

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



Minutes of the Hybrid Meeting of Llantwit Fardre Community Council held on Monday, 27th November, 2023 at 5 p.m. at the Community Council Office, rear of Carnegie Parish Hall, Main Road, Church Village.

PRESENT

Community Councillor G.Stacey – Chair

Community Councillors

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

Officers in Attendance

Ms.Karyl May – Clerk & Executive Officer
Ms.Claire Hendy – Responsible Finance Officer
Mr.Michael Cooper – General Services Manager

92. APOLOGY FOR ABSENCE

RESOLVED – to note that an apology for absence had been submitted by Community Councillor J.Beattie.

93. DECLARATIONS OF INTEREST

RESOLVED – to note that in accordance with the Members' Code of Conduct Community Councillors R.Butler, A.Green, J.Murphy, A.Raines, G.Stacey and D.Stone declared personal interests in respect of Agenda Item 7(b) as they are all Members of Llantwit Fardre Sports and Community Club.

94. MINUTES

RESOLVED –

1. To approve as a correct record the Minutes of the meeting of the Community Council held on the 30th October, 2023.
2. To receive the Minutes of the meeting of the Finance and Policy Committee held on the 26th October, 2023.

95. PUBLIC BREAK

RESOLVED – to note that no questions had been received from members of the public for this meeting.

96. POLICE REPORT

RESOLVED – to note that no crime figures had been received for the Church Village and Tonteg Wards for this meeting.

REPORTS OF THE CLERK

97. 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. 5 Pine Court, Llantwit Fardre – Single storey side/rear extension.
- ii. 1 Station Houses, Llantwit Fardre – Proposed first floor extension.
- iii. 20 Limetree Close, Church Village – Reduce height of all Alder stems by 3-4 metres by natural target pruning, leaving flowering branch line to shape as a single group – works to group 15-20 Alder trees along north west.
- iv. Tir y Dail, The Woodlands, Llantwit Fardre – T1 (Oak) – remove as close to ground level as possible and treat stump to inhibit growth. The tree works are proposed to stop the influence of the tree(s) on the soil below building foundation level and provide long term stability.
- v. Tonteg Community Centre – Demolition of existing toilet and changing room facility and construction of new changing room facility.

98. QUOTES FOR SUPPLY AND FIT OF ROLLER SHUTTERS – TY ILLTUD

In her report, the Clerk reported that following the installation of a new window at Ty Illtud would result in the external grid having to be removed to allow the window to open once the staff are in occupation as of the 2nd January, 2024.

It was therefore proposed that the front doors and the fire door at the rear of the property be secured with new roller shutters as the current ones are very old and necessitates the staff to stand on a ledge to close them. A roller shutter also be fitted to the newly installed window.

Set out in the report were details of three quotes that had been received and following a discussion, it was **RESOLVED** – that as two of the quotes received had been so close in prices that references be sought from the companies concerned and the Clerk take the necessary action in accepting the most appropriate quote.

99. PURCHASE OF PETROL POWER PRUNER (LONG REACH SAW)

In her report, the Clerk informed Members that the newly appointed Operative is qualified to use a Petrol Power Pruner (long reach saw), and if one was to be purchased then this machine would be less physically demanding than what is currently being used by the Operatives and would be quicker than using a manual saw. It would also be more cost effective as more tree work could be undertaken 'in-house'.

Following the observations of the Clerk, it was **RESOLVED –**

1. to agree to the purchase of a Petrol Power Pruner (long reach saw) at a cost of £450+VAT noting that this was the cheapest price sought;
2. that the Staffing Committee identify the training needs of individuals following the Appraisals of the staff concerned.

100. 2023/24 LOCAL GOVERNMENT SERVICES PAY AGREEMENT

The Clerk informed Members that agreement had been reached on rates of pay applicable as from 1st April, 2023 and that this increase would be reflected in the staff's pay in December (not November as indicated in the report), 2023.

