

**Minutes of the meeting of Llantwit Major Town Council held on Thursday, 31<sup>st</sup>. January, 2013, At 7.05pm, at the Council Chamber, Old School, Wine Street, Llantwit Major.**

Present;	Chairman.	Councillor. Mrs. A. Matthews – Mayor.	
	Councillors.	Mrs. S. Geary.	) <b>SOUTH EAST WARD.</b>
		G. Ingram.	)
		J. Evans.	)
		M. Marsh.	) <b>BOVERTON WARD.</b>
		R. Jenkins.	)
		M. Mason.	)
		E. Williams.	) <b>NORTH WARD.</b>
		Mrs. P. Percy.	)
		G. John.	) <b>WEST WARD.</b>

Apologies for absence were received from Councillors.

Councillor. E. Hacker – Vale of Glamorgan Council commitment.

Councillor. Mrs. P. Lancaster – Illness.

Councillor. K. Geary – Illness.

Councillor. Mrs. S. Hanks – Holiday.

Declaration of Interest Forms were received from Councillors.

Pursuant to the requirements of this Council's Code of Conduct, Councillor Mrs. S. Geary declared an interest under Development, item 3, Planning Application due to a Boyer Planning Scoping Exercise regarding Plasnewydd Farm.

**119. ITEM BROUGHT FORWARD.**

Councillor Mrs. A. Matthews asked Councillors for permission to bring the item for the Community Constables report forward. This was agreed.

**COMMUNITY CONSTABLE.**

**To receive Community Constable report.**

PCSO Mark Thomas informed Councillors that since the last meeting there had been a total of 42 crimes of which 17 had been detected. There had been several incidents of note. On New Year's Eve damage had been caused to flower beds in the Town Centre, one person had been arrested and dealt with and a second male person as yet unidentified was still being sought in connection with the offence. There had been an incident at the train station regarding a number of youths and two girls had been assaulted. These were minor assaults and five local youths had been arrested in connection with those offences. A sudden death had occurred in the car park of the rugby club, but there were no suspicious circumstances. Person or persons unknown had caused criminal damage to a number of vehicles in Illtyd Avenue. This appeared to be a one off incident probably due to drunkenness. Councillors M. Marsh and M. Mason informed the officer of parking issues outside school premises. PCSO Thomas informed Councillors that he would look into those matters. Councillor Mrs. S. Geary enquired about untaxed vehicles. PCSO Thomas explained that any vehicles without a valid tax disc could be reported to the DVLA or to the Police who would take the appropriate action.

Councillor Mrs A. Matthews thanked the officer for his attendance at the meeting and he then left the Chamber.

## 120. MINUTES.

### Full Town Council meeting held on 13<sup>th</sup>. December, 2012.

The minutes of the Full Town Council meeting held on 13<sup>th</sup>. December, 2012, had previously been circulated to the Council members.

**RESOLVED:** That the minutes of the Full Town Council meeting held on 13<sup>th</sup>. December, 2012, be adopted and accepted as a true record.

### **Matters arising.**

There were no matters arising.

### Report of the Planning Committee meeting held on 19<sup>th</sup>. December, 2012.

The report of the Planning Committee meeting held on 19<sup>th</sup>. December, 2012, had previously been circulated to the Council members. Councillor G. Ingram informed Councillors that on the first item of the report the word Finish had been spelt incorrectly.

**RESOLVED:** That, subject to the word Finnish within the first planning application, being amended to read Finish, the report of the Planning Committee meeting held on 19<sup>th</sup>. December, 2012, be adopted and accepted as a true record and all recommendations be actioned by the Town Clerk.

**Matters arising.**

There were no matters arising.

**Report of the 5 Year Plan Committee meeting held on 14<sup>th</sup>. December, 2012.**

The report of the 5 Year Plan Committee meeting held on 14<sup>th</sup>. December, 2012, had previously been circulated to the Council members. Councillor Mrs. A. Matthews informed Councillors that under item 5, grave digging fees, this should be amended to read, that 10% be put on all the grave digging fees with effect of the commencement of the new grave digging contract in June 2013. This was agreed.

