

Minutes of the meeting of Llantwit Major Town Council held on Thursday, 23rd. February, 2012, at 7.00pm. at the Council Chamber, Old School, Wine Street, Llantwit Major.

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

Member of the press.

Apologies for absence were received from;

Councillor. G. Fletcher- Illness.
 Councillor. J. Clifford-Prior Engagement.
 Councillor. E. Hacker-Prior Engagement.
 Councillor. R. Austin-Prior Engagement

Declaration of Interest forms were received from Councillors.

646. ITEM BROUGHT FORWARD.

COMMUNITY CONSTABLE.

To receive Community Constable report.

PC Malone informed Councillors that since the last meeting 28 days ago there had been a total of 12 crimes, of these 6 had been detected. There had been some youth annoyance problems in the Crawshay Drive area and this was being monitored. Llantwit Major Police Station had been mentioned in the press this week, the station was to remain open. As a result of a re-structuring process the response officers would now be booking on in Penarth, however the community officers would still book on for duty at Llantwit Major Police Station. This did not mean a reduction in Police cover, in fact there may be addition resources deployed to the station. Councillor R. Gant asked if it was correct that South Wales Police were recruiting 200 new PCSO's and would Llantwit Major have new officers. PC Malone informed Councillors that he did not know how those officers would be deployed. Councillor R. Gant asked if new facilities to report crimes were being made available. PC Malone explained that mobile police stations were operating within the area and the current 101 system was to be expanded in April, incidents could now be reported on line. The process of dealing with persons taken into custody was being changed, persons would now be taken to one of three new centres and once there they would be dealt with by staff from within the units, this would allow officers to return to frontline duties far quicker.

There were no further questions, PC Malone was thanked for his attendance and he then left the Chamber.

647. MINUTES.

Full Town Council meeting held on 26th. January, 2012.

The minutes of the Full Town Council meeting held on 26th. January, 2012, had previously been circulated to the Council members.

RESOLVED: That the minutes of the Full Town Council meeting held on 26th. January, 2012, be adopted and accepted as a true record.

Report of Town Study Group meeting held on 13th. February, 2012.

The report of the Town Study Group meeting held on 13th. February, 2012, had previously been circulated to the Council members.

RESOLVED: That the report of the Town Study Group meeting held on 13th. February, 2012, be adopted and accepted as a true record and all recommendations be actioned by the Town Clerk.

Report of Working Group meeting held on 15th. February, 2012.

The report of the Working Group meeting held on 15th. February, 2012, had previously been circulated to the Council members.

RESOLVED: That the report of the Working Group meeting held on 15th. February, 2012, be adopted and accepted as a true record and all recommendations be actioned by the Town Clerk.

648. 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 26th. January, 2012, to 22th. February, 2012. Noted.

Questions to the Mayor.

There were no questions to the Mayor.

649. COUNCIL MEETINGS.

Council Meetings.

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

650. PROCEDURAL MATTERS.**Action Tracker.**

Councillors had previously been circulated with a copy of the Action Tracker. Councillor R. Gant informed Councillors that there may need to be further discussion about the funding for the new toilet facilities in the Old School, he would brief Councillors at the Full Town Council Meeting at the end of March. Councillor Mrs. A. James enquired about the drainage issues at the Town Hall. The Town Clerk informed the meeting that Vale of Glamorgan Council were awaiting the arrival of some new equipment to help identify the cause of the problem.

Llantwit Major Town Council Smoking Policy.

Councillors had previously been circulated with a copy of a new Town Council Smoking policy.

RESOLVED: That the Town Council adopt the new Town Council Smoking Policy.

Llantwit Major Town Council email disclaimer.

Councillors had previously been circulated with a copy of a proposed Llantwit Major Town Council Email disclaimer wording. Councillor K. Geary informed Councillors that it was important to have this wording in place.

RESOLVED: That the Town Council adopt the new Llantwit Major Town Council email disclaimer wording for use with emails sent by the Town Council.

Llantwit Major Town Council Staff Appraisal Policy.

Councillors had previously been circulated with a copy of a new Town Council Staff Appraisal Policy. Councillor Mrs. S. Bagstaff informed Councillors that this was good management policy and should be accepted.

RESOLVED: That the Town Council adopt the new Llantwit Major Town Council Staff Appraisal Policy.

Bank Holiday dates 2012/13.

Councillors had previously been circulated with a copy of Bank Holiday dates for 2012/13. Noted.

