Peterston-super-Ely Community Council
Cyngor Cymuned a Llanbedr-y-Fro

Draft Minutes of the Ordinary Council Meeting held at 7.30pm on the 9th November 2026

Present: CHAIR Cllr. D Cross, VICE CHAIR Cllr. A Phillips, Cllr. S Firth, Cllr. J Drysdale, Cllr. D Meir, Cllr. D Moody-Jones and Cllr. J Jones

Also present: Clerk/RFO : Victoria Andrew and Cllr. M Morgan

Agenda Item	Discussion points	Action	Person
11/01 Apologies for Absence	Cllr. H Potter		
11/02 Disclosures of Personal/Prejudicial Interests	None		
11/03 Requests from the Public and Press	None		
11/04 Vale of Glamorgan Councillor Report	Cllr Morgan provided updates on the following matters: 1. Community Council Facebook Page: The new Facebook page is proving a useful source of information for residents. 2. Speed Limits and Road Safety: Wyndham Park is not considered suitable for a reduction in the speed limit from 60mph to 20mph. Residents concerned about speeding in the village are encouraged to raise their concerns with local PCSOs at the monthly *Cuppa with a Copper* session. 3. Flooding: Following the flooding on 25th October, the Vale of Glamorgan Council promptly closed the road from Gwern y Steeple to prevent vehicles becoming stranded. A tanker cleared the floodwater the following day. The Community Council continues to keep residents informed during flooding incidents. 4. Drain Clearance: Concerns were raised about inconsistent drain clearance at Gwern y Steeple and other known flooding hotspots, including Pont Sarn Lane. Cllr Morgan agreed to contact Kyle at the Vale of Glamorgan Council regarding the preventative flooding plan, copying in the Clerk. 5. Redundant Road Sign: The Vale of Glamorgan Council will arrange for the remaining concrete from the redundant road sign opposite the Rectory to be removed. 6. Proposed Shuttle Bus: Cllr Morgan is due to meet with Kyle from the Vale of Glamorgan	Continue to promote the sessions Contact the Vale of Glamorgan Council regarding drain clearance in the village	Clerk/RFO Cllr. Morgan

Draft

Signed (Chair): Date

Agenda Item	Discussion points	Action	Person
	Council to discuss the proposed shuttle bus service. Cllr Morgan left the meeting at 7.50pm.		
11/05 **Approve Minutes of the Ordinary Council meeting held on the 12th October**	The Chair introduced the minutes of the Ordinary Meeting held on 12th October 2026. It was resolved that the minutes be confirmed as a true and accurate record of the meeting. The minutes were duly signed by the Chair.	Publish the minutes	Clerk/RFO
11/06 **Consider the Forthcoming Monitoring Officer's Visit**	Members noted the forthcoming visit by the Vale of Glamorgan Council's Monitoring Officer to the Ordinary Meeting on 11th January 2027, together with the purpose and arrangements for the visit.		
11/07 **Review planning applications**	None		
11/08 **Review of Correspondence for Action**	Correspondence received for action since the previous Ordinary Meeting was noted.		
11/09 **Approve the Annual Return 2025–2026**	Members considered and approved the Annual Return for the financial year 2025–2026. The document was duly signed by Cllr Cross, Chair of the Council.	Post the Notice of Conclusion of Audit and the notice of the right to inspect the Annual Return on the Council noticeboard and village website	Clerk/RFO
11/10 **Consider Arrangements for repainting the Railway Bridge**	Members noted that Network Rail had no funding available for repainting the bridge but would provide guidance if the Council undertook the work itself. Due to the associated costs, it was agreed that the work could not be progressed during the current financial year. Network Rail also confirmed that the bridge is due for future replacement, although no timescale has been agreed.	Share with residents	Clerk/RFO Cllr. Firth
11/11 **Approve Draft Letter to Network Rail Regarding Dinas Powys Crossing**	Members considered the draft letter to Network Rail regarding Dinas Powys Crossing. The letter was approved, subject to a copy being sent to Cllr Morgan for information.	Send to the Vale of Glamorgan Council; copy in Cllr Morgan	Clerk/RFO
11/12/a **Finance Sub-Committee Report**	Please refer to Appendix 1 for the report The recommendations of the Finance Committee were presented to Full Council for consideration and approval. All recommendations were accepted.	Clerk/RFO Actions 1. Arrange churchyard fee repayment. 2. Apply agreed nominal code to handyman payments 3. Obtain further grant information. 4. Notify grant applicants of decisions.	