**RESOLVED:** That, subject to the amendment under item 5, regarding the grave digging fees, being increased by 10% with effect of the commencement of the new grave digging contract in June, 2013, the report of the 5 Year Plan Committee meeting held on 14<sup>th</sup>. December, 2012, be adopted and accepted as a true record and all recommendations be actioned by the Town Clerk.

**Matters arising.**

There were no matters arising.

**Report of the Planning Committee meeting held on 24<sup>th</sup>. December, 2012.**

The report of the planning Committee meeting held on 24<sup>th</sup>. December, 2012, had previously been circulated to the Council members.

**RESOLVED:** That the report of the Planning Committee meeting held on 24<sup>th</sup>. December, 2012, be adopted and accepted as a true record and all recommendations be actioned by the Town Clerk.

**Matters arising.**

There were no matters arising.

**Report of the Footpath Forum meeting held on 8<sup>th</sup>. January, 2013.**

The report of the Footpath Forum meeting held on 8<sup>th</sup>. January, 2013, had previously been circulated to the Council members.

**RESOLVED:** That the report of the Footpath Forum meeting held on 8<sup>th</sup>. January, 2013, be adopted and accepted as a true record and all recommendations be actioned by the Town Clerk.

**Matters arising.**

There were no matters arising.

**Report of the Citizen of the Year Committee meeting held on 14<sup>th</sup>. January, 2013.**

The report of the Citizen of the Year Committee meeting held on 14<sup>th</sup>. January, 2013, had previously been circulated to the Council members. Councillor Mrs. S. Geary informed Councillors that on page 2 of the report under review of nominations received the word “no” appeared between the words “that only”, this did not make sense and should be removed.

**RESOLVED:** That subject to the removal of the word “no” on page 2 under review of nominations received between the words that and only, the report of the Citizen of the Year Committee meeting held on 14<sup>th</sup>. January, 2013, be adopted and accepted as a true record and all recommendations be actioned by the Town Clerk.

**Matters arising.**

There were no matters arising.

**Report of the Finance Committee meeting held on 17<sup>th</sup>. January, 2013.**

The report of the Finance Committee meeting held on 17<sup>th</sup>. January, 2013, had previously been circulated to the Council members. Brief discussion followed regarding the declaration of interest by Councillors under the item Grant Aid Applications.

**RESOLVED:** That the report be amended to declarations of interest being recorded at the beginning of the agenda item. Subject to that amendment, the report of the Finance Committee meeting held on 17<sup>th</sup>. January, 2013, be adopted and accepted as a true record and all recommendations be actioned by the Town Clerk.

**Matters arising.**

There were no matters arising.

Councillor E. Williams entered the chamber.

**Report of the Planning Committee meeting held on 22<sup>nd</sup>. January, 2013.**

The report of the Planning Committee meeting held on 22<sup>nd</sup>. January, 2013, had previously been circulated to the Council members.

**RESOLVED:** That the report of the Planning Committee meeting held on 22<sup>nd</sup>. January, 2012, be adopted and accepted as a true record and all recommendations be actioned by the Town Clerk.

**Matters arising.**

There were no matters arising.

**121. SIGNING OF MINUTES.**

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

**122. TOWN MAYOR.**

Councillors had previously been circulated with a copy of the Town Mayors engagements for the period 13<sup>th</sup>. December, 2012 to 30<sup>th</sup>. January, 2013. Noted.

**Questions to the Mayor.**

There were no questions to the Mayor.

**123. COUNCIL MEETINGS.**

Councillors had previously been circulated with a copy of Council meetings for the month of February, 2013. Councillor G. John gave apologies for the Town Study meeting of 12<sup>th</sup>. February, 2013 due to a Vale of Glamorgan Council commitment. Councillor Mrs S. Geary asked for apologies to be noted for Councillor K. Geary for being unable to attend the Website Committee meeting of 1<sup>st</sup>. February, 2013 due to ill health. Noted.

**124. PROCEDURAL MATTERS.**

**Action Tracker.**

Councillors had previously been circulated with a copy of the Action Tracker. The Town Clerk informed Councillors that the Cemetery Database had now been installed and appears to be working correctly. Councillor G. Ingram enquired about the removal of trees in Sea View Park. The Town Clerk informed Councillors that this had been delayed due to the bad weather, but the work was expected to be completed soon. The remainder of the Action Tracker was noted.

