

Minutes of the meeting of Llantwit Major Town Council held on Thursday, 26th. January, 2012, at 7.00pm. at the Council Chamber, Old School, Wine Street, Llantwit Major.

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| Present; | Chairman | Councillor E. Williams. – Town Mayor. |
| | Councillors | D. Lane.) BOVERTON WARD. |
| | | R. Gant.) |
| | | K. Geary.) |
| | | Mrs. A. James.) NORTH WARD. |
| | | R. Downe.) |
| | | E. Hacker.) |
| | | Mrs. M. Lane.) SOUTH EAST WARD. |
| | | R. Austin.) |
| | | G. John) WEST WARD. |

Members of the public.

Member of the press.

Apologies for absence were received from;

Councillor. G. Fletcher- Illness.

Councillor. J. Clifford-Prior Engagement.

Councillor. Mrs. S. Bagstaff- Illness

Councillor. Mrs. A. Matthews-Prior Engagement.

There were no Declaration of Interest forms received.

628. ITEM BROUGHT FORWARD.

COMMUNITY CONSTABLE.

To receive Community Constable report.

P.C. Malone informed Councillors that in the 42 days since the last report there had been a total of 23 crimes, of these 14 had been detected. There had been no major incidents of assault or burglary. Generally the Christmas and New Year periods had been quiet. Intelligence had been received about a possible fight being arranged between rival groups of youths from Llantwit Major and Barry. This matter had been dealt with by intercepting the Barry Group at the train station and marching them over the bridge and placing them on the next train back to Barry. Warnings had been issued and no reoccurrence had taken place. Regarding Councillors previous requests for Anti-Social behaviour figures, these had seen a 37% decrease since last year down to 77 recorded incidents.

There were no further questions, PC Malone was thanked for his attendance and providing the anti-social behaviour figures. The officer then left the chamber.

Councillor E. Hacker entered the Chamber.

629. TO RECEIVE MR. RICHARD LEE FROM WELSH AMBULANCE SERVICE.

Councillor E. Williams then welcomed Mr. Richard Lee, the Operational Manager for Ambulance Services in the South Wales area to the Chamber. Mr. Lee gave a presentation and provided a written hand out to the meeting regarding Ambulance Services in the South Wales area and in particular Llantwit Major. The presentation covered the new configuration of classifying emergency calls for ambulances. Identifying criteria and appropriate responses to emergency calls. Explanation of maps and graphs shown within hand out showing breakdown of response times and targets met on an area postcode basis. This information would be provided on a regular basis to all Town/Parish and local Councils as part of an on-going commitment to improve the service.

At the conclusion of the presentation Councillor E. Williams asked Councillors permission to suspend standing Orders to allow questions to be put to Mr. Lee. This was agreed.

STANDING ORDERS WERE SUSPENDED.

Councillors and members of the public then asked a number of questions. At the conclusion of questions Councillor E. Williams thanked Mr. Lee for his attendance at the meeting.

STANDING ORDERS WERE THEN REINSTATED.

Councillor E. Williams then asked Councillors permission to adjourn the meeting for five minutes to allow the room to be cleared. This was agreed and the meeting adjourned.

630. MINUTES.**Full Town Council meeting held on 15th. December, 2011.**

The minutes of the Full Town Council meeting held on 15th. December, 2011, had previously been circulated to the Council members.

RESOLVED: That the minutes of the Full Town Council meeting held on 15th. December, 2011, be adopted and accepted as a true record.

Report of 5 Year Plan Committee meeting held on 15th. December, 2011.

The report of the 5 Year plan Committee meeting held on 15th. December, 2011, had previously been circulated to the Council members.

RESOLVED: That the report of the 5 Year Plan Committee meeting held on 15th. December, 2011, be adopted and accepted as a true record and all recommendations be actioned by the Town Clerk.

Report of Boverton Road Regeneration Sub-Committee meeting held on 16th. December, 2011.

The report of the Boverton Road Regeneration Sub-Committee meeting held on 16th. December, 2011, had previously been circulated to the Council members.

RESOLVED: That the report of the Boverton Road Regeneration Sub-Committee meeting held on 16th. December, 2011, be adopted and accepted as a true record and all recommendations be actioned by the Town Clerk.

Report of Boverton Road Regeneration Sub-Committee meeting held on 6th. January, 2012.

The report of the Boverton Road Regeneration Sub-Committee meeting held on 6th. January, 2012, had previously been circulated to the Council members.

