

**LLANFAIR COMMUNITY COUNCIL**  
**Minutes of Council Meeting held at**  
**Llanfair Primary School**  
**On Thursday, 14<sup>th</sup> May, 2026 at 8.00pm.**

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

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

**Item 1: Apologies for Absence.**  
None.

**Item 2: Declarations of Interest.**  
Councillor Loch – Item 15.1 – Application for financial assistance from  
St Hilary Forum. *(Councillor Loch is a member of the Forum).*

**Item 3: Community Police Matters.**  
PCSO Stephen Davies had forwarded the crime figures for the months of  
January, February and March for Llanfair area. The figures gave a breakdown  
and were as follows:

**January:**

- Agricultural burglary/hare coursing 1
- Damage 1

**February:**

- Agricultural burglary/hare coursing 1
- Road Related 1
- Fraud/Rogue Traders/Cold Callers 1

**March:**

- Road Related 1
- Sexual Offences 1

Members agreed that this gives little background information and requested  
that the Clerk asks if this could be provided with the statistics.

**Item 4: To consider and approve the minutes of the Meeting held 2<sup>nd</sup> April 2026.**  
**Proposed** by Councillor Bonnar, seconded by Councillor Loch and **resolved**  
that the minutes of the Meeting held on 2<sup>nd</sup> April 2026 be approved.  
Councillor Loch signed the minutes.

**Item 5: Matters arising from the Minutes, which are not included in this Agenda.**

5.1 Item 9.4 – it was reported that the ‘knocked down wall’ in Llandough has still  
not been repaired despite being reported twice. The Clerk will follow up with  
another e-mail.

5.2 The Council requested that they be advised of road closures well in advance  
in future.

Chairperson’s Initials.....

**Item 6: Chairperson's Report.**  
Councillor Loch reported that she had attended a recent meeting of the Western Vale Rural Committee which was very poorly attended. Items discussed included liaison with the Highways Department and the changes to some Community Councils following the Boundary Review and the lack of information and support being provided by both the Vale of Glamorgan Council and One Voice Wales.

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

**Item 8: Clerk's Report**  
**8.1 Finances.**

Bank balance was noted at **£4,517.53** (Current Account £2,552.84 and Business Reserve Account £1,964.69).

**Payments made since last meeting are:**

Clerk's Salary (April) - £199.48;  
HMRC Tax (April) - £49.80;  
Llanfair Primary School (for hire of room for meetings) - £180.00;  
Llanfair Primary School;  
J Griffin, Clerk (Reimbursement of Zoom fees January to March 2026) - £50.37;  
St Hilary Village Hall (Hire of the hall for April's meeting) - £45.00.

**Payments due to be made are:**

Clerk's Salary (May) - £199.48;  
HMRC Tax (May) - £49.80;  
H Embling (Internal Auditor Work for the financial year 2025/2026) - £100.00.  
**Proposed** by Councillor Loch, seconded by Councillor Bonnar and **resolved** that all payments due be made.

**Receipts: First Precept Payment for 2026/2027 - £1,945.00.**

**8.2 Annual Report.**  
The Clerk confirmed that work will start on the Annual Report shortly.

**8.3 Letters of Condolences.**  
Letters of condolence have been sent to Mrs Simpson and Mrs Ilsley on behalf of the Community Council.

**Item 9: To consider and approve the Annual Accounts and the Annual Return for the year ended 31<sup>st</sup> March 2026.**

The Clerk reported that Mrs Embling had completed the Internal Audit, all was fine. Payment to be made of £100.00.

Papers relating to the Annual Return and Annual Accounts, including bank reconciliation, receipts and payments and asset register for the year ended 31<sup>st</sup> March 2026, had been forwarded to Members by e-mail.

**Proposed** by Councillor Bonnar, seconded by Councillor Teague and **resolved** that the Annual Accounts and Annual Return be approved. The Chairperson signed the Annual Return on behalf of the Community Council.

- Item 10: To consider renewal of the Insurance Policy.**  
 The Community Council’s Insurance cover is due for renewal with Zurich Municipal by 12<sup>th</sup> June, cost £241.00 (same as previous year).  
**Proposed** by Councillor Llewellyn, seconded by Councillor Simkiss and **resolved** that the insurance policy should be renewed for a further twelve months.
- Item 11: To report on Highway Issues.**
- 11.1 Councillor Bonnar reported that some highways signs had been dumped in a verge in St Mary Church and the grass cutters had mowed around them. The matter has already been reported to the Vale Council by Councillor Bonnar.
- 11.2 Members discussed the ongoing repairs and maintenance to footpaths in the area. It was reported that the stiles in Coed y Pentre are in need of repair/replacement with gates. Clerk to report to Footpaths Officer.
- 11.3 A request was made for the Village Green in St Hilary to be cut exceptionally to ‘no mow May’ as the village is used for events and for children’s play.
- 11.4 As a health and safety matter, a request for the verges to be cut back at ‘The Rocky’ to improve visibility for motorists.
- Item 12: To discuss the Vale of Glamorgan Community Councils Boundary Changes.**  
 The Clerk reported that she had attended a meeting with the Clerks of Llandow Community Council and Llanmaes Community Council where discussion took place on preparation work and then ongoing work following the Election and the creation of the new Council.  
 Members asked the Clerk to keep a record of additional hours worked caused by the increase in workload due to the Boundary Changes.  
 The Clerk of Llanmaes Community Council had prepared a document with items to be considered in preparation for the changes.
- Item 13: Reports of Representatives.**  
 None.
- Item 14: Correspondence and Publications which do not necessarily require discussion. i.e for noting only – previously sent out by e-mail.**
- 14.1 VGC (Vale of Glamorgan Council) – Business Support Newsletter 24<sup>th</sup> April 2026.
- 14.2 OVW (One Voice Wales) – E Bulletins 22.
- 14.3 OVW – The Voice - Issue 2.
- All items were forwarded to Councillors prior to the meeting and were noted.***
- Item 15: Correspondence from Residents.**
- 15.1 **Application for financial assistance from St Hilary Forum.**  
 An application had been received asking for financial assistance with the cost of replacement of the delapidated bench close to ‘The Clump’ on the Downs at St Hilary.

A bench, similar to the existing one, has been sought and the cost is £398 to include a plaque inscribed with the same detail as the current one.

**Proposed** by Councillor Hitchcock, seconded by Councillor Trigg and **resolved** that £398 is granted to St Hilary Forum for the complete purchase of the new bench and plaque.

**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 approved the payment of £398 to St Hilary Forum.

**Item 16: Planning Matters**

16.1 Planning Application No. **2026/00340/FUL**

Location: Herberts Cottage, St Mary Church

Proposal: Ground Floor Oak-Framed Porch Extension.

**No objection.**

**Item 17: Place, Date and Time of the next Meeting (preceded by the Annual Meeting) - Thursday, 4<sup>th</sup> June 2026, 7.00pm at St Hilary Village Hall.**

..... Chairman.

**Date: 4<sup>th</sup> June 2026.**

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