**Email re: Minor Authority Governor at Llanilltud Fawr School.**

Councillors had previously been circulated with a copy of an email regarding the Minor Authority Governor at Llanilltud Fawr School. Brief discussion followed and it was agreed that Councillor J. Evans would be nominated for appointment to the Llanilltud Fawr Primary School.

**RESOLVED:** That Councillor J. Evans be nominated for appointment as the Town Council Representative for the Board of Governor's at Llanilltud Fawr Primary School.

**One Voice Wales Courses, 2013 Training Programme.**

Councillors had previously been circulated with a copy of a letter regarding One Voice Wales Courses, 2013 Training Programme. Noted.

**To accept amended Llantwit Major Town Council Risk Assessment Report.**

Councillors had previously been circulated with a copy of an amended Llantwit Major Town Council Risk Assessment Report.

**RESOLVED:** That the Town Council adopt the amended Llantwit Major Town Council Risk Assessment Report.

**To set a date for the Fairtrade Committee meeting, regarding Fairtrade fortnight 25<sup>th</sup>. February, 2013 to 10<sup>th</sup>. March, 2013.**

Councillors had previously been circulated with a copy of a request to set a date for the Fairtrade Committee to meet in relation to the Fairtrade fortnight, scheduled from 25<sup>th</sup>. February, 2013 to 10<sup>th</sup>. March, 2013. Councillor E. Williams informed Councillors that it was important to update and monitor Fairtrade product usage by organisations within the Llantwit Major area. He asked for Councillors to make enquiries with organisations they were attached to and try to establish the current extend of Fairtrade Product usage. Councillor Mrs. A. Matthews informed Councillors that the Mayors Charity Coffee morning would be using Fairtrade products. Brief discussion followed regarding the date and time of a Fairtrade Committee meeting, no date was set at that time.

**RESOLVED:** That a meeting of the Fairtrade Committee would take place at a time and date to be advised and Councillors would report back on the usage of Fairtrade Products.

**125. FINANCE.****Income for the period 21<sup>st</sup>. November, 2012, to 18<sup>th</sup>. January, 2013.**

Councillors had previously been circulated with a copy of the Income for the period 21<sup>st</sup>. November, 2012, to 18<sup>th</sup>. January, 2013. Noted.

**Expenditure for the period 10<sup>th</sup>. December, 2012, to 22<sup>nd</sup>. January, 2013.**

Councillors had previously been circulated with a copy of the Expenditure for the period 10<sup>th</sup>. December, 2012, to 22<sup>nd</sup>. January, 2013. Councillor G. Ingram enquired about entry 335 referring to Andrew's Car, the Town Clerk informed Councillors that Car referred to Carpets supplied by Andrews Carpets for the Old School. Councillors also enquired regarding the outstanding billing issues with British Gas. The Town Clerk informed Councillors that this was still on-going, however progress was being made. Noted.

**Agenda brief re: Town Mayors Budget and amended Expenditure budget for Financial Year 2012/13.**

Councillors had previously been circulated with a copy of an agenda brief regarding the Town Mayors Budget and amended Expenditure Budget for Financial Year 2012/13. Noted.

**Agenda brief, to ratify Precept Amount for 2013/14 as discussed at the Finance Meeting of 17<sup>th</sup>. January, 2013.**

Councillors had previously been circulated with a copy of an agenda brief to ratify the Precept Amount for 2013/14 as discussed at the Finance Meeting of 17<sup>th</sup>. January, 2013.

**RESOLVED:** That the Town Council agree to apply to the Vale of Glamorgan Council for a Precept Amount of £216,475, for the financial year 2013/14.

**Letter from Carston Chartered Accountants re: Production of Financial Statements/Internal Audit and Letter from bpu. Chartered Accountants re: Provision of Internal Audit Service.**

Councillors had previously been circulated with copies of letters from Carston Chartered Accountants regarding the Production of Financial Statements/Internal Audit and a Letter from bpu. Chartered Accountants regarding the Provision of Internal Audit Service. The Town Clerk gave Councillors a brief explanation regarding the need for the provision of the two services required for audit purposes. Councillors agreed that the services suggested were required and should be adopted giving Carston Chartered Accountants responsibility for the provision of the Production of Financial Statements for the year ending 31<sup>st</sup>. March, 2013, and that bpu Chartered Accountants provide the Provision of Internal Audit Services, for the year ending 31<sup>st</sup>. March, 2013.