RESOLVED: That the report of the Boverton Road Regeneration Sub-Committee meeting held on 6th. January, 2012, be adopted and accepted as a true record and all recommendations be actioned by the Town Clerk.

Report of Footpath Forum meeting held on 9th. January, 2012.

The report of the Footpath Forum meeting held on 9th. January, 2012, had previously been circulated to the Council members.

RESOLVED: That the report of the Footpath Forum meeting held on 9th. January, 2012, be adopted and accepted as a true record and all recommendations be actioned by the Town Clerk.

Report of Planning Committee meeting held on 10th. January, 2012.

The report of the Planning Committee meeting held on 10th. January, 2012, had previously been circulated to the Council members.

RESOLVED: That the report of the Planning Committee meeting held on 10th. January, 2012, be adopted and accepted as a true record and all recommendations be actioned by the Town Clerk.

Report of Finance Committee meeting held on 10th. January, 2012.

The report of the Finance Committee meeting held on 10th. January, 2012, had previously been circulated to the Council members. Councillor E. Williams informed Councillors that item 7 of this report would need to be further discussed later in the meeting, therefore the report could be agreed subject to item 7 being decided later in the meeting. This was agreed

RESOLVED: That with the exception of item 7, the report of the Planning Committee meeting held on 10th. January, 2012, be adopted and accepted as a true record and all recommendations be actioned by the Town Clerk.

Report of Planning Working Group meeting held on 18th. January, 2012.

The report of the Working Group meeting held on 18th. January, 2012, had previously been circulated to the Council members.

RESOLVED: That the report of the Working Group meeting held on 18th. January, 2012, be adopted and accepted as a true record and all recommendations be actioned by the Town Clerk.

631. ITEM.**Signing of minutes.**

Councillors duly noted that the Mayor would sign the minutes at the end of the meeting.

Town Mayor.

Councillors had previously been circulated with a copy of the Town Mayors engagements for the period 16th. December, 2012, to 25th. January, 2012. Noted.

Questions to the Mayor.

There were no questions to the Mayor.

632. COUNCIL MEETINGS.**Council Meetings.**

Councillors had previously been circulated with a copy of Council Meetings for the month of February, 2012. Noted.

Discussion regarding Building and Receptions meeting of 16th. February, 2012.

Brief discussion followed regarding the date of the Building and Receptions meeting with Councillors agreeing the date of 16th. February, 2012, was confirmed. Councillor G. John gave his apologies for absence in advance of the meeting.

633. PROCEDURAL MATTERS.**Action Tracker.**

Councillors had previously been circulated with a copy of the Action Tracker. Councillor R. Downe enquired about the current situation regarding the Cemetery Database. Councillors agreed a letter should be sent to find out when the database would be completed.

RESOLVED: That a letter be sent to Mr. Matthews asking for up-date on the completion of the Cemetery Database.

Councillor Mrs. A. James enquired about the Culvert issues at the West End Pool. The Town Clerk informed the meeting that some old paperwork had been located. However, that paperwork was of no assistance and therefore the Town Clerk would begin the process from scratch and report back to the Town Council when appropriate.

Llantwit Major Town Council Complaints Procedure.

Councillors had previously been circulated with a copy of a new Town Council Complaints Procedure.

RESOLVED: That the Town Council adopt the new Town Council Complaints Procedure.

Llantwit Major Town Council Grant Awarding policy and Application Form.

Councillors had previously been circulated with a copy of a new Llantwit Major Town Council Grant Awarding policy and Application Form.

RESOLVED: That the Town Council adopt the new Llantwit Major Town Council Grant Awarding Policy and Application Form.

Chairman of Buildings and Recreation Committee to also sit on 5 Year Plan Committee.

Brief discussion followed regarding the disposition of members of the 5 Year Plan Committee. Councillors agreed this subject should be deferred to the Annual Meeting at the inception of the new Town Council following May's elections.

RESOLVED: That discussion regarding the composition of the 5 Year Plan Committee be deferred until the next Annual Meeting of the Town Council.

634. FINANCE.**Expenditure for the period 8th. December, 2011, to 18th. January, 2012.**

Councillors had previously been circulated with a copy of the expenditure for the period 8th. December, 2011, to 18th. January, 2012. Noted.

Income for the period 8th. December, 2011, to 20th. January, 2012.

Councillors had previously been circulated with a copy of the Income for the period, 8th. December, 2011, to 20th. January, 2012. Noted.

To ratify Precept Amount for 2012/13 as discussed at the Finance Meeting of 10th. January, 2012.

