

**LLANFAIR COMMUNITY COUNCIL**  
**Minutes of Council Meeting held at**  
**St Hilary Village Hall**  
**On Thursday, 6<sup>th</sup> November 2025 at 7.00pm.**

**Present:** Chairperson: Councillor Liz Loch  
Councillors : Julian Hitchcock, Mary Llewellyn, Ray Simkiss and Jim Teague.

**In Attendance:** Jackie Griffin, Clerk.

**Item 1: Apologies for Absence.**  
Councillors Steph Bonnar, Tim McIlveen and Shaun Trigg.

**Item 2: Declarations of Interest.**  
Councillor Simkiss – item 16.1 – planning application no. **2025/00704/FUL**.  
Proposal is next door to Councillor Simkiss's home.

**Item 3: Community Police Matters.**  
PCSO Davies had informed the Clerk by e-mail that there were no occurrences reported for the Council's area during September.

**Item 4: To consider and approve the minutes of the Meeting held 2<sup>nd</sup> October 2025.**  
**Proposed** by Councillor Llewellyn, seconded by Councillor Loch and **resolved** that the minutes of the Meeting held on 2<sup>nd</sup> October 2025 be approved.  
Councillor Loch signed the minutes.

**Item 5: Matters arising from the Minutes, which are not included in this Agenda.**  
No matters arising.

**Item 6: Chairperson's Report.**  
6.1 Councillor Loch thanked Councillor Llewellyn for agreeing to attend the Remembrance Parade and Service in Cowbridge and laying the Community Council's wreath.

6.2 Councillor Loch reported that the Annual Reports had been delivered.

**Item 7: Vale of Glamorgan Councillor's Report.**  
No report.

**Item 8: Clerk's Report**  
8.1 **Finances.**  
Bank balance was noted at **£5,482.39** (Current Account £2,536.23 and Business Reserve Account £2,946.16).

**Payments made since last meeting are:**

Clerk's Salary (October) - £199.48;

HMRC Tax (October) - £49.80;

St Hilary Village Hall (Hire of Hall for October meeting) - £45.00;

J Griffin (Reimbursement for paper and printer ink for printing Annual Reports) - £35.33;

Chairperson's Initials.....

St Hilary Forum (grant for Christmas expenses) £300.

**Payments due to be made are:**

Clerk's Salary (November) - £199.48;

HMRC Tax (November) - £49.80;

Valeways Walking Festival (Financial assistance agreed at October meeting) - £100.00;

St Hilary Village Hall (Hire of Hall for this meeting) - £45.00;

The Poppy Appeal (poppy wreath) - £20.00;

HCI Data Limited (disk space used May to August 2025) - £93.60 (net £78.00 plus VAT £15.60;) *This cheque has been lost in the post. HCI has not received it and it has not been presented at the Bank. A 'Stop' has been put onto the cheque and a new cheque needs to be issued with 2 extra invoices added to cover September and October disk space)* - £133.20;

In view of the payments due to be made the Clerk recommended that £1,000 be transferred from the Business Reserve Account to the Current Account.

**Proposed** by Councillor Loch, seconded by Councillor Llewellyn and **resolved** that all payments due be made.

**Receipts:**

Refund of VAT paid for the period £95.08.

**8.2 To resolve whether to continue the Clerk's Membership of the Society of Local Council Clerks.**

The membership of the Society Local of Council Clerks is due for renewal on 1<sup>st</sup> November. Previously the fee has been shared 50% with St Donats Community Council that the Clerk also works for and will cost the Council £55.

**Proposed** by Councillor Simkiss, seconded by Councillor Llewellyn and **resolved** that the membership is renewed for a further 12 months.

**8.3 To consider request for financial assistance from St Mary Church Residents Association.**

The application requests financial assistance with the purchase and delivery of a Christmas tree costing £150 and a set of 300 white outdoor lights costing £35.

**Proposed** by Councillor Loch, seconded by Councillor Llewellyn, that the Council supports the request with a donation of £185 to St Mary Church Residents Association for the purchase and delivery of a Christmas tree and lights.

**Resolved** that in pursuance of the power conferred by Section 137 of the Local Government Act 1972 (as amended) and being of the opinion that the expenditure satisfies the requirements of that section approves the payment of £185 to the St Mary Church Residents Association.