651. FINANCE.**Expenditure for the period 23rd. January, 2012, to 15th. February, 2012.**

Councillors had previously been circulated with a copy of the expenditure for the period 23rd. January, 2012, to 15th. February, 2012. Noted.

Income for the period 20th. January, 2012, onwards.

There were no income figures due to the accounts books being held by the accountants.

Email and Insurance renewal documents, Zurich Insurance.

Councillors had previously been circulated with a copy of an email and insurance renewal documents from Zurich Insurance. Councillor E. Williams informed Councillors that since the email had been received the Town Hall Office had received a further quotation from another company which had been recommended by the SLCC. At this point both quotations needed

further consideration because of the difference in price and cover offered. Councillors agreed that a Special Meeting of the Full Town Council be called after the Buildings and Receptions meeting on 1st. March, 2012.

RESOLVED: That a Special Meeting be called for 1st. March, 2012 at no earlier than 8.00pm, to discuss the renewal of the Town Council Insurance Policy.

Annual Return Statement of Accounts to 31st. March, 2011.

Councillors had previously been circulated with a copy of the Statement of Accounts and Annual Governance Statement to 31st. March, 2011.

RESOLVED: That the Town Council accept the Statement of Accounts and Annual Governance statement dated 31st. March, 2011.

Membership and Subscription Walkers are Welcome.

Councillors had previously been circulated with a copy of a letter from Walkers are Welcome Towns Network. Brief discussion followed regarding walks around the town and how these were being advertised. The current E Trails were not being marketed very well. A previous bar code system which had been piloted in Llantwit Major had never been followed up and implemented. Councillors agreed that the current subscription should be renewed.

RESOLVED: That the Town Council pay the subscription for membership of Walkers are Welcome 2013 in the sum of £50.00

Membership to WCVA renewal 2011-2012.

Councillors had previously been circulated with a copy of a letter for renewal of membership of the WCVA 2011-2012.

RESOLVED: That the Town Council renew the membership to the WCVA for 2011-2012 in the sum of £30.00

Letter from Vale of Glamorgan Council regarding Community Action Self Help (C.A.S.H) Grants, 2012/13.

Councillors had previously been circulated with a copy of a letter from the Vale of Glamorgan Council regarding Community Action Self Help (C.A.S.H) Grants 2012/13.

RESOLVED: That the Town Council should proceed with a Grant application for the new toilets in the Old School.

652. 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.

Planning observations to Vale of Glamorgan Council from Llantwit Major Town Council.

Councillors had previously been circulated with a copy of a report of planning observations to Vale of Glamorgan Council from Llantwit Major Town Council. Noted.

Letter from Barry Town Council regarding presentation by Planning Inspectorate.

Councillors had previously been circulated with a copy of a letter from Barry Town Council regarding a presentation by the Planning Inspectorate. Councillor G. John informed Councillors that the Planning Inspectorate had caused problems in the past because Inspectors were not always fully aware of the circumstances and local issues affecting planning applications. It was important therefore that this presentation be attended by Councillors from the Town Council to make sure mistakes were not made in the future. Brief discussion followed and it was agreed that Councillor R. Geary would attend, as would Councillor D. Lane. Councillor G. John offered to act as backup if necessary.

RESOLVED: That Councillor K. Geary and Councillor D. Lane attend the meeting.

E-mail from the Vale of Glamorgan Council regarding the Local Development Plan (LDP).

Councillors had previously been circulated with a copy of an e-mail from the Vale of Glamorgan Council regarding the Local Development Plan (LDP). Councillor G. John informed Councillors that the LDP was a very important document and contained proposals which could greatly affect the town of Llantwit Major in the near future and all Councillors should go to the LDP Consultation. Councillor R. Gant suggested that the Town Council should formulate a formal response to the LDP and bring this subject up at the Full Town Council meeting in March, 2012.

RESOLVED: That the Town Council add the subject of the Local Development Plan to the next Full Town Council meeting agenda.

Letter from Vale of Glamorgan Council regarding the Local Development Plan Deposit Plan Consultation.

Councillors had previously been circulated with a copy of a letter from the Vale of Glamorgan Council regarding the Local Development Plan Deposit Plan Consultation. Noted.

Letter Vale of Glamorgan Council regarding Town and Country Planning Act, 1990 (As Amended)-Section 78 Appeal.

