk forward all that as above to Vale Councillor G Cox with a request that he assist in progressing matters.(Minute 73 (A) May refers)

The Clerk reported that the schedule as forwarded to Cllr Cox had included all those additional matters reported to the April and May meetings of Council.

Cllr P. Summers updated Council regarding outstanding issues in Llansannor:

(i) Llys Alaw and Brigham Cottages Llanhary to Penllyn road - It was reported that a Vale Council engineer had attended the area and some work has been noted but as yet nothing has been done to resolve the primary issue of water rising through the road surface and puddling in a way which is destroying the road surface and creating significant potholes and water hazards which remain even when the surrounding roads are dry.

(ii) Between Church Farm and Court Farm at Church Farm corner - No significant action and therefore no improvement.

(iii) Newton Road approaching A4222 (Maendy Rd) near bridge over former railway line - Further clearance work has been carried out and ongoing regular maintenance will be necessary to control the issue of flooding.

(iv) Between Llansannor and Trebettyn - Further clearance work has been carried out and ongoing regular maintenance will be necessary to control this issue of flooding.

(v) Between Penllyn and Llanharry outside Hillside Farm - Significant work has been done to correct the major issues but requires ongoing maintenance.

(vi) Llansannor / City road "lost "gulley - Has been found and reinstated.

Resolved: Clerk to forward updated schedule to Vale Councillor Cox in order that he may continue to pursue these matters with the Vale's highways department.

(B) Other Vale Council matters:

(i) Edenbrook Development, attenuation ponds (Cllr Evans) (Minute No. 73 (B) (v) May 2021 refers)

It was noted at last Council, with much regret, that after three years of considerable efforts on the part of this Council this matter remains unresolved.

However, Cllr. Evans reported that "the Vale Council will be undertaking a survey of all properties in Edenbrook commencing tomorrow 8th. June 2021 to address the pollution of the attenuation ponds. A circular letter had been distributed to all 40 properties detailing the work and mentioning that any mis-connections due to Bellway's negligence will have to be remedied by themand any issues arising from modifications undertaken by residents to their own properties likely to have caused the pollution will have to be remedied by the offending residents. The Vale Council having invoked regulations under the " Buildings Act " to force matters, I can't understand why they did not do this years ago but at last we should see some progress."

(ii) Ystradowen Church Farm - Tall trees (Cllr Howells)

Resolved: Clerk to refer matter to appropriate officers in Vale Council.

(iii) Litter bins Penllyn & Graig Penllyn area – Frequency of emptying (Chairman)

Cllr. Cox to investigate and .report back

86) Chair / Member's reports and communication.

None, other than that relating to planning Application 2021/00536/ Full referred to in Agenda item 89 (b) below.

87) Delegates reports

None

88) Matters relating to land holdings

Well Green, Trerhyngyll (Minute No. 53 (A) April 2021 refers) - Children's play area.

Cllrs. Bancroft and Howells updated Council with regard to the goal posts.

Working group to meet on site 9th June 4.15pm.

89) Planning matters

(a) New applications:

Application No.	Location & proposal	Community Council's Recommendation
2021/00733/SC1	Penllyn Estate, Llwynhelig Farm, Cowbridge Screening Opinion for 15,950 bird multi tier free range poultry building, assoc' feed silos and hard standings.	Noted
2021/00579/FUL	Newton House Farm, Newton New wooden framed building to house milk vending machine	No objection
2021/00554/FUL	The Paddocks, Ystradowen Proposed integral garage/family room and first floor bedroom(s) extension	No objection
2020/01370/FUL	Danygraig, Graig Penllyn Erection of three residential dwellings (Amended proposals)	See Minute 255 December 2020 - Reiterate previous "Objection"

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

(b) Other Planning matters.

Planning application 2021/00536/FUL - Land at Tyn y Waun Farm, Newton - Retrospective planning permission for the erection of close board timber fence (Minute 76 (a) May 2021)

Resolved: That the Clerk ascertain from the Vale Council it's current understanding in regard to the historic and current Planning status of Tyn y Waun Farm and of their position in regard to any alleged or suggested breaches of planning conditions.