**8.4 To consider request for financial assistance from Wales Air Ambulance.**

Members discussed an application from the Charity to assist with its expenses.

**Proposed** by Councillor Loch, seconded by Councillor Hitchcock, that the Council supports the request with a donation of £50 to Wales Air Ambulance to assist with the Charity's costs.

**Resolved** that in pursuance of the power conferred by Section 137 of the Local Government Act 1972 (as amended) and being of the opinion that the expenditure satisfies the requirements of that section approves the payment of £50 to Wales Air Ambulance.

**8.5 To report on the Completion of the Audit for the year ended 31<sup>st</sup> March 2025.**

The Clerk reported that notification had been received from Audit Wales advising that the external is now complete and is unqualified. The notice of completion of the audit has been posted on the Council's notice boards and website and the Annual Return to be posted on the website.

**Item 9: To discuss a new provider for the Council's E-mail address and website.**

The Clerk referred to item 8.2 in the September meeting minutes advising the current company hosting the Council's e-mail and website would no longer be able to provide this service with effect from 31<sup>st</sup> December 2025.

The Clerk had made extensive enquiries and with neighbouring councils and had located a company, Webjects Limited based in Barry, that could assist with this transfer to their company. A quotation of £936 had been received which included cloud server hosting for the website; renewal of the domain name; e-mail hosting and general support for both the website and the e-mail and the Clerk recommended that the Council accepts the quotation.

**Proposed** by Councillor Hitchcock, seconded by Councillor Llewellyn and **resolved** that the Community Council accepts the quotation and instructs Webjects Ltd to start proceedings to transfer the website and the e-mail to themselves from HCI Data Ltd. Councillor Loch thanked the Clerk for her diligence in completing this work. This was supported by all Councillors.

**Item 10: Highway Issues.**

The Clerk reported that all the items mentioned at the October meeting had been reported to the Vale of Glamorgan Council and had been acknowledged by the Officers.

**Item 11: To report on the maintenance of the Community Council's notice boards.**

The Clerk was disappointed to report that she has not received an update from the person who had quoted for the refurbishment and the work has not been carried out.

**Resolved** to remove the item from the agenda from the agenda until next Spring.

**Item 12: To give any update on the appointment of a Minority Authority Representative (MAR) onto the Governing Body of Llanfair Primary School.**

There was no update received. Clerk to make an enquiry with the Vale Council.

**Item 13: Reports of Representatives.**

*13.1 To receive Councillor Bonnar's report on the Community Liaison Committee Meeting of 16<sup>th</sup> October 2025.*

*Vale Cllr Christine Cave announced the recent passing of Cllr Karl Hadley from Colwinston and all wished condolences to the friends and family.*

### Police Matters

Inspector Childs delivered an update on the last quarter in the Vale. Following a recent spate of targeted car thefts and burglaries throughout September a 3 person team were caught in Ogmore by Sea and charged with conspiracy to burgle properties and steal motor vehicles. Fraudulent currency was identified as an issue across South Wales and the South West of England and members of the travelling community were arrested with £2k in cash following counterfeit notes being found at Boverton chip shop. This was great work by Llantwit Major Police officers and the use of CCTV footage. In addition travellers from North Wales who were staying at Llandow and then Fontygary were identified in high value thefts at Filco Llantwit where over £500 of meat products was stolen using distraction techniques.

Farming communities have experienced spikes in hare coursing / lamping problems including threats being made where 4 vehicles have been seized and 2 people from the travelling community arrested. The Police meet next week with farmers and the NFU and Assembly members to plan a farm watch and discuss rural crime and how farmers can be kept safer.

Recently 2 balaclava clad men have been seen in gardens in St Athan in the early hours of the morning and thefts were made from cars at Four Cross Garage at similar times. It may be that these were part of the burglary and car thefts from September.

Police numbers have reduced and the Inspector encouraged everyone to register on the "South Wales Listens" website for regular updates from the Police as there is limited capability to attend Council meetings, but the Police Officers do hold meetings with local communities at various events across the Vale on a regular basis.

### Fire & Rescue

Group Manager Martin O'Keefe attended. He advised July to September there were 378 incidents, 120 were fire related and 17 of these were properties. They regularly deliver fire safety checks on homes and give advice on smoke detector fitting. There have been 9993 of these held across the Vale so far this year with a focus on the elderly and vulnerable in communities.