**RESOLVED:** That Carston Chartered Accountants be asked to provide for the production of financial statements relating to Llantwit Major Town Council for the financial year ending 31<sup>st</sup>. March, 2013., in the sum of £825.00 plus VAT.

**FURTHER RESOLVED:** That bpu Chartered Accountants be asked to provide Internal Audit Services for Llantwit Major Town Council for the financial year ending 31<sup>st</sup>. March, 2013., in the sum of £1,500, plus VAT.

**Email, letter and report from Independent Remuneration Panel for Wales Annual Report, December, 2012.**

Councillors had previously been circulated with a copy of an Email, letter and report received from the Independent Remuneration Panel for Wales Annual Report, December, 2012. Councillor E. Williams informed Councillors that the report gave powers allowing for payments of up to £100.00 per year to be made to Local Town Councillors. At the present time no budget provision had been made for this expenditure by the Town Council and there was the potential for a budget of £1,400.00 per year being required. Brief further discussion followed regarding allowances and Councillors agreed that this matter required further more detailed discussion at a later date.

**RESOLVED:** That the Town Council bring this report back for further discussion at the Full Town Council meeting in September, 2013.

**Letter from Vale of Glamorgan Council re: Community Action Self Help (C.A.S.H.) Grants, 2013/14.**

Councillors had previously been circulated with a copy of a Letter from Vale of Glamorgan Council regarding, Community Action Self Help (C.A.S.H.) Grants, 2013/14. Brief discussion followed with Councillors agreeing that the Town Council should look to submit applications for the grants and the Town Clerk be asked to prepare details of suitable projects for the grants and bring this information back to the next Full Town Council meeting.

**RESOLVED:** That the Town Clerk research and prepare projects suitable for CASH grants and these be discussed at the next full Town Council meeting.

**126. DEVELOPMENT.**

**Planning Applications decisions by the Vale of Glamorgan Council.**

Councillors had previously been circulated with a copy of the Planning Application decisions by the Vale of Glamorgan Council. Noted.

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

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

**To make observations regarding the Vale of Glamorgan Council Planning Department, Planning Application No. 2013/00024/SC1.**

Councillors had previously been circulated with a copy of Vale of Glamorgan Council Planning Department, Planning Application No. 2013/00024/SC1. Councillor Mrs. S. Geary had previously declared an interest in this item and she then left the Chamber. A lengthy period of discussion followed. Councillors expressed concerns regarding the proposed



development. The main issues brought forward were the flooding issues on the land itself and the surrounding areas including the B4265, the Old Wick Road and leading down into the Turkey Street and West Street areas. The additional traffic generated around the area of Cowbridge Road and High Street on roads that were already marked as unsuitable for HGV's. There was also no mention of a Bio Diversity report in the plan. The area was also adjacent to the area of Caer Mead which is known to be of Historic and Archaeological significance. Councillor G. John informed Councillors of the current position regarding the Local Development Plan, of which this development had formed part. Councillor E. Williams thanked Councillors for their comments and at this point he declared an interest due to his membership of the Vale of Glamorgan Council Planning Committee and he left the Council Chamber. Councillors agreed that the Town Council should write to the Vale of Glamorgan Council Planning Department informing them of the Town Councils objections to this planning application.

**RESOLVED:** That the Town Council write to the Vale of Glamorgan Council Planning Department in respect of Planning Application No. 2013/00024/SC1 with a comment that it was agreed that access would be very difficult onto the proposed enlarged existing roundabout with Cowbridge Road already marked with a warning sign as being unsuitable for heavy goods vehicles. Increase in the flooding risk to Turkey Street and the B4265 due to the construction on a green field site. Close proximity to the historic area with its deep rooted archaeological importance of Caer Mead.

Councillors Mrs. S. Geary and E. Williams re-entered the Chamber.

## 127. CEMETERY.

Councillors noted the following Cemetery matters.

- 1) Burial of Francis Terance Ryan in Grave no H18 (re-open) on 23<sup>rd</sup>. January, 2013.
- 2) Burial of Dorothy Bertha Davy in Grave no D99 (re-open) on 25<sup>th</sup>. January, 2013.