RESOLVED –

1. to ratify the pay award as from the 1st April, 2023;
2. that if requested by an ex-employee to do so, any monies due to that employee from 1st April, 2023 to the employee's last day of employment be paid.

102. INTERIM INTERNAL AUDIT REPORT

The Clerk attached to her report, a copy of the findings of the Interim Internal Audit that was carried out by Mr.J.Morgan on Friday, 3rd November, 2023.

There were no qualifying items for concern and therefore the Council were on track for an 'unqualified' final audit.

RESOLVED –

1. to note the contents of the Interim Internal Audit report;
2. to seek to appoint an Auditor to carry out the end of year audit for the financial year 2023/24 and future audits in the absence of Mr.J.Morgan;
3. to note that the completed report of the External Auditor in respect of the Returned Annual Report for the 2022/23 financial year had not been received.

103. INCOME AND EXPENDITURE ACCOUNTS FOR OCTOBER, 2023

RESOLVED – to confirm the income and expenditure accounts for the month of October, 2023 as detailed on the Appendix attached to the report.

104. ACCOUNTS FOR PAYMENT – NOVEMBER, 2023

RESOLVED –

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

NOVEMBER, 2023		
Lloyds	Bank Charges	12.10
PC Help Services	Email Hosting	48.86
British Telecom	Cloud Voice	159.35
British Telecom	Mobile	25.39
Toshiba	Photocopying Printing (July/Oct.23)	335.28
Seer Design	Christmas Fete Banners and Flyers	252.00
Seer Design	Christmas Dinner Tickets and Flyers	324.00
Jason Morgan	Internal Audit Review	220.00
Lyreco	Shredder	757.06
RCTCBC	Salaries, Pensions, HMRC	16,000.00
PK Safety	Staff Uniform	28.00
PK Safety	Staff Uniform	126.80
PK Safety	Staff Uniform	37.44
EDF Energy	Electric (Office) (October, 2023)	369.18
Screwfix	Clear Bin Sacks	23.99
RCTCBC	Rates (Carnegie Parish Hall) (Sept.2023)	602.00
EDF Energy	Electric (Carnegie Parish Hall)	721.40
RCTCBC	Rates (Ty Illtud – Car Park)	243.00
RCTCBC	Rates (Ty Illtud – Hall)	134.00
EDF Energy	Electric (Ty Illtud) (October, 2023)	70.11
Screwfix	Paint and Rollers for Ty Illtud	45.99
Screwfix	Filler	13.98
Screwfix	Paint/Plaster/Filler	90.98
Online Play Ground	Items for all Park Works	611.52
Keyline	Sand and Cement	183.12
Screwfix	Cable Ties	6.68
Jacks Appeal ABUHB	Defibrillator for The Bush Inn	1,403.00
Streetmaster	Picnic Benches for Tonteg Park	3,464.04
D.Evans	Catering – Remembrance Sunday	240.00
Paula Williams	Vocalist for 06.12.2023	140.00

Ian Read	Vocalist for 05.12.2023	140.00
Falconry UK	Display for Christmas Fete	339.00
Inhouse Entertainment	Remaining Balance for Ice Rink/Snow Globe	4,377.00
EDF Energy	Electric (Street Lighting) (Oct.2023)	460.37
Fuel Genie	Diesel (CF16 FAU)	168.89
Road Runner	Fuse for Van	5.00
Total		£32,179.08
ADDITIONAL PAYMENTS		
Total Energy	Gas (Ty Illtud) (October, 2023)	226.20
Total Energy	Gas (Office and Carnegie Parish Hall) (October, 2023)	718.14
G&C Electrical	Sockets for Offices in Ty Illtud	600.00
Mr.B.Williams	Christmas Tree for outside the Carnegie Parish Hall	90.00
Overall Total		£36,013.42