There were 72 deliberate fires in quarter 2 and they continue to work with Youth Intervention teams to educate.

There were 25 road traffic accidents and they are delivering rural safety education in schools to help reduce this.

### Penarth – Primary Health Care in Decline

An application was submitted by Penarth TC to highlight a significant problem in the area since GP surgeries was reduced from 4 to 2. Many residents complain that they cannot get GP appointments. The Cardiff & Vale Health Board delivered a presentation which didn't really drill down to individual areas of the Vale but was more their estate wide strategy going forward. Several raised concern that you could no longer go into a surgery and request an appointment and you were instead sent out to call or go online to book which was not supportive of anyone vulnerable. A lot of services were being centralised at Barry Hospital. Councillors at St Athan suggested the Health Board look to use community halls / spaces and the on base clinic at St Athan which the military will shortly vacate. Many were concerned that without access to a GP many were self-diagnosing and self-medicating and health issues may be missed.

### Boundary Commission Review

*The revised paper is currently in as a proposal with observations possible and the consultation closing 12<sup>th</sup> November. The Report and any comments will be presented at a full meeting 3<sup>rd</sup> November. The current amendments were listed out which included Colwinston & Llangan to go to St Brides, Penllyn to stand alone, Cowbridge to remain with Llanblethian, and Cosmeston & Plymouth to split into 3 wards.*

*Cllr Cave at Llandow listed multiple concerns which included the lack of community connection between Llandow and St Hilary / Llanfair / Llanmaes, the lack of mention of communities in between these areas and the lack of mention of St Hilary & Llanfair in the new report as well as no mention of Treoes. She also highlighted the significant increased cost to tax payers with the new report proposing 5 additional Vale Councillor positions. In addition, she raised concern regarding the potential redundancy costs which will be incurred by Councils where Clerks may not secure the remaining roles. She advised that she had been told some reason for all the adjustments was too many electors were being covered by one person but as an existing councillor she said she was more than happy to continue with a larger group and this was obviously a cost saving to tax payers.*

*Cllrs from Penllyn, Penarth and Wenvoe advised they were very happy with the new report. The Councillor from St Nicholas requested clearer maps of the new boundaries as to date there had not been any provided.*

*All were advised to take the opportunity to raise concerns through the consultation period.*

**Item 14: Correspondence and Publications which do not necessarily require discion. i.e for noting only – *previously sent out by e-mail.***

- 14.1 VGC (Vale of Glamorgan Council) – Business Support Newsletters 10<sup>th</sup> and 24<sup>th</sup> October 2025.
- 14.2 OVW (One Voice Wales) – E Bulletins 10 and 11.
- 14.3 From Councillor Protheroe – Community Resources Update November 2025.
- 14.4 VGC – Confirmation of Public Path Order Nos 5 & 6 – Diversion Order 2024.
- 14.5 OVW – Notice of Forthcoming Webinars.
- 14.6 Clerks and Councils Direct – November 2025.

***All items were forwarded to Councillors prior to the meeting and were noted.***

**Item 15: Correspondence from Residents.**  
None.

**Item 16: Planning Applications.**

**16.1 Planning Application No. 2025/00704/FUL**

Location: Woodlands Cottage, Lane – Junction Llanmihangel Road to Junction St Athan Road via Llandough Village.

Proposal: Proposed demolition of the existing two storey residential dwelling and the construction of a new replacement dwelling on the same site location.

**Objection to the application due to the following:**

- Overdevelopment of the site, which is in the Lower Thaw Valley, a site of special, scientific interest (SSSI).
- The site is on a bend of a very narrow highway.

16.2 Decisions on recent Planning Applications.  
Planning Application No. **2025/00354/FUL** – Storage shed for bee keeping equipment, log burner and additional smaller shed for storage at Land to the South of Howe Mill Farm, St Mary Church – **Refuses to permit.**

**Item 17: Place, Date and Time of the next Meeting -  
Thursday, 4<sup>th</sup> December 2025, 7.00pm at St Hilary Village Hall.**

..... **Chairman.**  
**Date: 4<sup>th</sup> December 2025.**