

# Penllyn Community Council

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

7.00 p.m. on Monday 4<sup>th</sup> July 2022

Present - Councillors, P Summers (Chair) (Llansannor), M Bancroft (Ystradowen), J.N Evans (Ystradowen), S.Howells (Ystradowen), A.Jarvis (Ystradowen) , L. Tiessen (Penllyn),

Also in attendance: Vale of Glamorgan Cllrs. C. Champion and N. Woods.

The Chairman extended a warm welcome to our new Vale of Glamorgan Councillors making their first visit to The Penllyn Community Council.

## **257) Apologies for absence**

Mr A. D Williams Clerk to the Council, Cllrs. D. Fardo, E P Jarvis, C. Roach.  
Vale of Glamorgan Cllr. R. Fisher

## **258) Declarations of interest**

None

## **259) To confirm the minutes of the Council meeting held 6<sup>th</sup> June 2022**

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

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

(a) Minute 247 (b) Cllr Howells reported that the speed monitoring group in Ystradowen would be unable to monitor traffic in Badgers Brook Rise as they are only insured to monitor at three agreed locations on the A4222.  
Cllr Evans reported they would continue to notify the delivery companies involved where serious breaches were observed.

(b) Minute 251 (i) Insurance claim Craig Penllyn - The Clerk to refer matter to Council's insurer's, Zurich.

**Resolved:** In the absence of the Clerk this is carried forward to next meeting.

## **261) Community police matters**

No Police attendance, no new matters raised.

## **262) Vale Council Matters**

### **(A) Highways matters**

(i) Chairman reported that no response had been received by him or the Clerk to the Council's last schedule of concerns submitted to Mr Clogg 6<sup>th</sup> June 2022.

**Resolved:** The Clerk write to Mr Clogg expressing the Council's disappointment that no response had been received and requesting an urgent update particularly in regard to the potentially fatal Health and Safety risk posed by the failure to adequately mark and maintain the traffic calming bollards at the northern end of Ystradowen on the A4222 close to Tudor Garage.

**NOTE** Attending VoG Councillors requested that they are copied in on all correspondence on such matters so that they can follow up with Council officials and Cabinet members.

**Resolved:** To request the Clerk ensures this is done.

(ii) Cllr. Bancroft raised the concerns of residents regarding commercial vehicle access through Faulds Lane, Trerhyngyll. The lane is extremely narrow with only one passing point. A notable increase in commercial traffic including VoG refuse vehicles was causing a significant risk to pedestrians and other road users. During discussion it was noted that previously the VoG Council had prohibited its refuse vehicle from using this route but this ban seems to have lapsed. Cllr Bancroft to provide map/photos etc to identify location/issue and support resolution.

**Resolved:** Clerk to write to VoG Highways department in regard to this issue, requesting Highways apply for HGV access restrictions, sign the road accordingly and also sign the road unsuitable for Sat Nav access by large vehicles. Also, write to Vale's cleansing department asking for the introduction of ban on their vehicles using this route. Communications to be copied to VoG Cllrs. as above note

### **(B) Other matters**

(ii) Newly elected Vale Councillors on attendance - The Chairman invited newly elected VoG Cllrs to introduce themselves and this was followed by a general open discussion by way of an introduction to historic and ongoing local issues for which the Community Council believes it should get support from Vale of Glamorgan Council.

These included:

(a) Highways issues, such as those mentioned above. It was noted that the response from Highways and Mr Clogg were inconsistent, sometimes he responded quickly and was very helpful but on other occasions, perhaps when things were 'too difficult', our requests seemed to go into a black hole.

(b) Planning issues notably the inflexibility of the planning authority and their use of the LDP as a blanket block on sympathetic small scale single unit affordable housing and infill, even when this clearly met an essential local need and was supported by the local community and Community Council. Also the authorities failure to enforce planning conditions in regard to community space and maintenance thereof, as exemplified by the long protracted situation with the Badgers Brook Rise attenuation ponds and community areas.