Signed (Chair): Date

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		5. Amend Financial Regulations with amendments from Action Plan 6. Review budget cost centres. 7. Prepare revised 2027–2028 budget.	
11/12/b **Village, Assets and Maintenance Working Group Report**	Memorial Bench: Members agreed that the installation location needed to be confirmed. Cllr Firth will liaise with the family, after which the Clerk will arrange installation with Kevyn, the Village Handyman. Playground Equipment: Following the Vale of Glamorgan Council's inspection, Members agreed to accept Urban Recreation's quotation for the replacement and installation of two bucket swing seats. Memorial Field Hedge: Members agreed that Kevyn would be asked to cut back the overgrown brambles at his next visit, weather permitting. Village Maintenance: A resident's request for Kevyn to secure the stones along the top of their wall was noted. However, due to existing maintenance commitments, including the previously requested repainting of the telephone box, it was agreed that this work could not be undertaken at present.	Liaise with the family and Kevyn Inform Urban Recreation Inform Kevyn Inform the resident	Cllr. Firth and Clerk/RFO Clerk/RFO Clerk/RFO Clerk/RFO
11/12/c **MUGA Working Group Report**	Pétanque Court: Cllr Drysdale advised that the estimated cost of installing a court was approximately £3,000. The RFO reminded Members of the quotation requirements under the Financial Regulations: • For expenditure of £500 to under £3,000 (excluding VAT), three quotations should be sought where possible for consideration at an Ordinary Meeting. • For expenditure of £3,000 or more (excluding VAT), three fixed-price quotations must be obtained for consideration at an Ordinary Meeting. Members also noted that a Working Group would be established to assist with the installation. Allotment Water Tanks: Cllr Drysdale reported a blockage within the water tank system. Outdoor Gym Equipment: Members noted that the results of the residents' poll showed support for installing outdoor gym equipment in the Memorial Field. However, following research into the costs of the	Obtain the required quotations Investigate the blockage Inform residents	Cllr Drysdale Cllr. Drysdale Clerk/RFO

Signed (Chair): Date

Agenda Item	Discussion points	Action	Person
	equipment, safety surfacing and installation, it was agreed that there were insufficient funds to progress the project during the current financial year. The proposal will therefore be revisited in the next financial year.		
11/12/d **Clerk's Report**	The Clerk's report was noted.		
11/13 **Consider the impact of the new Roots site**	Members agreed that residents in St Georges should contact their Community Council with any concerns regarding the new Roots site.	Inform residents	Cllr. Jones
11/14 **Finance**	a. The payment schedule for October 2026 was agreed and signed by the Chair and Vice Chair. b. The bank reconciliations for 31 October 2026 were agreed and signed by the Chair and Vice Chair. c. The reissue of the Christmas tree payment was agreed. d. The arrangements and procedures for the newly obtained Council debit card were agreed.	Arrange payment Update the Financial Regulations	Clerk/RFO Clerk/RFO
11/15 **Governance**	Biodiversity Policy: Cllr Moody-Jones advised that further time was required to complete the update of the Biodiversity Policy.	Update the policy Add to the January Ordinary Meeting agenda	Cllr. Moody-Jones Clerk/RFO
11/16 **Review Parish Magazine Copy**	The Council's copy for the December 2026 parish magazine was approved.	Send to the editor	Cllr. Firth
11/17 **Approve Community Grant Fund Applications**	The Council approved the recommendations of the Finance Committee.	Inform applicants and issue grants	Clerk/RFO
11/18 **Development of Footpath**	Footpath – Lanlay to Gwern y Steeple: Members agreed to consider the development of the footpath following the review of the Community Action Plan in February 2027.	Add to the February Ordinary Meeting agenda	Clerk/RFO
11/19 **Community Event**	Members agreed to organise a community event to bring together residents of the new Peterston and St Georges Community Council, which is to be established in May 2027. A Working Party will be formed to coordinate and organise the event.	Discuss with the Clerk of St Georges and St Brides Community Council	Clerk/RFO
11/20 **Items for the Next Meeting**	None		
11/21 **Date of Next Council Meeting**	The next Ordinary Meeting will be held on 11 January 2027.		

The meeting closed at 9.15pm

Signed (Chair): Date