Councillors had previously been circulated with a copy of a report requesting that the Precept amount recommended by the Finance Committee of £214,590.00 for the year 2012/2013 be ratified.

RESOLVED: That the Vale of Glamorgan Council's Revenue and Benefits Manager be advised that the Town Council's 2012/2013 precept requirement would be £214, 590.00, as resolved by the Finance meeting held on 10th. January, 2012.

Discuss further contributions to the National Eisteddfod 2012.

Councillors had previously been circulated with a copy of a letter received from the National Eisteddfod. Councillor R. Downe expressed his concern to Councillors regarding disabled access Should the Town Hall be hired out as part of the Eisteddfod events. As disabled access was limited within the building there must be concern that the Town Council could receive criticism for allowing events which then failed to afford access to certain groups of people. Councillor G. John suggested that any group proposing to hire the facility should be made fully aware of the restrictions placed on access to the building. The Town Council were contributing to the Eisteddfod by allowing use of its facilities free of charge and hirers should be made aware of alternative facilities if access was an issue. He suggested that Councillor Mrs. S. Bagstaff could consult with Claire Evans in the Vale of Glamorgan Council to ensure that the promotion of events was not affected by this issue in the Town Hall. Councillors also suggested that Ellis Whittam be contacted to confirm whether there were any legislative matters that were of concern to the Town Council as regards disabled access.

RESOLVED: That Councillor Mrs. S. Bagstaff take the lead to consult with local groups and Vale of Glamorgan Council to ensure access issues to the Town hall were resolved prior to hirers use of the facility.

RESOLVED: That the Town Council contact Ellis Whittam to clarify any legislative issues regarding Disabled Access to the Town Hall.

Letter from Bowls Club regarding Rink Fees.

Councillors had previously been circulated with a copy of a letter received from the Bowls Club regarding fees to be set for the 2012 season. Brief discussion followed with Councillors agreeing that the fees for persons living inside the parish should be lower than those residing outside the parish.

RESOLVED: That the fees charged to persons residing inside the parish of Llantwit Major should be the lower than those residing outside the Parish. Therefore all hiring fees as discussed at the Finance Committee meeting 10th. January, 2012, be adopted and accepted.

RESOLVED. That the Bowls Club suggested Rink fees for 2012, be accepted.

635. DEVELOPMENT.**Planning application decisions by the Vale of Glamorgan Council.**

Councillors had previously been circulated with a copy of the planning application decisions from The Vale of Glamorgan Council. Noted.

Letter from Barry Town Council regarding presentation by the Planning Inspectorate.

Councillors had previously been circulated with a copy of a letter received from the Barry Town Council regarding a presentation by the Planning Inspectorate.

RESOLVED: That Councillor K. Geary attend that presentation to represent the Town Council.

636. CEMETERY.

The following Burial matters were noted.

- 1) Burial of Betty Jones in Grave 42A (re-open) on 16th. December, 2012.
- 2) Burial of Cremated remains of Neville Carr in Grave No. C255 (re-open) on 29th. December, 2011.
- 3) Burial of cremated remains of Kelly Shanklin in Grave No. Hj5 (new grave) on 6th. January, 2012.
- 4) Burial of cremated remains of William John Bounds in Grave No. Hj6 (new grave) on 13th. January, 2012.
- 5) Burial of cremated remains of Kenneth Clifford Kirkham, in Grave No. Hc10 (re-open) on 20th. January, 2012.
- 6) Burial of Catherine Mary Powell in Grave No. 111A (re-open) on 21st. January, 2012.

RESOLVED: That approval be granted for the Exclusive Right of Burial Certificate to be Issued and sealed on behalf of the Town Council in respect of matters 3 and 4.

Agenda brief regarding Scattering of Ashes Section.

Councillors had previously been circulated with an agenda brief regarding the scattering of ashes section. Brief discussion followed regarding the purchase of roses for the ashes section.

RESOLVED: That the Town Council purchase 12 Rose Bushes from David Austin Roses of the James Galway thornless variety at a cost of £144.00 Inc. VAT.

637. RECREATION AND OPEN SPACES.**Vale of Glamorgan Council Playground Inspection/Maintenance Logs for 5th. January, 2012.**

Councillors had previously been circulated with copies of the Vale of Glamorgan Council Playground Inspection/Maintenance Logs for 5th. January, 2012. Noted.

Quotation for Bedding Plants for Town Council.

Councillors had previously been circulated with a copy of a quotation for supply of Bedding Plants for the Town Council.

RESOLVED: That the Town Council purchase Bedding Plants from Boverton Nurseries at total cost of £564.96 Inc. VAT.