Councillors had previously been circulated with a copy of a letter from the Vale of Glamorgan Council regarding the Town and Country Planning Act, 1990 (As Amended)-Section 78 Appeal. Councillor G. John informed Councillors that the original application had been turned down due to vehicular access concerns, this being a very busy section of road with a pedestrian crossing and school access points at the proposed access point to the development. Had vehicle access been restricted then there may be grounds for not objecting to the application, however this was not the case and he would be writing to the Vale of Glamorgan Council to state his objection to application. Noted.

653. CEMETERY.

There were no Burial matters.

Agenda brief regarding purchase of new Cemetery Land-Globe Fields.

Councillors had previously been circulated with a copy of an agenda brief regarding the purchase of new Cemetery land at the Globe Fields. Noted.

654. RECREATION AND OPEN SPACES.**Vale of Glamorgan Council Playground Inspection/Maintenance Logs for 3rd. February, 2012.**

Councillors had previously been circulated with copies of the Vale of Glamorgan Council Playground Inspection/Maintenance Logs for 3rd. February, 2012. Noted.

To discuss date for Buildings and Receptions Committee meeting 1st. March, 2012.

This matter had been dealt with earlier in the meeting.

655. TOWN HALL.**Agenda brief regarding Flag Poles-Town Hall.**

Councillors had previously been circulated with a copy of an agenda brief regarding the Flag poles on the Town Hall. The Town Clerk informed Councillors that issues regarding the planning application had become very protracted. Councillor R. Austin was planning further consultation with the Vale of Glamorgan Council Planning Department. Councillor Mrs. S. Bagstaff informed Councillors that at this time it would be prudent to allow Councillor R. Austin to continue with his efforts to resolve the planning issues and the Town Hall staff should not become further involved in the matter. Councillor G. John informed Councillors that it was very important that every effort be made to fly the Welsh flag on St David's Day. Councillors expressed concern that the funding for the poles should be ring fenced and carried over into the next financial year. Councillor Gant confirmed that this would be the case.

RESOLVED: That Councillor R. Austin continue to deal with the installation of the new flag Poles on the Town Hall.

656. OLD SCHOOL.**Quotation for new oil tank at Old School, Llantwit Major.**

Councillors had previously been circulated with a copy of a quotation from OFL for the replacement of the Oil Tank at the Old School, Llantwit Major. Brief discussion followed with Councillors agreeing that the oil tank should be replaced. Councillor R. Gant informed Councillors that the Town Clerk was currently authorised to deal with financial matters to a limited amount. In situations like this it would be preferable if the Town Clerk could deal with matters like this rather than keep referring it to the Full Town Council. The Town Council should review the current Town Clerks powers to deal with financial matters at the next meeting.

RESOLVED: That the Town Council purchase a new oil tank for the Old School, Llantwit Major from Oil Facilities Limited in the sum of £2,136.00 Inc. VAT.

RESOLVED: That the Town Council discuss a change of financial arrangements for the Town Clerk Deal with matters at the next meeting of the Full Town Council.

Signed letter by three Councillors regarding Grant Applications, Roof of Old School, requesting this subject be brought back to the full Town Council for further discussion and an agenda brief.

Councillors had previously been circulated with a copy of a letter signed by three Councillors requesting that the matter of Grant Applications for the roof of the Old School, Llantwit Major be

brought back to the Full Town Council for further discussion along with an agenda brief. Councillor Mrs. S. Bagstaff informed Councillors that as a result of further enquiries it had been discovered that Spanish and Canadian slate had a life span of approximately 30 years. Welsh slate because of its qualities had a much longer life but was far more expensive. This would impact on the cost of the new roofing, but clearly the Town Council would face replacing the roof far more quickly if the cheaper slates were used. The Town Council were already committed to paying for a previous loan until 2017. A check of the last building survey from 2009 had concluded that there were no major issues about the roof condition. The roof had also been looked at again recently by another company and they had concluded that there were no major issues with the roofing and the current condition of the roof appeared quite good and would probably not require large scale maintenance for 5 to 10 years. In view of these circumstances it may therefore be better to use funds or grants to replace or upgrade other parts of the building such as the windows which had been identified in the building survey as important. Councillor R. Gant informed Councillors that the previous loan did run until 2017, at the current time the Town Council had committed itself to placing £8,000.00 per year to put towards the new roof. It was clear therefore that the longer the Town Council had to save that money the better chance there was of being able to replace the roof with Welsh Slate in several year's time. He proposed that the Town Council look again at a Salix loan. Councillor Mrs. S. Bagstaff confirmed this option would be available in the next financial year. Councillor R. Gant continued with the proposal that the matter be referred back to the Building and Recreations Committee for further consideration, and that the replacement of the Old School roof be shelved for the time being.

