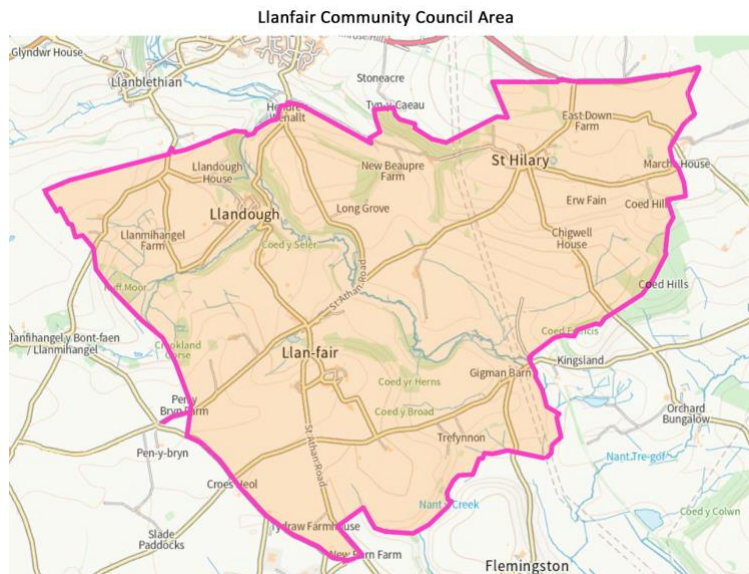


LLANFAIR COMMUNITY COUNCIL

ANNUAL REPORT 2025-2026

Welcome to the final Annual Report of Llanfair Community Council. It's the final because following the Town and Community Elections next May, Llanfair Community Council will be dissolved and the new Council will be Llandow, Llanfair and Llanmaes Community Council. There is more on this change later in this report.

Llanfair Community Council serves the three villages of Llandough, St Hilary and St Mary Church, including The Herberts, in the rural Vale of Glamorgan. Community Council information including Minutes, Agendas of Meetings and the Community Council's finances can be found on the website at: www.llanfaircommunitycouncil.gov.uk



Council Information.

Town and Community Councils Elections are held every five years. The next Election will take place in May 2027.

The Community Council meets once a month, usually on the first Thursday. There is no meeting in August. Meetings are held alternatively at St Hilary Village Hall and Llanfair Primary School and residents are welcome and encouraged to attend.

The Local Government and Elections (Wales) Act 2021 requires that Community Councils must make and publish arrangements for its meetings to ensure that they can take place in a manner which enables people who are not in the same place to attend. Under the arrangements, councils need to take reasonable steps to allow meetings to be held from multiple locations. If the arrangements are revised or replaced the new arrangements must also be published. The minimum requirement is that members are able to hear and be heard by others. Examples of this could include:

- All participants are in the same physical location;
- All participants are in the same physical location except one individual who joins from another location e.g. by video or telephone conference;
- Roughly equal number of councillors are present in a physical space and joining through remote means;
- Wholly through remote means where no physical arrangements have been made.

Whilst physical meetings in the same location are allowable under the 2021 Act, councils must note that the 2021 Act requires that participants (i.e. council members, members of the public and press) are able to join meetings remotely – even if physical meetings are the preferred mode. Access to join a meeting remotely can be arranged through contacting the Clerk who can provide the information required.

There are eight Councillors with five representing Llanfair Ward (covering St Mary Church, Llandough and the Herberts) and three representing St Hilary Ward. The administration of the Community Council is carried out by the Clerk/Responsible Financial Officer, the only paid officer of the Community Council.

Members	Community Council Ward
Cllr Steph Bonnar	Llanfair
Cllr Julian Hitchcock	Llanfair
Cllr Liz Loch	St Hilary
Cllr Mary Llewellyn	St Hilary
Cllr Tim McIlveen	Llanfair
Cllr Ray Simkiss	Llanfair
Cllr Jim Teague	Llanfair
Cllr Shaun Trigg	St Hilary



*(Front row, left to right) - Councillors Mary Llewellyn; Liz Loch & Steph Bonnar.
 (Second row, from left to right) – Councillors Julian Hitchcock; Tim McIlveen; Jim Teague;
 Shaun Trigg & Ray Simkiss.*

Members:

Councillor Stephanie Bonnar (Elected) E-Mail: stephbonnar@hotmail.com <i>Representative on Community Liaison Committee</i>	Llanfair Ward	Independent
Councillor Julian Hitchcock (Elected) E-Mail: julian@townandcountrycollective.co.uk	Llanfair Ward	Independent
Councillor Mary Llewellyn (Elected) E-Mail: maryllew125@gmail.com <i>Representative on the Footpath Forum</i>	St Hilary Ward	Independent
Councillor Liz Loch (Elected) (Chairperson) E-Mail: lizloch.lcc@gmail.com <i>Representative on One Voice Wales</i>	St Hilary Ward	Independent
Councillor Tim McIlveen (Co-opted) E-Mail: tim@fontygary.co.uk	Llanfair Ward	Independent
Councillor Ray Simkiss (Elected) E-Mail: raysimkiss@btinternet.com	Llanfair Ward	Independent
Councillor Jim Teague (Elected) (Vice Chairperson) E-Mail: teague.heddfan@gmail.com	Llanfair Ward	Independent
Councillor Shaun Trigg (Co-opted) E-Mail: shauntrigg@icloud.com <i>Representative on the Footpath Forum</i>	St Hilary Ward	Independent

The Members of the Community Council are summoned to attend meetings via the agenda which is issued by the Clerk at least three clear days before the day of the meeting. The agenda can be viewed either on the Community Council's website or on one of the Community Council's Notice Boards.

Members' Register of Attendance at Meetings of the Community Council. (Including Vale Councillor attendance)

Members	Apr '25	May '25	June '25	July '25	Sep '25	Oct '25	Nov '25	Dec '25	Jan '26	Feb '26	Mar '26
Cllr S Bonnar	√	√	X	√	X	√	X	√	√	X	X
Cllr J Hitchcock	X	X	√	√	X	√	√	√	X	√	√
Cllr M Llewellyn	√	√	√	√	√	√	√	√	X	√	√
Cllr L Loch	√	√	√	√	√	√	√	√	X	√	X
Cllr T McIlveen	√	√	√	X	X	√	X	√	√	√	√
Cllr R Simkiss	√	√	X	√	√	√	√	√	√	X	√
Cllr J Teague	√	√	√	√	X	√	√	√	√	√	√
Cllr S Trigg	√	√	√	√	√	X	X	√	X	√	√
Vale Councillor	X	X	X	X	X	X	X	X	X	X	X

√ Present.

X Absent

Town and Community Council Boundary Review in the Vale of Glamorgan.

Every 10 years, the Unitary Authorities in Wales are expected to review the boundaries of the town and community Councils. The Local Democracy and Boundary Commission for Wales is carrying out the review on behalf of the Vale of Glamorgan Council and their findings and consultations in relation to Llanfair Community Council are detailed below:

Local Democracy Boundary Review.

On 16th April 2024, after considering all responses received, the Local Democracy and Boundary Commission for Wales published its final recommendations for the Vale of Glamorgan's updated Communities.

The recommendation for Llanfair is shown below:

LLANDOW, LLANFAIR AND LLANMAES

The current community council arrangements in Llandow consist of 3 wards: Llandow, Llanmihangel and Llysworney. The community has a total electorate of 594 and is represented by 10 community councillors. The electorate per ward and number of councillors are as follows:

Community Ward	Electorate	Number of Councillors
Llandow	234	4
Llanmihangel	130	2
Llysworney	230	4
Total	594	10

The current community council arrangements in Llanfair consist 2 wards: Llanfair and St Hilary. The Community has a total electorate of 515 and is represented by 8 community councillors. The electorate per ward and number of councillors are as follows:

Community	Electorate	Number of Councillors
Llanfair	320	5
St Hilary	195	3
Total	515	8

The current community council arrangements in Llanmaes consist of a total electorate of 354 and is represented by 7 community councillors.

Community	Electorate	Number of Councillors
Llanmaes	354	7
Total	354	7

The Commission recommended the abolition of the communities of Llandow, Llanfair, and Llanmaes and utilise the 3 areas to form the new Community of Llandow, Llanfair and Llanmaes. This involves the creation of a new community which incorporates 3 neighbouring, rural communities. The recommendation was submitted as an alternative suggestion by Llanmaes Community Council at the initial consultation stage, and the VOGCPWG at the secondary consultation stage to combine these 3 communities to form a 'rural cluster'.