(c) Infrastructure – lack of inclusion in planning requirements and uncoordinated infrastructure development as exemplified by the current consultation in regard to an active travel link to provide a safe walking/cycling route from RCT/Ystradowen /Maendy/ Aberthin to Cowbridge. Which in itself is laudable but which is likely to result in loss of bus transport for children from Ystradowen to Cowbridge. (See item 7.3) and the general lack of coordinated public transport in the area including links to Cardiff and train services in Pontyclun, RCT.

Cllrs Champion and Woods emphasised their concerns that the Western Vale and the Cowbridge Ward did not always get the attention from VGC that it deserved and needed. They expressed their intention to ensure that rural Community and Town Councils particularly within Cowbridge Ward remained at the heart of Vale Council thinking. As noted above they requested that they were copied in on all correspondence with the VGC so they could follow up and assist as necessary. They also assure the Council that they fully supported the Community Council's desire for effective two-way communication and would endeavour to ensure that at least one of the three Ward Councillors attended each of the Community Council meetings.

The Chair thanked the Vale Councillors for attending and for their inciteful and refreshing contribution to the discussions. He emphasised the Community Councils desire and need to maintain a close and active two-way working relationship with them. Views reiterated by Community Cllr. Jarvis and all other Community Councillors present.

### **263) Establishment Committee meeting 27<sup>th</sup> June - Minutes**

The Chairman reported on the meeting held as above, draft minutes having been circulated in advance of the meeting.

Chairman briefly summarised the three main topics discussed viz Training, Councillors' allowances, and Clerk's salary.

#### **Resolved that:**

- (i) The minutes of the Establishment Committee as above be noted.

- (ii) The necessary finance be provided to fund the Training programme.
- (iii) Chairman to work with individual councillors to ascertain their individual training needs and finalise 2022 training programme during the summer recess.

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

(a) One Voice Wales AGM - It was noted that the One Voice Wales AGM was being held at the same time as tonight's Council meeting consequently none of the PCC delegates would be in attendance. Apologies had been submitted.

(b) Cllr. Howells reported that she had been in communication with Lisa Elliott, Active Travel, Visible Services and Transport, Vale of Glamorgan Council in regard to the current consultation on the route for an active travel link to provide a safe walking/cycling route from RCT / Ystradowen / Maendy /Aberthin to Cowbridge. Following this, it was quite clear that there is a potential conflict between developing this route and maintaining the School Bus transport from Ystradowen (including Trerhyngyll and Maendy) to Cowbridge (Comprehensive) School. The existence of this conflict was confirmed by the Vale Councillors who had attended a VGC briefing which highlighted the same issue.

An online [consultation](#) on the route for an active travel link to provide a safe walking/cycling route from RCT/Ystradowen/ Maendy/Aberthin to Cowbridge has been launched and will run from 28th June to 20<sup>th</sup> July. It was noted this was currently taking place and had consequential implications on School Bus services as discussed earlier in the meeting.

#### **Resolved:**

(i) Clerk to advise the Active Travel Route consultation that this Council does not consider any of the proposed routes would adequately replace the school bus and the effect would be to increase the number of children being brought to school by car. The exact opposite of the rationale behind 'active travel links'.

(ii) Cllrs. Howells, A.Jarvis and others to bring this situation to the attention of Ystradowen residents' groups who may be submitting responses as part of the consultation.

(iii) Vale Cllrs. to advise the PCC on any future developments in regard to this issue at the VGC

#### **265) Delegates reports**

None

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

(i) Grass cutting – the relative cost of cutting using different contractors at Well Green and Winchfield was previously raised in Council. It has been established that the cost per cut on both sites is effectively the same however the areas involved are substantially different.

It was noted that the specification and requirements on the two sites may vary and the cost may not be a direct function of area.

**Resolved:** Further enquires will be made to establish the statement of work for each site and new quotations will be sought from both contractors for both sites later this year before the 2023/24 budget is set and contracts renewed for next year.

(ii) Well Green playground, sign – As resolved at last (Minute 251 June 2022 refers) the Clerk provided Council with a draft layout and quotation for a conditions of use sign at the playground.

Initial indications are the layout will need further work to meet our objectives and the requirements in regard to the Welsh Language Act and the Playground Inspection recommendations and a requote then sought.

**Resolved:** That

(i) Cllrs. Bancroft & Howells to review the existing draft and produce a second draft layout for the sign which will be forwarded to the Clerk to obtain a requote from the VoG approved supplier.

(ii) Delegated authority be granted to the Clerk in consultation with the Chairman to place the necessary order.

(iii) Well Green, Right of Way, style – As previously reported to Council this style is very unstable and requires urgent repair/replacement. After discussion it was agreed that this matter should be passed as a Health and Safety issue to the Vale public Rights of Way officer with a recommendation that the style be replaced with a kissing gate and steps created to address the problem with the steep bank.

**Resolved:** That the Clerk to write to the Public Rights of Way officer at the Vale Council advising them of this pressing Health and Safety issue and requesting their urgent action in instigating repair/renewal as indicated.

(iv) Well Green football post and gate adjustment - as previously reported

**Resolved:** Both matters are carried forward pending confirmation of remedial action.

## **267) Planning applications**

(a) New applications:

Application No.	Location & proposal	Community Council's Recommendation
2022/00720/FUL	14, Sandy Lane, Ystradowen Conversion of an integrated garage into a habitable area (play room/sitting room) with storage to rear. Replace the garage door with a double glazed UPVC window to replicate those already used at the property. The area around the window will be bricked and rendered to match the rest of the house	No objection
2022/00675/FUL	Garden Cottage, Llansannor, Cowbridge Single storey extension	No objection

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

- (b) Local development plan – Development plans community guide  
[https://www.valeofglamorgan.gov.uk/en/living/planning\\_and\\_building\\_control/Planning/planning\\_policy/Replacement-Local-Development-Plan.aspx](https://www.valeofglamorgan.gov.uk/en/living/planning_and_building_control/Planning/planning_policy/Replacement-Local-Development-Plan.aspx)

- (c) LDP invitation to submit candidate sites

The opening of consultation on the LDP review and update was noted, in particular the invitation to submit candidate sites.

A discussion took place assisted by the VoG Cllrs. as to whether this applied solely to large developers or if individual local residents could make an application, particularly in regards to small/single plot sites for affordable infill dwellings. It is understood that whilst this process is primarily aimed at larger developers there appears no reason why individuals cannot submit sites.

It was understood individual application may be subject to a fee as a contribution to social housing.

**Resolved:**

- (i) Councillors to advise interested local residents accordingly.
  - (ii) VoG Councillors to clarify position regarding the social housing contribution in respect of small scale developments.
- (d) Other issues - Farm building adjacent to Green Valley Farm, Trerhyngyll (Planning application 2020/01516/FUL refers) (Cllr. Bancroft).

Residents concerns regarding the height of boundary walls being a significant risk to road safety as obstructing sight lines at a difficult entrance, questioned whether in accordance with the Planning approval granted.

**Resolved:** Clerk to make contact with the applicants to discuss the issue.

#### **268) Finance – Payment of accounts**

<b>Chq No.</b>	<b>Payee</b>	<b>Details</b>	<b>Amount £.p</b>
682	Mr AD Williams	July 2022 Salary	276.10
683	Mr AD Williams	August 2022 Salary	276.10
684	Countrywide	Winchfield grass cutting June 2022	149.14
685	Alun Williams	Well Green, grass cutting June 2022 2 cuts @ £120 ( plus VAT)	288.00
686	Vision ICT Ltd	Web site hosting 2022/23	182.86

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

#### **269) Council's annual report 2021-2022.**

A draft Annual Report for 2021-2022 was circulated to members by the Clerk. Cllr. Howells has subsequently produced and circulated a revised version including additional details on funding for the Well Green and Winch Field playground developments. This revised draft was reviewed and accepted by Councillors present.

**Resolution:** The Clerk to confirm with the 2021-22 Chair Cllr D. Fardo (not present at meeting) that he is in agreement to the changes and then publish the revised version as the final Penllyn Community Council Annual Report 2021-2022.

#### **270) Clerks Correspondence**

None

#### **271) Councillor vacant seats - Co-option (Minute 255 June 2022 refers)**

(a) Penllyn ward

Ms Karen Edwards who was in attendance at the June meeting of Council, and having expressed her interest in joining the Council, it was ....

**Resolved:** That

- (i) Ms Karen Edwards be invited to join the Council as a Co-opted member for the Penllyn ward.
- (ii) The Clerk to write to Ms Edwards advising her of the Council's decision

and to arrange for completion of the necessary Acceptance of Office and Declaration of Interest forms at the earliest opportunity and prior to the next Council meeting in September.

(b) Ystradowen ward

An expression of interest has been received by the Chair which has been welcomed by the Council. However, the Council resolved to keep the vacancy open until meetings resume in September.

**Resolved: That,**

(i) The vacancy would be held open until Council meetings resume in September.

(ii) Vacancy to re-advertise with closing date of 30 Aug 2022

**272) Llansannor CIW Primary School – Appointment of minor Authority Governor**

The Council has received confirmation from former Councillor A. Hill that he wishes to step down from this position with immediate effect. The Council expressed its thanks to Mr Hill for the work he had done in that position over many years and wished him all the best in his future endeavours.

The Chair invited invitation for the position, indicating that if no one else wished to take up the post he would offer himself as he had an ongoing interest in the School. No other candidates were proposed.

**Resolved:** That Cllr. P. Summers be appointed to the role of Minor Authority Governor Llansannor CIW Primary School.

**273) Councillors' allowances**

In accordance with the resolutions of the Establishment Committee Meeting 27<sup>th</sup> June 2022 Minute 263 above refers.

Council will make available to all Councillors a Basic allowance of £150 per annum and a Senior role allowance of £100 to the Chair to cover general expenses and a Care allowance for essential care when attending Council meetings etc. Any additional travel and subsistence allowances will be paid for in relation to approved Council business outside the Vale of Glamorgan area.

The Basic and Senior role allowances are paid automatically unless a Councillor wishes to decline such an allowance, in which case they must advise the Clerk in writing at the earliest opportunity. Care allowance and Travel and subsistence allowances are to be claimed by Councillors on a case by case basis with



reimbursement at the agreed scale rates. Currently basic allowances are taxable however this is under review.

**Resolved:** Noted

#### **274) Council elections May 2022 - Return of candidate expenses**

Vale Electoral Services are requesting the return of all candidate's election expenses declaration forms which are now overdue. However, it would appear that only a small number of councillors notably Cllrs. Bancroft and Howells have actually been contacted by the VGC and have therefore returned said forms.

**Resolved:** Clerk to email all Councillors (excepting Cllrs. Bancroft and Howells) with the form, Councillors to print complete, sign, scan and return their form by email or land mail to the Clerk as a matter of urgency.

#### **275) Any other business**

VoG Councillors suggested it could be helpful if the Clerk sent electronic invitations to the Councillors to attend Community Council meetings using Microsoft Outlook calendar.

**Resolution:** The Clerk be requested to investigate using this standard Outlook facility as an additional calling tool.

#### **276) Date time next meeting**

The Chair reminded everyone that there was no meeting in August and wished them a good summer holiday.

Next meeting 7.00 pm Monday 5<sup>th</sup> September 2022.

**Signed:**

**Chair**

**Date:**

PS 11.07.22