RESOLVED: That the replacement of the roof to the Old School not be continued with and that the Buildings and Recreations Committee look again at funding for other works to the Old School.

657. VALE OF GLAMORGAN COUNCIL.

Vale of Glamorgan Councillors report.

Councillor G. John informed Councillors that there was nothing further to add from the Vale of Glamorgan Council. All items of interest had already been mentioned during the meeting.

Letter Vale of Glamorgan Council regarding Conservation Area Advisory Group Agenda for meeting Thursday, 16th. February, 2012.

Councillors had previously been circulated with a copy of a letter from the Vale of Glamorgan Council regarding Conservation Area Advisory Group, Agenda for meeting Thursday, 16th. February, 2012. Councillor K. Geary informed Councillors that he had attended that meeting. The Social Club plans had been passed and then sent to the Planning department with observations. The development at the Gatehouse would probably be allowed, but will be decided by the Archaeology Society. Noted.

658. WELSH ASSEMBLY GOVERNMENT.

Letter regarding proposal to alter date of local government elections in Wales.

Councillors had previously been circulated with a copy of a letter from the Welsh Assembly Government regarding the proposal to alter the date of local government elections in Wales. Noted.

Letter regarding the Appropriate Sum under Section 137(3) of the Local Government Act, 1972.

Councillors had previously been circulated with a copy of a letter from the Welsh Assembly Government regarding the Appropriate Sum under Section 137(3) of the Local Government Act, 1972. Noted.

Letter regarding Borrowing By Community and Town Councils in 2012-13.

Councillors had previously been circulated with a copy of a letter from the Welsh Assembly Government regarding borrowing by Community and Town Councils in 2012-13. Noted.

659. PUBLICATIONS RECEIVED.**Receipt of Network Wales Issue 438. 25TH. January, 2012.**

Councillors were made aware that the Town Council Office was in receipt of Network Wales Issue 438. 25TH. January, 2012. Noted.

Minutes of Llanilltyd Fawr in Flower meeting 17th. January, 2012.

Councillors were made aware that the Town Council Office was in receipt of the Minutes of Llanilltyd Fawr in Flower meeting 17th. January, 2012. Noted.

Minutes of Llanilltyd Fawr in Flower Group AGM 17th. January, 2012.

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

Welsh Guards Regimental Magazine 2011.

Councillors were made aware that the Town Council Office was in receipt of the Welsh Guards Magazine 2011. Noted.

660. MISCELLANEOUS.**Letter from the Llantwit Major Twinning Association.**

Councillors had previously been circulated with a copy of a letter received from the Llantwit Major Town Twinning Association. Discussion followed with Councillors remarking on how successful the Twinning had been over thirty years. Councillor G. John informed Councillors that in view of this being the thirtieth anniversary the Town Council should purchase a special gift to present to the representatives from Le Pouliguen. Further discussion followed regarding the funding of the visits. At the end of this the letter was noted.

RESOLVED: That the Town Council host a reception for the Twinning visit on Sunday, 15th. April, 2012, using the £650 budget for 2012/13.

Report of meeting between Mrs. T. Benfield-Llanilltyd Fawr in Flower and Mrs. R. Quinn, Town Clerk held 30th. January, 2012.

Councillors had previously been circulated with a copy of a Report of a meeting between Mrs. T. Benfield-Llanilltyd Fawr in Flower and Mrs. R. Quinn, Town Clerk held 30th. January, 2012. Brief discussion followed with Councillors agreeing that the Town Council Gardener/Handyman would water the plants along Boverton Road during the summer period.

RESOLVED: That the Town Council Gardener/Handyman will water the plants along Boverton Road during the summer period.

FURTHER

RESOLVED: That the Town Council install an outside water tap to the tennis pavilion.

Letter from Countryside Council for Wales.

Councillors had previously been circulated with a copy of a letter received from the Countryside Council for Wales. Noted.

Signed.....
Mayor.

Date.....

661. **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.

Seasonal Receptionist.

Councillors had previously been circulated with a copy of an agenda brief regarding the position of Seasonal Receptionist.

RESOLVED: That the Town Clerk proceed with finding a Seasonal Receptionist to work in the Visitors Centre from Good Friday to Mid-September on Saturdays and Bank Holidays from 10am to 1pm and 2.00pm to 6.00pm and Sundays from 12 noon to 5pm. The rate of pay to be £6.50 per hour.

Signed.....
Mayor.

Date.....