638. TOWN HALL.

Councillors had previously been circulated with an agenda brief regarding the Town Hall Parking Space. Brief discussion followed regarding the request from the owner of Mintfield House that three cars be registered as able to use the parking space and that the sign be replaced with one reading Private Parking. Councillors agreed that it was not necessary to register three vehicles separately. As long as they were owned by the householder would be sufficient.

RESOLVED: That the resident of Mintfield be asked to sign the agreement as previously requested by the Town Council and that the licence be amended to state that a car owned by the resident be allowed to use the parking space and that as previously discussed the sign be removed.

Agenda brief regarding meeting with CRC on Old School and Town Hall.

Councillors had previously been circulated with a copy of an agenda brief regarding a meeting held with CRC on the Old School and Town Hall. The meeting was to discuss possible Grants available for the Old School roof and the Town Hall Clock. It is believed Grants are available for both projects

RESOLVED: That the Town Council make the necessary Grant applications in relation to the Old School and Town Hall

Update regarding Town hall drains.

The Town Clerk informed Councillors that following the recent CCTV survey a further problem had been discovered on the Burial Lane side of the building. Welsh Water had attended and stated this was not their drain. An officer from the Vale of Glamorgan Council had also attended and looked at the drain, there was some uncertainty as to whether the Vale of Glamorgan Council were responsible and further enquiries would have to be made to establish ownership of the drain.

639. LLANTONIAN HALL.**Email from Cardiff and Vale University Health Board regarding hire of Llantonian Hall.**

Councillors had previously been circulated with a copy of an email from the Cardiff and Vale Health Board regarding the hire of Llantonian Hall. Brief discussion followed with Councillors agreeing that the Charity rate for hire of the Llantonian Hall be applied in this case.

RESOLVED: That the Cardiff and Vale University Health Board be charged the Charity rate for the hire of the Llantonian Hall.

640. LORNA HUGHES PARK.

Email Fields in Trust correspondence and Deed of Dedication.

Councillors had previously been circulated with a copy of an email received from Fields in Trust regarding Deed of Dedication. Brief discussion followed with Councillors agreeing to proceed with the Deed of Dedication.

RESOLVED: That the Town Council proceed and sign the Deed of Dedication for Lorna Hughes Park.

641. VALE OF GLAMORGAN COUNCIL.

Vale of Glamorgan Councillors report.

Councillor G. John informed Councillors that there was soon to be consultation regarding the Local Development Plan for the Vale of Glamorgan. The Vale of Glamorgan Council will pass a copy to the Town Council as part of the consultation process and the plan will cover the next 15 year period. It was important that Town Councillors made themselves aware of the contents of the development plan which included future possible building of homes in and around the town.

Councillor Mrs. A. James left the Chamber.

Letter Vale of Glamorgan Council regarding Queens Diamond Jubilee Beacons.

Councillors had previously been circulated with a copy of an email received from the Vale of Glamorgan Council regarding the Queens Diamond Jubilee Beacons. Brief discussion followed, Councillor Williams informed Councillors that St. Illtyds Church were still considering their position on lighting the Beacon on the Church Tower. Other sites were suggested such as the Dove Cote field and the Windmill off Windmill Lane. Councillor G. John suggested that the Town Study Group which was due to meet shortly could look at this event and possibly create a small sub-committee to coordinate events and look more closely at the planning.

RESOLVED: That the Town Council write to the Vale of Glamorgan Council to inform them that The Town Council will be assisting with the event, however at this time no firm plan had been agreed.

FURTHER RESOLVED: That the Town Council agrees to put £450.00 towards a contribution for the Beacon if required.

Letter from the Vale of Glamorgan Council regarding Council meetings.

Councillors had previously been circulated with a copy of a letter received from the Vale of Glamorgan Council regarding Council meetings. Noted.

Letter from Vale of Glamorgan Council regarding Conservation Area Advisory Group Agendas.

Councillors had previously been circulated with a copy of a letter received from the Vale of Glamorgan Council regarding Conservation Area Advisory Group Agendas. Noted.

Agenda for Vale of Glamorgan Council Extraordinary Meeting, 25th. January, 2012.

Councillors had previously been circulated with a copy of an Agenda for Vale of Glamorgan Council Extraordinary Meeting, 25th. January, 2012. Noted.

642. WELSH ASSEMBLY GOVERNMENT.**Letter regarding The Stopping Up of Highways (Hillhead, Llantwit Major, Vale of Glamorgan) Order 2012.**

Councillors had previously been circulated with a copy of a Letter regarding The Stopping Up of Highways (Hillhead, Llantwit Major, Vale of Glamorgan) Order 2012. Noted.