The Commission is of the view that this recommendation provides for more effective and convenient local government. The Commission recommends utilising the existing community ward boundaries of Llandow, Llanmihangel and Llysworney, Llanfair and St Hilary, and the community boundary of Llanmaes to create community wards in the new community.

As a result of these recommendations, the electorate within the new Community of Llandow, Llanfair and Llanmaes will be 1,458.

- The new community ward of Llandow would have 234 electors.
- The new community ward of Llanmihangel would have 130 electors.
- The new community ward of Llysworney would have 230 electors.
- The new community ward of Llanmaes would have 349 electors.
- The new Community ward of Llanfair would have 320 electors.
- The new Community ward of St Hilary would have 195 electors.

As a result of these recommendations the Commission recommends the new English community name of:

Llandow, Llanfair and Llanmaes.

The Commission also recommends the Welsh community name of:

Llandŵ, Llan-fair a Llan-faes.

As a result of these recommendations the Commission recommends the new English community ward name of Llanfair and the Welsh community ward name of **Llan-fair**.

As a result of these recommendations the Commission recommends applying the English community ward name of **St Hilary** and the Welsh community ward name of **Saint Hilari** as recommended by the Welsh Language Commissioner.

Llandow, Llanfair and Llanmaes Community Council (Rural)								
Existing					Recommended			
Wards	Electors	Community Councillors	Electors per Councillor	Variance (CC)	Electors	Community Councillors	Electors per Councillor	Variance (CC)
Llandow	234	4	59	0%	234	2	117	4%
Llanmihangel	130	2	65	10%	130	1	130	16%
Llysworney	230	4	58	-2%	230	2	115	3%
Llanmaes	354	7	51	-14%	349	3	116	4%
Llanfair	320	5	64	8%	320	3	107	-5%
St Hilary	195	3	65	10%	195	2	98	-13%
	1,463	25	59		1,458	13	112	

The Commission notes that the council size policy submitted by VOGCPWG would mean that the Community of Llandow, Llanfair and Llanmaes would be entitled to 10 community councillors which would improve the county wide variance, however, the Commission has recommended that the Community of Llandow, Llanfair and Llanmaes be represented by 13 community councillors to provide acceptable levels of variance and to provide for effective and convenient local government.

The Welsh Government has accepted the final recommendations and therefore a new Community Council 'Llandow, Llanfair and Llanmaes Community Council will be formed following the Election in May 2027. The new Community Council will have 13 Councillors; 2 representing Llandow Ward, 1 representing Llanmihangel, 2 representing Llysworney, 3 representing Llanmaes, 3 representing Llanfair and 2 to represent St Hilary. Instructions for preparation of the changes are now awaited from the Vale of Glamorgan Council.

Council Finance.

The Community Council's income is provided by a precept which is a part of the Council Tax, paid by each household and collected by the Vale of Glamorgan Council. The precept is paid to the Community Council in three parts during the months of April, August and December. For the year 2025/26 the income of the Community Council totalled £6,042 made up of the precept £5,920, bank interest of £27 and a VAT refund of £95.

The expenses of the Community Council include the Clerk's salary, including tax; insurance; subscription to One Voice Wales; small community grants and other items and for the year 2025/2026 totalled £7,117.

Expenditure 2025/2026	Amount £
Subscriptions	172
Administration	1,738
Salaries	2,394
Income Tax	597
Community Grants	1,695
Training	52
Insurance	241
VAT	228
Total Expenditure	7,117

Breakdown of Community Grants

Organisation	Amount	Purpose
St Hilary Forum	£40.00	Remembrance poppies for lamp posts
St Hilary Forum	£300.00	Christmas Activities
Valeways	£100.00	Footpath maintenance
Royal British Legion	£20.00	Remembrance
Wales Air Ambulance	£50.00	Charitable donation
St Mary Church Residents Assoc.	£185.00	Christmas activities
Llanfair Primary School	£1,000.00	Trim Trail Donation
Total	£1695.00	

Payment of Expenses to Councillors for the year 2025/2026.

Councillors can claim expenses for costs incurred in their work as Members of the Community Council and the table below shows the expenses claimed for the 2025/2026.