90) Finance

(a) Payments as follows were approved:

Chq No.	Payee	Details	Amount £.p
622	Mr AD Williams	June 2021 Salary	271.22
623	Cardiff County Council	Pension contributions Apr to June 2021	268.11
624	HMRC	PAYE April to June 2021	203.40
625	Countryside Grounds Maintenance	Winchfield grass cutting May & June 2021	477.86
626	Allan Williams	Well Green, grass cutting April, May & June 2021 5 cuts @ £110 , tree removal £100 (all plus VAT)	780.00
627	Vale of Glamorgan Council	IT maintenance	72.00
628	Vision ICT Ltd	Website hosting 2021/22	150.00
629	Barrie Oliver Esq	Well Green access gates x 2	600.00

		replacement, repairs to stile.	
630	Vale of Glamorgan Council	YC&SA "community centre "Brown sign" (Funded by YC&SA)	282.00

91) Council's Standing Committees – Terms of reference

FINANCE COMMITTEE

UNDER DELEGATED POWERS

1. To monitor the keeping of the Council's accounts and generally to manage the financial affairs of the Council including regular budget monitoring and the approval of in year virements.
2. To make decisions in respect of the use of reserves and review and determine the Reserves Policy.
3. To review and determine the Council's Investment Strategy annually
4. To review and determine arrangements for insurances in respect of the Council's activities.
5. To authorise legal proceedings for the recovery of monies due to the Council.
6. To determine the financial and economic policies of the Council.

BY WAY OF RECOMMENDATION TO FULL COUNCIL

7. To make recommendations concerning the levying of precepts by the Community Council.
8. To submit for approval of the Council draft capital and revenue budgets and proposals for supplementary estimates
9. To review the Standing Orders and Financial Regulations of the Council making recommendations where appropriate.

ESTABLISHMENT COMMITTEE

UNDER DELEGATED POWERS

1. To receive information in respect of sickness absence figures in respect of all council staff.
2. To receive information on the training and development of all council staff and councillors.

3. To monitor the implementation of the Council's appraisals scheme, enabling all staff to be appraised on an annual basis.
4. To ensure that all staff contracts are compliant with legislation.
5. To have responsibility to ensure that all policies/procedures are being implemented by senior officers and line managers.
6. To make decisions on the Training and Development budget process for staff and Councillors
7. To receive and consider applications for vacant posts within the Community Council and to interview successful shortlisted candidates.
8. To deal with all administrative aspects of the recruitment and selection of Minor Authority Representatives on behalf of the Town Council, including interviewing, selection and the appointment of Minor Authority Representatives.
9. That when considering applications from Councillors in respect of Minor Authority Representative posts, Councillors serving on the Establishment Committee who are applying for said position must not be present during those discussions and may if they so wish provide a substitute for the purpose of that meeting.
10. To authorise officers to pay any member of staff in receipt of less than the accredited 'real' Living Wage
11. To authorise increments to staff salaries in line with council policy and agreed NJC and NALC payscales
12. To appoint a Complaints Panel as required, comprising of three Committee members as per Local Resolution Protocol, noting that those appointed must have had no prior involvement in the process
13. To appoint Appeals Panels as required noting members' independence to any given situation
14. To be responsible for monitoring Health and Safety through a standing agenda item, keep under review staff working conditions and ensure that all policies/procedures are being implemented

BY WAY OF RECOMMENDATION TO FULL COUNCIL OR THE FINANCE, COMMITTEE

15. To review and make recommendations concerning amendments to or introduction of new policies and procedures in accordance with legislation and agreed legislations
16. To make recommendation on requests for vocational training.
17. To give consideration and make recommendations on general staffing and establishment issues, staff structures, working patterns and associated budget implications

18. To consider and make recommendations on requests for job evaluations for all posts.

interviewing process.

20. To feed into the annual budget setting cycle

Resolved; Approved

92) Clerks' correspondence

Strong Communities Grant Fund – applications invited to the Vale Council by 20th July 2021. (Circulated to all Members by email 25.05.21)

93) Casual vacancy

The Clerk reported on a letter of resignation from the Council received from Cllr Mervyn Lewis.

Resolved that:

(i) Chairman write to Cllr Lewis thanking him for his much valued service to the Council over c 30 yrs.

(ii) Clerk to write to electoral registration at the Vale Council informing them of the vacancy arising in the Ystradowen ward.

Date of next meeting

Next meeting: 5th July 2021, 7 pm.

Signed:

Chair

Date:
