

**LLANTWIT FARDRE COMMUNITY COUNCIL  
CYNGOR CYMUNED LLANILLTUD FAERDREF**



**Minutes** of the Hybrid Meeting of the Llantwit Fardre Community Council held on Monday, 26<sup>th</sup> June, 2023 at 5 p.m. at the Community Council Office, rear of the Carnegie Parish Hall, Main Road, Church Village.

**PRESENT**

Community Councillor G.Stacey – Chair

**Community Councillors**

J.Beattie, R.Butler, P.Fletcher, A.Green,B.James, J.James, K.Johnson, J.Murphy,  
A.Raines, D.Stone, S.Trask and G.Warren,

**Officers in Attendance**

Ms.Karyl May – Clerk & Executive Officer  
Ms.Claire Hendy – Responsible Finance Officer

**22. WELCOME**

The Chair welcomed Community Councillor B.James to his first meeting having been elected to serve the Llantwit Fardre Ward following the by-election that was held on Thursday last, 22<sup>nd</sup> June, 2023.

**23. APOLOGIES FOR ABSENCE**

**RESOLVED** – to note that there were no apologies for absence as all Members were in attendance.

**24. DECLARATIONS OF INTEREST**

**RESOLVED** – to note that in accordance with the Members' Code of Conduct, Community Councillor K.Johnson declared personal interests in the following matters:-

- Agenda Item 6(a) – Planning Applications – “I have made representations on some of the applications to RCTCBC”.

- Agenda Item 6(f) – Minor Authority Governor – Maesybryn Primary School – “I am a member of the Governing Body of Maesybryn Primary School and my children also attend the school”.

## **25. MINUTES**

### **RESOLVED -**

1. to approve as correct records the Minutes of the following Council meetings:-
  - (a) Annual Meeting of the Community Council held on the 22<sup>nd</sup> May, 2023.
  - (b) Extraordinary Meeting of the Community Council held on the 30<sup>th</sup> May, 2023.
2. to receive the Minutes of the meetings of the Staffing Committee held on the :-
  - (a) 11<sup>th</sup> May, 2023.
  - (b) 15<sup>th</sup> May, 2023, subject to the proposed new structure as referred to in Minute No.20(6) being reviewed in three months.

## **26. PUBLIC BREAK**

**RESOLVED -** to note that no questions had been received from the public for this Meeting.

## **27. PETITION**

At this juncture in the proceedings, Community Councillor J.James handed in a petition on behalf of the residents of the Llantwit Fardre Ward requesting that the Council restore the popular playgrounds in Llantwit Fardre with upgraded equipment suitable for all ages.

## **28. POLICE REPORT**

### **RESOLVED –**

1. to receive the crime figures for the Church Village and Tonteg Wards for the period 14<sup>th</sup> May, 2023 – 13<sup>th</sup> June, 2023;
2. to note that the PACT meeting for the Llantwit Fardre Ward will be held at the end of July and following confirmation of the date, the Clerk will be informed accordingly.

## **REPORTS OF THE CLERK**

### **29. PLANNING APPLICATIONS**

**RESOLVED** – to note the following planning applications received from Rhondda Cynon Taf County Borough Council had been forwarded to Members for consideration:-

- i. Hillcrest, 32 Heol Dowlais, Efail Isaf – Single storey rear extension.
- ii. 20 Ty Crwyn, Church Village – Shed to rear of the garden (retrospectively).
- iii. 86 Parc Nant Celyn, Efail Isaf – Porch to front.
- iv. 69 Heol Dyhewydd, Llantwit Fardre – Garage conversion, garage door replacement with window, roof added above garage, sky light/velux, rear extension and internal alterations.
- v. 30 Ffordd Gerdinan, Tonteg – Single storey extension.
- vi. 3 Llanerch Goed, Llantwit Fardre – Single storey rear extension, second storey extension over garage.
- vii. 34 Ty Crwyn, Church Village – Orangery and associated works.

### **30. PARKING PROBLEMS AT YSGOL TY COCH**

This item was withdrawn as the Headteacher of Ysgol Ty Coch was unable to attend the meeting.

### **31. REQUEST TO ERECT TWO GREENHOUSES AT TONTEG ALLOTMENTS**

Members gave consideration to the two requests that had been received from Allotment Holders to erect a greenhouse on their respective plots and it was **RESOLVED** – to grant permission for the erection of a greenhouse on the two respective plots at Tonteg Allotments.

### **32. BUDGETARY CONTROL AND AUTHORITY TO SPEND**

In accordance with paragraph 4.5 of the Council's Financial Regulations, the Clerk informed Members that it was necessary to purchase hardwood playgrade chip (bark) to enable the play area at Ty Draw to be completed and re-opened following the installation of the new equipment.

**RESOLVED** – to agree to the action taken by the Clerk in purchasing the necessary hardwood playgrade chip (bark) for Ty Draw play area at Church Village at a cost of £966.00 (exc.VAT) in accordance with paragraph 4.5 of the Council's Financial Regulations.

### **33. LLANILTUD FAERDREF PRIMARY SCHOOL REDEVELOPMENT – ROAD CLOSURES**

In her report, the Clerk reported on reports that had been presented to Council at meetings held on the 27<sup>th</sup> September, 2021, 30<sup>th</sup> May, 2022 and 25<sup>th</sup> July, 2022 in respect of the new build primary school and where the 'Licence for

Access` and a `Deed of Easement` were agreed allowing access onto the Council's car park.

The Clerk had recently been informed that unavoidable road closures are required to facilitate the drainage connections associated with the construction of the new primary school building resulting in the Community Council car park being closed to vehicles over a three week period.

It was hoped that the car park would be closed during the Summer holidays and both the Officers at RCTCBC and the Contractor had been informed that non-access to the Council's car park will significantly inconvenience the Community Council and its users, especially for the Operatives as they require constant access to the workshop to enable them to carry out their respective roles.

Following discussions with Officers and the Contractor, it was agreed that Morgan Sindall would explore the possibility of providing a temporary base within the school grounds for use by the Operatives during the period of road closure to include secure storage, parking provision and a water supply and alternative access arrangements for the hall users with mobility issues were also being considered.

It was queried by one of the Members as to whether the Council would be compensated by the Contractor for the disruption that has been caused during the construction works to the new build school and this is being looked into by the Clerk.

#### **RESOLVED –**

1. to note that the Council car park is to be closed for three weeks to allow for the foul drainage to be connected to the existing manhole, as shown on the plan attached to the report, on a date to be confirmed.
2. to note that the Contractor will provide a temporary base for use by the Community Council's Operatives as outlined in paragraph 1.7 of the report.

#### **34. MINOR AUTHORITY GOVERNOR – MAESYBRYN PRIMARY SCHOOL**

In her report, the Clerk sought a nomination to replace former Community Councillor R.McCracken as a Minor Authority Governor at Maesybryn Primary School and it was **RESOLVED** – that Community Councillor P.Fletcher be nominated as a Minor Authority Governor at Maesybryn Primary School as from the date of this meeting for a term of four years.

**35. INTERNAL AUDITOR'S REPORT FOR THE FINANCIAL YEAR ENDED 31<sup>ST</sup> MARCH, 2023**

**RESOLVED** – to receive and acknowledge the Internal Auditor's report for the financial year ended 31<sup>st</sup> March, 2023; and that the Clerk and Responsible Finance Officer be commended for the Council receiving an 'unqualified' audit report.

**36. ACCOUNTING STATEMENT ON THE ANNUAL RETURN 2022/23**

**RESOLVED** – to confirm the Annual Governance Statement on the Annual Return for 2022/23 and that the Chair of the Council, Community Councillor G.Stacey and the Responsible Finance Officer sign the relevant documentation to confirm this.

**37. INCOME AND EXPENDITURE – APRIL/MAY, 2023**

**RESOLVED** – to confirm the income and expenditure accounts for the months of April and May, 2023 as shown at Appendix A to the report.

**38. ACCOUNTS FOR PAYMENT – MAY AND JUNE, 2023**

**RESOLVED -**

1. Members endorsed the following payments that were made during the month of May, 2023:-

<b>MAY, 2023</b>		
Lloyds	Bank Charges	20.60
PC Help Services	Email Hosting (April, 2023)	48.86
British Telecom	Cloud Voice (May, 2023)	157.16
British Telecom	Broadband (Qtr.1)	675.97
British Telecom	Mobile	25.39
Toshiba	Copier & Printer	199.26
Lyreco	Stationery	145.93
Rialtas	Annual Subscription	642.25
RCTCBC	Salaries, Pensions, HMRC	16,000
EDF Energy	Electric (Office) (April)	311.54
Lyreco	Cleaning materials (Office)	28.53
RCTCBC	Rates (Carnegie Parish Hall)	600.75
G&C Electrical	LED Panels – Carnegie Parish Hall	300
Lyreco	Cleaning materials (Carnegie Parish Hall)	28.53
EDF Energy	Electric (Carnegie Parish Hall) (March – revised invoice)	46.05
EDF Energy	Electric (Carnegie Parish Hall) (April)	290.54
Total Energy	Gas (Carnegie Parish Hall) (March)	488.65
RCTCBC	Rates (Ty Illtud - Car Park) (May)	247.25

RCTCBC	Rates (Ty Illtud - Hall) (May)	131.50
EDF Energy	Electric (Ty Illtud)	64.88
Total Energy	Gas (Ty Illtud) (March)	122.31
Lyreco	Cleaning materials (Ty Illtud)	28.53
Browning Caterers Ltd	Deposit for Christmas Dinner 2023	200.00
Seer Design	Stickers for Phone Boxes	96.00
Woodland Walk Garden	Compost & Flowers for Planters	395.00
Woodland Walk Garden	Top Soil etc. for Tonteg Park	150.92
Crown Garden Services	Grass Cutting	368.06
Road Runner	Wash Brush for Outside Works	26.99
PPG Architectural Coating	Paint for Bus Shelters	153.62
Fuel Genie	Diesel (CN16 FAU)	122.04
Fuel Genie	Unleaded Petrol (4x4)	86.34
<b>TOTAL</b>		<b>£22,203.45</b>
<b>ADDITIONAL PAYMENT</b>		
British Telecom	Cloud Voice (April)	156.29
<b>OVERALL TOTAL</b>		<b>£22,359.74</b>

2. to confirm the payments made using the debit card for the month of May, 2023, as shown in the table below:-

<b>MAY, 2023</b>		
Decorite Supplies	Paint for Allotment (Station Road)	90.00
ZOOM	Annual Fee	144.00
<b>TOTAL</b>		<b>£234.00</b>

3. To agree to the accounts for payment for the month of June, 2023, as shown in the table below, together with the additional payments that were received subsequent to the circulation of the agenda:-

<b>JUNE, 2023</b>		
Lloyds	Bank Charges	15.50
PC Help Services	Email Hosting	48.86
British Telecom	Cloud Voice	156.29
British Telecom	Mobile (June)	25.39
GR Consultancy	HR Services	500.00
RCTCBC	Salaries, Pensions, HMRC	16,000
EDF Energy	Electric (Office) (May)	342.58
RCTCBC	Rates (Carnegie Parish Hall)(May)	602.00

EDF Energy	Electric (Carnegie Parish Hall)(May)	193.77
Total Energy	Gas (Carnegie Parish Hall & Office)(April)	929.47
Total Energy	Gas (Carnegie Parish Hall & Office)(May)	433.76
RCTCBC	Rates (Ty Illtud – Car Park)(June)	243.00
RCTCBC	Rates (Ty Illtud – Hall)(June)	134.00
EDF Energy	Electric (Ty Illtud)(May)	64.80
Total Energy	Gas (Ty Illtud)(April)	342.20
Total Energy	Gas (Ty Illtud)(May)	119.48
Cole Plumbing	Annual Service to Boiler (Ty Illtud)	65.00
Lyreco	Litter Pickers for Outside Works	45.00
Forest Park & Garden	Ride-on Mower	12,090.00
Screwfix	Red Oxide Undercoat for Bus Shelter	38.97
Screwfix	Paint Brushes for Bus Shelter	14.99
Screwfix	Weed Control, Secateurs, Specs	121.96
Gordon Playground	Inspection Report (Maesybryn)	120.00
Llantrisant C.C.	Payment for replacement Perspex	80.32
Fuel Genie	Diesel (CN16 FAU)	115.33
Fuel Genie	Unleaded Petrol (Mower)	125.08
Besst Tyres Ltd.	Tyres for CN16 FAU	132.00
<b>TOTAL</b>		<b>£33,146.33</b>
<b>ADDITIONAL PAYMENTS</b>		
Audit Wales Office	Audit Fees 2021/2022	200.00
Jason Morgan	Internal Audit	360.00
Zurich Municipal	Insurance 2023/24	5,231.95
Zurich Municipal	Insurance for the Council's Vehicles	1,309.23
Duraseal Ltd	Repair to front porch roof of Carnegie Parish Hall	1,536.00
<b>OVERALL TOTAL</b>		<b>£41,838.51</b>

4. to confirm the payments made using the debit card for the month of June, 2023, as shown in the table below:-

<b>JUNE, 2023</b>		
Tesco	Sun tan lotion for outside work	3.00
1 <sup>st</sup> Image	Uniform for Operatives	108.00
<b>TOTAL</b>		<b>£111.00</b>

**39. MOTION**

**RESOLVED** – to note that the Motion standing in the names of Community Councillors G.Warren and A.Green as presented to the Council Meeting on the 30<sup>th</sup> January, 2023 (Minute No.162 refers) had been withdrawn by the Proposer and Seconder.

**GRAHAM STACEY  
CHAIR**

**The meeting closed at 5.16 p.m.**

Signed.....Dated.....  
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