

LLANTWIT MAJOR TOWN COUNCIL

**REPORT ON RECREATION AND BUILDING COMMITTEE MEETING HELD
ON 17TH. SEPTEMBER, 2012, AT THE COUNCIL CHAMBER, WINE STREET
LLANTWIT MAJOR.**

Present;	Councillor	Mr E Hacker – Chair
	Councillors	Mr E Williams
		Mr G John
		Mrs S Hanks
		Mrs S Geary
		Mrs A Matthews
		Mr G Ingram
		Mr M Mason
		Mr M Marsh
		Mr R Jenkins
		Mr J Evans

Apologies were tendered by;

Councillor Mrs P Lancaster-Holiday.

Councillor K Geary-Vale of Glamorgan Council Commitment.

Councillor Mrs. P. Percy-Work Commitment.

Councillor Mr E Hacker welcomed and thanked Committee members for attending this Recreation and Building Committee Meeting.

Declarations of Interest

The following Committee members submitted Declaration of Interest Forms.

Councillor E. Hacker under Bowling Green, items 1 and 2. Due to membership of the Bowling Club.

Councillor Mrs. S. Geary under Allotments, items 1 and 2 as an allotment holder and Recreation item 2 for a non-prejudicial interest.

Councillor J. Evans under Recreation item 2 as a Trustee of Llantwit Major Rugby Club.

Councillor R. Jenkins under Recreation item 2 as a member of Llantwit Major Rugby Club.

Councillor M. Mason under Bowling Green item 2 as the Chairman of the Bowls Club Men's Section.

Councillor E. Hacker informed Committee members that there were members of the public present, representing the Llantwit Major Rugby Club and the Llantwit Major Bowls Club, who wished to address the meeting regarding items under Recreation and Bowling Green on the agenda. Councillor E. Hacker asked Committee members for permission to bring those two agenda items forward to this point in the meeting. This was agreed. Councillor E. Hacker asked Committee members permission to suspend Standing Orders to allow the two representatives to address Committee members. This was agreed.

STANDING ORDERS WERE SUSPENDED.

RECREATION

Written support and further details regarding request by Llantwit Major Rugby Football Club to use tennis courts as a multi sports facility.

Committee members had previously been circulated with a copy of written support and further details regarding the request by Llantwit Major Rugby Football Club to use the tennis courts as a multi sports facility. Councillor E. Hacker welcomed Mr. Martin Pilcher to the meeting. Mr. Pilcher informed Committee members that as he had previously explained the suggested plan was to turn the tennis court area into a multi sports facility, the project was likely to cost in the region of 250 to 300 hundred thousand pounds and would be funded by grants from the Sports Council for Wales, WRU, FAW and other bodies. To begin the process, permission in principle from the Town Council was required. Councillor E. Hacker informed Committee members that the written report received from Mr. Pilcher contained letters of support from other bodies who may use this facility. Councillor G. John informed Committee members that it was important in the first instance, the Vale of Glamorgan Council Planning Department should be approached to seek out their views on this project, before any planning permission was sought. There would be considerable costs involved once the project began and it was important that the Town Council had some indication as to how the planning authority might react when detailed plans were submitted. If it was clear that there could be a strong objection to the plan then money could be wasted preparing plans that had little chance of succeeding. Councillor Mrs. S. Geary enquired as to whether the previous planning application by the Boxing Club was still existence. Committee members were unsure about this and it was agreed that the Boxing Club needed to be contacted and asked, and if necessary, to withdraw any planning application. Committee members then asked some further questions relating to parking, administrative control and actual sports to be accommodated within the development. Mr. Pilcher briefly outlined answers to those questions. Committee members then discussed the way forward, Councillor G. John offered to speak to the Vale of Glamorgan Council Planning Department on this subject and gauge their reaction. Councillor Mr E. Hacker asked Committee members for permission to reinstate Standing Orders. This was agreed.

STANDING ORDERS WERE REINSTATED.

RESOLVED: That Councillor G. John consult with the Vale of Glamorgan Council Planning Department to establish if the project was viable before the Town Council agreed in principle to the project beginning.

FURTHER RESOLVED: That the Boxing Club be contacted and ask them to withdraw any currently held Planning Applications.

Councillor E. Hacker thanked Mr. Pilcher for his attendance at the meeting and Mr. Pilcher left the Council Chamber.

Councillor E. Hacker informed Committee members that he had declared an interest in the next item and would therefore step down from the Chair. Councillor Evans took the Chair as Deputy Chair of Recreations and Buildings.

