

LLANFAIR COMMUNITY COUNCIL
Minutes of Council Meeting held at
Llanfair Primary School
On Thursday, 5th February 2026 at 7.00pm.

Present: Chairperson: Councillor Liz Loch
Councillors : Julian Hitchcock, Mary Llewellyn, Tim McIlveen, Jim Teague and Shaun Trigg.

In Attendance: Jackie Griffin, Clerk.

Item 1: Apologies for Absence.
Councillors Steph Bonnar and Ray Simkiss.

Item 2: Declarations of Interest.
None.

Item 3: Community Police Matters.
No report available.

Item 4: To consider and approve the minutes of the Meeting held 8th January 2026.
Proposed by Councillor Teague, seconded by Councillor McIlveen and **resolved** that the minutes of the Meeting held on 8th January 2026 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.
No report.

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

Item 8: Clerk's Report
8.1 Finances.

Bank balance was noted at **£5,051.44** (Current Account £3,091.23 and Business Reserve Account £1,960.21).

Payments made since last meeting are:

Clerk's Salary (January) - £199.48;

HMRC Tax (January) - £49.80;

J Griffin (Reimbursement of Zoom Fees September to December 2025 - £67.16 (VAT £11.20);

J Griffin (Reimbursement of cost of light cover and bulb for BT Box) - £34.80.

Payments due to be made are:

Clerk's Salary (February) - £199.48;

HMRC Tax (February) - £49.80;

Chairperson's Initials.....

St Hilary Village Hall (Hire of Hall for this meeting) - £45.

Proposed by Councillor Trigg, seconded by Councillor McIlveen and **resolved** that all payments due be made.

Receipts: None

Item 9: To change and agree date of May meeting to 14th May 2026.

As the Welsh Government Elections are to take place on 7th May 2026, it was **proposed** by Councillor Loch, seconded by Councillor Llewellyn and **resolved** that the date of the Annual Meeting and Ordinary meetings in May is changed to the 14th.

Item 10: To discuss Councillors' Allowances for the year 2025/2026.

Members were reminded to advise the Clerk, in writing by e-mail, if they wish to claim the annual and/or printing allowance for the current financial year.

Item 11: To report on Highway Issues.

Issues with a number of potholes and a pulling in space in St Hilary were advised to the Clerk for reporting to the Highways Department at the Vale Council.

Item 12: To discuss the Vale of Glamorgan Community Councils Boundary Changes.

Councillor Loch advised that she had recently attended a webinar hosted by One Voice Wales giving some information on the procedure regarding the town and community councils boundary changes and the formation of new councils and the dissolution of current ones.

Much of the webinar was on the legal employment rights of the Clerk with regard to possible transfer to the new Council, retirement or redundancy. The Clerk will be attending the same webinar on the 24th February 2026.

Item 13: To give any update on the appointment of a Minority Authority Representative (MAR) onto the Governing Body of Llanfair Primary School.

No update.

The Clerk to e-mail the Local Education Authority asking for any update on the vacancy.

Item 14: Reports of Representatives.

14.1

Councillor Loch reported on the recent local committee meeting of One Voice Wales held on that 12th January and had circulated a presentation given at the meeting by Older People's Commissioner for Wales.

Councillor Loch then reported on the reconvened Annual General Meeting of One Voice Wales held on 21st January 2026. A motion to reduce the quorum requirement for the AGM was passed.

The following motions had been forwarded by a number of town and community councils:

1. *Penarth Town Council - this AGM instructs One Voice Wales/National Executive Committee to engage with Welsh Government to make Community and Town Councils statutory consultees in collaborative arrangements for considering future bus provision in their area – motion passed.*

2. *Newtown and Llanllwchaearn Town Council - this conference instructs One Voice Wales to investigate the provision of professional legal advice on Welsh law to Councils and report back to the membership – motion passed.*
3. *Gelligaer Community Council - this AGM calls upon One Voice Wales to formally encourage local councils to advocate for the Welsh Government to seek full devolution of the Crown Estate to Wales - – motion passed.*
4. *Arfon Dwyfor Area Committee - the AGM calls upon One Voice Wales to investigate how specific assets transfer officer can be funded for the sector – motion passed.*
5. *Chepstow Town Council - calls upon One Voice Wales to lobby the Welsh Government to consider increasing and extending the financial threshold for free school meals in Wales to secondary school children in line with other devolved governments in the United Kingdom – motion passed.*
6. *One Voice Wales National Executive Committee - to confirm an increase in membership fees for 2026/27 by up to 4%.*

14.2 It was noted that Councillor Bonnar had forwarded to Members, notes that she had taken with regard to the Community Liaison Meeting held on 22nd January 2026.

14.3 *At this point it was reported that the 'Trim Trail' at Llanfair Primary School requires some immediate maintenance work costing £20,000. The Clerk to make enquiries into if a grant donation from the Community Council can be awarded under Section 137 of the Local Government Act 1972 which enables local councils to spend a limited amount of money for purposes for which they have no other specific statutory expenditure.*

Item 15: Correspondence and Publications which do not necessarily require discion. i.e for noting only – previously sent out by e-mail.

- 15.1 VGC (Vale of Glamorgan Council) – Business Support Newsletters 9th January 2026.
- 15.2 OVW (One Voice Wales) – E Bulletin 16.
- 15.3 OVW Training Courses – January to March 2026.
- 15.4 Vale of Glamorgan Replacement Local Development Plan 2021-2036: Deposit Plan Consultation.
- 15.5 VGC – Publication of the Commission's Final Recommendations Report for the Electoral Arrangements in the Vale of Glamorgan.

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

Item 16: Correspondence from Residents.

E-mail regarding the poor state of the stretch of road in front of St Hilary Village Hall. The uneven surface causes great difficulties to many people who are unsteady on their feet or use wheelchairs and sticks for mobility and who use the hall for social and community events.

The Clerk had reported the matter to the Highways Department and it was observed that an Officer had already inspected the road and had marked it up for remedial work.

Item 17: Planning Applications.
No planning items.

Item 18: Place, Date and Time of the next Meeting -
Thursday, 5th March 2026, 7.00pm at Llanfair Primary School.

..... Chairman.
Date: 5th March 2026.

DRAFT