Councillor Name	Payments for costs incurred in respect of telephone, broadband etc. (max £156 per member)	Responsibility Payment (up to £500 to a maximum of 5 members)	Chair/ Mayor's & Deputy Chair / Mayors Allowance	Travel & Subsistence expenses	Care Allowance (up to a maximum of £403 per member per month)	Printing Allowance	Total
Cllr S Bonnar	-					0.00	0.00
Cllr J Hitchcock	-					0.00	0.00
Cllr M Llewellyn	-					0.00	0.00
Cllr L Loch	-					0.00	0.00
Cllr T McIlveen	-					0.00	0.00
Cllr R Simkiss	-					0.00	0.00
Cllr J Teague	-					0.00	0.00
Cllr S Trigg	-					0.00	0.00
TOTAL	-					0.00	0.00

Annual Audits.

Town and Community Councils are audited twice a year. The first audit is an Internal Audit carried out by an independent person appointed by the Council. The Internal Auditor does a thorough check of the Council's books and accounting procedures and produces a report. Following the Internal Audit, an external audit is carried out by the Wales Audit Office who select particular items to specifically inspect as well as other checks on the Council's procedures. The 'Annual Return' containing the Council's accounting figures and 'Annual Governance' statement with the reports from the auditors for the year ended 31st March 2025 is available to view on the Community Council's website.

Planning Applications.

One of the objectives of the Community Council is to make observations on planning applications, details of which are provided by the Planning Department at the Vale of Glamorgan Council. Planning applications which the Community Council has considered in the past twelve months are listed in the following table. Comments made by the Community Council can be viewed in the Meeting Minutes:

Application No.	Location	Community Council Observation	Vale Council Decision
2025/00481/FUL	3 Church Terrace, St Mary Church	No objection	Approved
2021/01263/FUL	Old Rectory, Llandough	No objection	Decision Pending
2025/00627/FUL	Bron y Garn, St Hilary	No objection	Approved
2025/00354/FUL	Land South Howe Mill Farm, St Mary Church	Concerns	Refused

Application No.	Location	Community Council Observation	Vale Council Decision
2025/00704/FUL	Woodlands Cottage, Lane – Jct Llanmihangel Rd to Jct St Athan Rd	Objection	Refused
2025/01104/FUL	Saers Farm, St Mary Church	No objection	Approved
2025/00820/LBC	Old Rectory, Llandough	No objection	Decision Pending
2025/01130/FUL	Coed Hills, St Hilary	No objection	Decision Pending

Council Business.

- A Representative of South Wales Police sends a report to the Clerk prior to most meetings and attends meetings on occasions.
The report gives an update on incidents of crime in the area since the previous meeting. This can be a very useful source of information which can be shared with residents to raise awareness of possible concerns and warnings of current crime being carried out in the local area.
- Very rarely, one of the three Vale of Glamorgan Council Ward Members will attend.
- The Community Council has the power to give small grants to Community Groups carrying out work/activities within the Community Council’s own area. An application form and information sheet were drawn up and can be accessed from the website or through contacting the Clerk.
- The Community Council has continued to monitor the situation with regard to HGV’s getting ‘stuck’ in St Hilary village causing damage to property and blocking the highway for many hours. Any photographs and information have continued to be collated by the Community Council for forwarding to the Highways Department at the Vale of Glamorgan Council. The Community Council would request that residents who have any documentation continue to forward it to the Clerk for reporting.

Other Information.

- Representatives of the Community Council sit on a number of ‘outside bodies’. One Member of the Council attends meetings of the Local Committee of One Voice Wales (*currently Councillor Liz Loch*); and a Representative of the Council attends Community Liaison Meetings (*currently Councillor Steph Bonnar*) hosted by the Vale of Glamorgan Council.
- Llanfair Primary School is based within the Community Council’s area and a number of Councillors, past and present, have sat as Governors on the Governing Body. *Currently Councillors Bonnar, Llewellyn and Trigg are Governors at the School.*
- *Residents are welcome to contact the Clerk to report any issues or concerns that they want raised with the Community Council. This includes items which are under the responsibility of the Vale of Glamorgan Council.*

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Annual Report of Llanfair Community Council completed 2nd July 2026

Website address: www.llanfaircommunitycouncil.gov.uk

Clerk to the Council: Jackie Griffin.

To contact the Clerk email clerk@llanfaircommunitycouncil.gov.uk