## 128. RECREATION AND OPEN SPACES.

### Vale of Glamorgan Council Playground Inspection/Maintenance Log for 5<sup>th</sup>. December, 2012.

Councillors had previously been circulated with a copy of the Vale of Glamorgan Council Playground Inspection/Maintenance Log for 5<sup>th</sup>. December, 2012. Noted.

### Vale of Glamorgan Council Playground Inspection/Maintenance Log for 4<sup>th</sup>. January, 2013.

Councillors had previously been circulated with a copy of the Vale of Glamorgan Council Playground Inspection/Maintenance Log for 4<sup>th</sup>. January, 2013. Noted.

**Request letter from Councillor J. Evans re: Bye Laws together with Welsh Assembly Government publication, Dog Control Orders, Guidance on Sections 55 to 67 of the Clean Neighbourhood and Environment Act, 2005., and information regarding Welshpool Town Council newsletter regarding Dog Control Orders.**

Councillors had previously been circulated with a copy of a request letter from Councillor J. Evans regarding Bye Laws together with Welsh Assembly Government publication, Dog Control Orders, Guidance on Sections 55 to 67 of the Clean Neighbourhood and Environment Act, 2005., and information regarding Welshpool Town Council newsletter regarding Dog Control Orders. A lengthy period of discussion followed regarding the possible introduction of bye laws. The main areas of concern were those where sporting activities took place. Councillors expressed concern regarding how enforcement was going to be possible. There was also concern about the legal costs of introducing new bye law offences. Councillors agreed that it would be prudent to contact the Welshpool Council and obtain more detailed information as to how their scheme had been set up.

**RESOLVED:** That the Town Council write to the Welshpool Town Council and ask for details of how their scheme had been set up and now works. The information to be brought back for consideration at the next full Town Council meeting.

**129. TOWN HALL.**

**Agenda brief re: recommendation from Church Glass regarding Saddle Bars to Windows.**

Councillors had previously been circulated with a copy of an Agenda brief regarding a recommendation from Church Glass that Saddle Bars be fitted to Windows within the Town Hall. Brief discussion followed regarding the suggestions from Church Glass. Councillors agreed that the suggested solution provided would help prevent any future bowing of the windows and the necessary work should be undertaken.

**RESOLVED:** That Church Glass be authorised to complete the additional works to the windows in the Town Hall in the sum of £560.00 plus VAT.

**130. OLD SCHOOL.**

**Agenda brief, regarding permission to submit listed building consent for refurbishment of windows and obtain costings.**

Councillors had previously been circulated with a copy of an Agenda brief, requesting permission to be able to submit a listed building consent application for the refurbishment

of windows and obtain costing's. Brief discussion followed with Councillors agreeing that the Town Council should proceed with this project and therefore obtain listed building consent and costing's to undertake the project.

**RESOLVED:** That the Town Council submit an application for listed building consent for the refurbishment of windows in the Old School.

**FURTHER** That the Town Clerk obtain costing's for the refurbishment of windows in  
**RESOLVED:** the Old School.

**131. VALE OF GLAMORGAN COUNCIL.**

**Vale Councillors report.**

Councillor G. John informed Councillors that it had been decided to scrap the previous Local Development Plan for the Vale of Glamorgan and instigate a new plan which would be ready for the autumn of 2013. There were clearly going to be some changes, however some parts of the original plan might remain. There were to be 5 enforcement officers from the 1<sup>st</sup>. April, 2013, employed by the Vale of Glamorgan Council to provide traffic enforcement. This was a scheme that included co-operation between the Vale of Glamorgan and Bridgend Councils. The use of enforcement officers would be kept under review and it was hoped that they would be deployed within the Llantwit Major area. Councillor E. Williams informed Councillors that schooling within the Llantwit Major area was still in the process of being reviewed and the results would not be known until the end of February, 2013. Councillor G. John added that vacancies within schools needed to be addressed, should the Vale of Glamorgan Council fail to address the issue then the Welsh Government had made it quite clear that they would intervene and force a solution. Councillor E. Williams informed Councillors that the Vale of Glamorgan Council were further pursuing lifelong learning services, youth activities and the Vale Youth Forum.