Councillor Hacker vacated the Council Chamber.

Councillor Evans asked permission to suspend Standing Orders to allow the representative from the Bowls Club to address the meeting.

STANDING ORDERS WERE SUSPENDED.

BOWLING GREEN.

To receive representative from Llantwit Major Bowls Club to discuss concerns raised regarding the tennis courts.

Committee members had previously been circulated with a copy of an email received from the Llantwit Major Bowls Club regarding concerns over the use of the tennis courts.. Mr. Young informed Committee members that the current arrangement for the opening of the tennis courts was giving cause for some concern. In the past anyone using the tennis courts had passed through the bowling green and paid for the use of the courts. However the Town Council have also allowed use of the courts during hours when the Bowls Club was not open and the key being obtained from the Town Hall. On one occasion there had been a case of vandalism to the scoreboards. Brief discussion followed with regards to the current agreement and whether this needed to be renewed or amended. The Town Clerk informed the meeting that the current arrangement for access to the tennis courts, had been made following a meeting with the previous Chair of the Bowls club, the treasurer, the then Chair of Recreations and Buildings and herself, where they had requested anyone wishing to play tennis did not go through the bowling green, as members were complaining. Further brief discussion followed and it was agreed that the arrangements for the issuing of keys should go back to the previous arrangement with access through the bowling green. The Town Council office continues to hand a key out during morning hours for access through the side gate, but a member of staff ensures the gate is locked at 2pm. Councillor J. Evans asked Councillors permission to reinstate Standing Orders.

STANDING ORDERS WERE THEN REINSTATED.

RESOLVED: That any member of the public wishing to use the tennis courts before 2pm, obtain a key from the Town Hall, and gain entry through the side gate, a member of staff will ensure the gate is locked at 2pm. After 2pm access will be through the bowling green and controlled by the attendant on duty.

Councillor J. Evans thanked Mr. Young for his attendance at the meeting and he left the Chamber.

Councillor Mrs A. Matthews requested that the second item under the Bowling Green also be considered at this point in the meeting. This was agreed.

To review the Bowling Green Maintenance Agreement.

Committee members had previously been circulated with a copy of the Management Agreement between Llantwit Major Town Council and Llantwit Major Bowling Club. Councillor M. Mason had declared an interest in the matter and informed Committee members that he wished to speak on this matter but would not vote. General discussion followed regarding items within the Management Agreement. Councillor Mason that where it mentions 'Smoking is not permitted on the bowling green, tennis courts nor the immediate surrounding area', could this be amended to allow for smoking on the surrounding area as there is a number of benches that spectators use. The Town Clerk reported that she believes this was in the original Agreement but had been amended on advice from the Town Council health and safety advisor. It was agreed that the following amendments be made and presented to Full Town Council before sending to the Bowls Club for consideration.

RESOLVED: That where the Agreement refers to 'the mower' this be amended to read 'the Town Council owned mower'.

FURTHER

RESOLVED: That where the Agreement refers to no play outside of the agreed times within prior permission from the Town Council, this be amended to 'That any application to use the bowling green or tennis courts outside of the agreed times is to be submitted to the Town Clerk, at least 4 days in advance, for consideration'.

FURTHER

RESOLVED: That where the Agreement refers to 'No cash be left on premises during closure times', be amended to 'No cash to left on the premises overnight or during the closed season'.

Committee members discussed the No smoking point and agreed;

RESOLVED: That Town Clerk looks into this and subject to advise received the Agreement be amended accordingly.

Committee members discuss access to the bowling green and it was agreed;

FURTHER That the Bowls Club be asked to provide an up to date list of contacts and
RESOLVED: keyholders for the Bowling Green at the beginning of each season.

Councillor E. Hacker re-entered the Chamber and then resumed the Chairmanship of the meeting.

OLD SCHOOL.

Update CASH Grant

Committee members had previously been circulated with a copy of an agenda brief giving an update on the CASH Grant application. Noted.

TOWN HALL.

Access Audit.

Committee members had previously been circulated with a copy of an Access Audit for the Town Hall. Councillor G. John informed Councillors that the report was very comprehensive and made clear recommendations for improvements. Brief discussion followed regarding the priorities for work to be carried out, members agreed that because of funding the report should be actioned stage by stage. Some items which included the pavement outside the Town Hall and the Town Hall car park would need to be actioned by the Vale of Glamorgan Council.

RESOLVED: That the Town Clerk looks at the high priority items and takes the appropriate action.