2. To confirm the payments made using the debit card, as shown in the table below:-

Payee	Item	Cost
Tynant Garage	MOT and Service (CE58 YNA)	322.00
B&M Stores	Tea, Coffee, Sugar for Remembrance Sunday	18.34
SLCC	Membership Fee for M.Cooper	251.00
ACB Surveys Ltd	Listed Building Damp Survey (Carnegie Parish Hall)	345.00
Tesco Ltd	Crackers for Senior Citizens' Christmas Dinner	68.00
Asda	Selection Boxes for Christmas Fete	96.00
Home Bargains	Selection Boxes for Christmas Fete	102.96
Gov.UK	Land Registry	3.00
Information Commissioner	Annual Data Protection Fee	40.00
SLCC	ILCA Qualification Wales	144.00
Amazon	Outfits for Christmas Fete	79.63
Total		£1,469.74

105. REQUEST TO ERECT A GREENHOUSE AT TONTEG ALLOTMENTS

The Clerk reported on a request that had been received to erect a greenhouse on an individual plot at Tonteg Allotments and it was **RESOLVED** – to grant permission for the erection of a greenhouse at Tonteg Allotments.

106. CHRISTMAS WORKING ARRANGEMENTS

RESOLVED – to note that the Council's Offices will be closed from 12 noon on Friday 22nd December, 2023 and will re-open on Tuesday, 2nd January, 2024.

107. DISPOSABLE ITEMS

RESOLVED – to agree to the disposal of a Printer (Brother) – Asset No.BL88 as it is irreparable.

108. MOTIONS

Consideration was given to the following Motions:-

- (a) Standing in the names of Community Councillors P.Fletcher (Proposer) and G.Stacey (Seconder):-

“That in the interests of Community Safety and the potential to save lives, we move that waiting restrictions (yellow lines) be placed along Llantrisant Road (B4595) Llantwit Fardre from the traffic lights to the junction leading into BESST Tyres and outside Medway Court (postcode CF38 2FG).

This is particularly dangerous and despite the speed restrictions that are in place in that area, many drivers exceed the limit thus there is the possibility of parked cars on that road getting hit. Therefore, the waiting restrictions will deter people from parking their vehicles on that stretch of road.

It is further moved, that should Members agree to this proposal then CIL receipts be used for this initiative”.

Following a discussion, it was **RESOLVED** - to adopt the Motion.

- (b) Standing in the names of Community Councillors A.Raines (Proposer) and G.Stacey (Seconder):-

“Following the offer of Benjamin Trewartha, First Responder with the Welsh Ambulance Service Trust to donate a defibrillator to the Llantwit Fardre Sports and Community Club. We propose that this Council purchase the new pads and batteries for the defibrillator along with a new cabinet and to accept the kind monetary donation from the Club with the remaining balance being paid by this Council by using CIL receipts. The said defibrillator and cabinet is to be installed at the Club's premises”.

With the agreement of the Seconder and prior to the Motion being considered it was indicated that the wording should be amended to read “Following the offer of the **First Responder Team** and not Benjamin Trewartha.....”

RESOLVED – to accept the amendment to the Motion in the replacing of the words First Responder Team and deleting the name Benjamin Trewartha.

A discussion ensued when it was indicated that the donation from the Club would be approximately £250 - £300; that the defibrillator would be owned and maintained by the Community Council and that it would be placed on the Club's premises.

FURTHER RESOLVED – to adopt the Motion.

109. CHAIR'S ANNOUNCEMENTS

- (a) The Chair announced that the Extraordinary Meeting of the Council to consider the grant applications which was postponed from the 20th November, 2023 would now be held on Monday, 11th December, 2023 at 5 p.m.
- (b) The Council Meeting scheduled to take place on Monday, 18th December, 2023 has been cancelled.
- (c) The Chair reminded Members of the forthcoming events i.e. the Christmas Fete on Saturday, 2nd December and the Senior Citizens Dinner being held on Tuesday and Wednesday, 5th and 6th December, 2023.

**GRAHAM STACEY
CHAIR**

The meeting closed at 5.33 p.m.

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