**Extraordinary Council Meeting: 23<sup>rd</sup>. January, 2013. Agenda and Minutes of meeting 5<sup>th</sup>. December, 2012.**

Councillors had previously been made aware that the Town Hall was in possession of the agenda for an Extraordinary Council Meeting: 23<sup>rd</sup>. January, 2013., and Minutes of meeting 5<sup>th</sup>. December, 2012. Noted.

**Email Vale of Glamorgan Council re: Gambling Act Statement of Principles 2013 – 2016.**

Councillors had previously been circulated with a copy of an Email from the Vale of Glamorgan Council re: Gambling Act Statement of Principles 2013 – 2016. Noted.

**132. PUBLICATIONS RECEIVED.**

Councillors noted that the Town Hall Office were in receipt of the following Publications.

Network Wales Issue 458. 9<sup>th</sup>. January, 2013.

Network Wales Jobs Issue 455. 9<sup>th</sup>. January, 2013.

The Voice. Issue 21. Winter 2012.

**133. MISCELLANEOUS.****Llantwit Major Christmas Illuminations, 2011/12. Balance sheet and original details of proposed constitution of sub-committee.**

Councillors had previously been circulated with a copies of the Llantwit Major Christmas Illuminations, 2011/12., Balance sheet and original details of the proposed constitution of the Llantwit major Christmas Illuminations sub-committee. Councillor Mrs. S. Geary informed Councillors that it should be placed on record that there had been a great deal of hard work done by the organisers of last years event from the Chamber of Trade.

Councillor Mrs. A. Matthews informed Councillors that according to the constitution there should be three Town Councillors represented on the Illuminations sub-committee, that representation had not occurred recently and was now needed. Councillor M. Mason expressed concern that there did not appear to have been any form of proper meeting to discuss the event or to check over finances and accounts. Further discussion followed with Councillors agreeing that the Town Council should write to the Llantwit Major Chamber of Trade and ask for a date to be set for a formal Annual General Meeting of the sub-committee in May, 2013, as required in the Constitution of the sub-committee. The Town Council must be fully represented at that meeting and Councillors acknowledged that in recent years the Town Council had not fully engaged in what should be a partnership agreement with the Chamber of Trade. Councillors agreed that the Town Mayor should be in attendance at the AGM, Councillors Mrs. P. Percy and R. Jenkins also volunteered to join the Town Mayor at any meetings to representatives of the Town Council. Councillors also agreed that when a meeting is arranged, the date and time of the meeting must be well publicised to encourage other interested parties to attend.

**RESOLVED:** That the Town Council write to the Chamber of Trade requesting a date in May, 2013., be set for an Annual General meeting of the Llantwit Major Christmas Illuminations sub-committee.

- FURTHER** That the serving Town Mayor along with Councillors Mrs. P. Percy and R. Jenkins attend the Annual General meeting of the Llantwit Major Christmas Illuminations sub-committee as representatives of the Town Council.

**To discuss future of Twinning of Llantwit Major with Le Pouliguen, France.**

Councillor E. Williams informed Councillors that following the last Full Town Council meeting the situation with regard to the Twinning of Llantwit Major with Le Pouliguen, France had not really been clarified and needed further discussion. An extended period of discussion followed. Councillors agreed that the two towns should remain twinned, however, exactly how that twinning arrangement could be pursued further was difficult to predict. Councillors noted that at the present time the Town Council had set a small amount of money aside as usual to cover an expected visit by the people of Le Pouliguen, this provided a Civic Welcome. Clearly the Town Twinning Association had raised thousands of pounds to fund those visits and the Town Council could not currently envisage having the resources to match that organisations activities. Councillors G. John informed Councillors that if any future visits were to take place then other sources of funding should be investigated, possibly through the Vale of Glamorgan Twinning forum, the Welsh Government or even the European Parliament, this would allow the Town Council to establish what would be possible for future activity.

- RESOLVED:** That the Town Council investigate other sources of funding linked to Town Twinning Activities to maintain the links between the towns of Llantwit Major and Le Pouliguen, France.