Letter regarding Consultation on Local Government Byelaws (Wales) Bill.

Councillors had previously been circulated with a copy of a Letter regarding the Consultation on Local Government Byelaws (Wales) Bill. Noted.

Letter regarding Marine and Coastal Access Act, 2009: Part 4 Marine Licensing.

Councillors had previously been circulated with a copy of a Letter regarding the Marine and Coastal Access Act, 2009: Part 4 Marine Licensing. Noted.

643. PUBLICATIONS RECEIVED.**Receipt of Network Wales Issue 436. 14TH. December, 2011.**

Councillors were made aware that the Town Council Office was in receipt of Network Wales Issue 436. 14th. December, 2011. Noted.

Receipt of Network Wales Issue 437. 11TH. January, 2012.

Councillors were made aware that the Town Council Office was in receipt of Network Wales Issue 437. 11th. January, 2012. Noted.

Agenda for Llanilltyd Fawr in Flower Group AGM 17th. January, 2012.

Councillors were made aware that the Town Council Office was in receipt of the Agenda for Llanilltyd Fawr in Flower Group AGM 17th. January, 2012.

644. MISCELLANEOUS.**Letter from Ros Lewis regarding the Eisteddfod plans.**

Councillors had previously been circulated with a copy of a Letter received from Ros Lewis Regarding Eisteddfod plans. Brief discussion followed with Councillors agreeing that the Town Mayor should attend the launching event on 29th. February, 2012.

RESOLVED: That the Town Mayor attend the lunching event for the Eisteddfod on 29th. February, 2012.

Letter from J. Robinson regarding Christmas Lights and Chamber of Trade.

Councillors had previously been circulated with a copy of an edited version of emails passed between Mrs J. Robinson and the Chamber of Trade regarding the Christmas Lights. Brief discussion followed with a number of Councillors expressing the view that this item should not have been placed on the agenda as it dealt with private correspondence between individual outside of the Town Council. The item was therefore noted.

Agenda brief regarding the School Garden Competition.

Councillors had previously been circulated with an agenda brief regarding the School Garden Competition. Brief discussion followed with Councillors agreeing not to purchase new shields, but to place the winners names onto the rear of the existing shield and continue to use the front of the Shield with new plaques. Councillor E. Williams informed Councillors that the obvious theme for this year's gardens should be the Queens Diamond Jubilee.

RESOLVED: That the Town Council continue to use the existing shields to present to the winning Schools in the School Garden Competition.

FURTHER RESOLVED: That the theme for this year's School Garden Competition be the Queens Diamond Jubilee.

Agenda brief regarding the Town Hall Cup.

Councillors had previously been circulated with an agenda brief regarding the Town Council Cup. Brief discussion followed with Councillors agreeing to purchase a new Nickel Plated Cup and have it engraved accordingly.

RESOLVED: That the Town Council purchase a fourteen and half inch Nickel Plated Cup at a Cost of £97.50 Inc. VAT and the Cup be engraved at a small additional cost.

Letter from Major Music regarding Grant Funding.

Councillors had previously been circulated with a copy of a Letter received from Major Music regarding a request for a letter of support from the Town Council.

RESOLVED: That the Town Council write a letter of support to Major Music to assist in Grant Funding.

Copy of letter from Ministry of Defence regarding moving of technical training from St Athan To RAF Lynham.

Councillors had previously been circulated with a copy of a Letter received from Ministry of Defence regarding moving of technical training from St Athan to RAF Lynham. Noted.

Email from Marcon Services regarding Grounds Maintenance.

Councillors had previously been circulated with a copy of an email received from Marcon Services Regarding Grounds Maintenance. Councillors were in agreement that if company was a local company their name could be added to the tenderers list.

RESOLVED: That enquiries be made to establish location of Company and if locally based they be placed on Town Council tenderer list.

Letter from Alun Cairns MP regarding advice surgery on Grant and Lottery Funding.

Councillors had previously been circulated with a copy of a Letter received from Alun Cairns MP regarding advice surgery on Grant and Lottery Funding. Noted.

Signed.....

Mayor.

Date.....

645. PART II.

The Public and Press may be excluded from the meeting during consideration of the items in Accordance with Section 100a(4) Of the Local Government Act, 1972.

Information regarding Pension Contributions.

Councillors had previously been circulated with information regarding Pension Contributions. Noted.

Signed.....
Mayor.

Date.....