**To discuss suggestions put forward by Councillor J. Evans.**

Councillors had previously been circulated with a list of suggestions received from Councillor J. Evans in respect of improvements to Llantwit Major Town. Brief discussion followed regarding the three suggestions on the list. Councillors agreed that with regard to the Galilee Chapel some form of signage should be implemented, this would require the consent of the Vale of Glamorgan Council and would also need consultation with the Church authorities. Councillor G. John informed Councillors that a letter to the highways Department of the Vale of Glamorgan Council would be a good idea to seek advice and guidance on this matter. Councillor E. Williams offered to speak with the Galilee Chapel Committee to obtain their feelings on the subject. On the second point regarding the railway bridges in the town, Councillors agreed that the Town Council write to Network Rail and ask if anything could be done to improve the current painted state of the rail bridges within the town. On the third point relating to the current state of Boverton Road, Councillor G. John informed Councillors that this matter was already being taken up with the Vale of Glamorgan Council.

**RESOLVED:** That the Town Council consult with the Vale of Glamorgan Council Highways Department and the Galilee Chapel Committee to investigate the possibility of advertising or marking the Galilee Chapels existence on the roundabout at the end of Cowbridge Road, Llantwit Major.

**FURTHER RESOLVED:** That the Town Council write to Network Rail regarding the current poor state of appearance of the rail bridges within the Llantwit Major Town area.

**Email re: Vale of Glamorgan Walking Festival 31<sup>st</sup>. May – 2<sup>nd</sup>. June, 2013.**

Councillors had previously been circulated with a copy of an email regarding the Vale of Glamorgan Walking Festival, 31<sup>st</sup>. May, 2013 to 2<sup>nd</sup>. June, 2013. Councillor E. Williams informed Councillors that both himself and Councillor Mrs. P. Percy were involved in this project and would be arranging walks around the Blue Plaque Trail area of the town. Councillor E. Williams also briefly explained how the Walkers are Welcome Network operated. Noted.

**Email from Environment Agency re: Assessing new nuclear power plant designs – our decision.**

Councillors had previously been circulated with a copy of an Email from Environment Agency regarding, assessing new nuclear power plant designs – our decision. Noted.

**Cardiff and Vale U.H.B. funded Family Planning/Contraception Services.**

Councillor E. Williams informed Councillors that concerned had been expressed about the possible loss of a locally based service. This service appeared to be under review, however there seemed to have been a lack of information or consultation regarding the possible loss of the service. Brief discussion followed with Councillors agreeing that the Town Council should write to the Cardiff and Vale U.H.B. to express the Town Councils concerns regarding the lack of information and consultation.

**RESOLVED:** That the Town Council write to the Cardiff and Vale U.H.B. regarding funded family planning and contraception services to express the Town Councils concern over the lack of information and consultation on this subject.

**Agenda brief re; Remembrance Sunday Parade De-brief meeting 4<sup>th</sup>. December, 2012.**

Councillors had previously been circulated with a copy of an agenda brief regarding the Remembrance Sunday Parade De-brief meeting 4<sup>th</sup>. December, 2012. Noted.

**Letter One Voice Wales regarding Larger Local Councils.**

Councillors had previously been circulated with a copy of a Letter from One Voice Wales regarding Larger Local Councils. Noted.

**Letter re: One Voice Wales agenda, 14<sup>th</sup>. January, 2013.**

Councillors had previously been circulated with a copy of a Letter from One Voice Wales regarding the agenda for a meeting on 14<sup>th</sup>. January, 2013. Noted.

**Report from One Voice Wales NEC, Friday, December 14<sup>th</sup>. 2012.**

Councillors had previously been circulated with a copy of a report from One Voice Wales NEC, Friday, December 14<sup>th</sup>. 2012. Noted.

**Letter from One Voice Wales re: Winter 2012/13 edition of The Voice.**

Councillors had previously been circulated with a copy of a Letter from One Voice Wales regarding Winter 2012/13 edition of The Voice. Noted.

Signed.....

**TOWN MAYOR.**

Date.....

**134. 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.

**Gardener Handyman.**

Councillors had previously been circulated with information relating to the Gardener Handyman. Noted.

**Pay Scales for period 2012 – 2013.**

Councillors had previously been circulated with information relating to the Staff Pay Scales for the period 2012 – 2013.

**Pay Scales for period 2013 – 2014.**

Councillors had previously been circulated with information relating to the proposed Staff Pay Scales for the period 2013 – 2014.

Signed.....

**TOWN MAYOR.**

Date.....