Quotations and reference for refurbishment of windows.

Committee members had previously been circulated with copies of quotations and references for the refurbishment of the windows in the Town Hall. The Town Clerk distributed a set of photographs showing examples of their work. Brief discussion followed regarding the quotations and Committee members noted that only the Church Glass Company had provided references covering their previous works. Committee members agreed to accept the quotation from Church Glass. Committee members then discussed the quotations received in respect of the Scaffolding, it was noted that Apple Scaffolding had been used recently around the Town Hall Clock and provided an excellent service.

RESOLVED: That the Town Council accept the quotation received from Church Glass in the sum of £3,875.00 ex VAT for the refurbishment of windows to the Town Hall.

**FURTHER
RESOLVED:** That the Town Council accept the quotation received from Apple Scaffolding in the sum of £1,250.00 ex VAT for the refurbishment of windows to the Town Hall.

LLANTONIAN HALL

Email request received from member of Transition Llantwit.

Committee members had previously been circulated with a copy of an email received from a member of Transition Llantwit. Brief discussion followed with members agreeing that the proposed further collection of rainwater was acceptable. It was agreed that this would also require the repair of the guttering to the side of the hall and quotations should be obtained for this repair work.

RESOLVED: That the Town Council obtain quotations for the repair of the guttering to the side of the Llantonian Hall.

**FURTHER
RESOLVED:** That the Town Council allow Transition Llantwit to install an additional bowser at the Llantonian Hall once repairs to the guttering were complete.

SEAVIEW PARK

Quotations for repairs to wall alongside Beach Road.

Committee members had previously been circulated with copies of quotations received for repairs to the wall alongside Beach Road. Councillor E. Hacker expressed his concern regarding the current state of the wall. Members agreed that repairs to the wall were essential. General discussion followed regarding the various quotations received and it was;

RESOLVED: That the Town Council accept the quotation received from D. Daw in the sum of £2,950.00 ex VAT for the repairs to the wall alongside Beach Road, with the inclusion of drainage.

Councillor Ingram asked that it be recorded he voted against this proposal.

RECREATION

Recreation Field policy for the hire of open space-as amended from the Full Town Council meeting held 26th. July, 2012.

Committee members had previously been circulated with a copy of the Recreation Field policy for the hire of open space as amended from the Full Town Council meeting held 26th. July, 2012. Brief discussion followed with members agreeing that the policy document was acceptable and should be sent to the next Full Town Council meeting for ratification.

RESOLVED: That the Recreation Field policy for the hire of open space be sent to next Full meeting of the Town Council for ratification.

Written report and further details regarding request by Llantwit Major Rugby Football Club to use tennis courts as a multi sports facility.

This matter had been dealt with earlier in the meeting.

Under 10's Play area.

Committee members had previously been circulated with copies of an agenda brief, photographs and quotations for the removal of the Laurel Bush within the under 10's playarea. Brief discussion followed with members agreeing that the Laurel Bush was blocking the fire exit and lighting in the area. The bush was also providing a climbing area for children which had safety implications.

RESOLVED: That the Town Council arrange for the removal of the Laurel Bush in the Play area and accept the quotation from N. Thomas Landscapes in the sum of £140.00 ex VAT for removal of the Laurel Bush.

BOWLING GREEN.

To receive representative from Llantwit Major Bowls Club to discuss concerns raised regarding the tennis courts.

This matter had been dealt with earlier in the meeting.

To review the Bowling Green Maintenance Agreement.

This matter had been dealt with earlier in the meeting.

ALLOTMENTS

Request to move allotment.

Committee members had previously been circulated with a copy of a letter requesting to move allotments. Brief discussion followed with members agreeing that if one person were allowed to move to another allotment then this would set a precedent and possibly lead to a further influx of requests. members also discussed the possibility of two allotment holders agreed to swap allotments, which had occurred before, then such a request by both parties would be acceptable to the Town Council.

RESOLVED: That the request to move allotments in this case be refused.

To form an Allotment Sub-Committee.

Committee members had previously been circulated with a copy of an agenda brief regarding the formation of an Allotment Sub-Committee. Brief discussion followed with members agreeing that the formation of a sub-committee to deal with allotment matters would be a good idea to work with the Deputy Town Clerk during site inspections and issue warnings accordingly.

RESOLVED: That the Town Council form an Allotment Sub-Committee to monitor the Allotments and Councillors J. Evans, M. Mason and G. Ingram be elected to that sub-committee.

LORNA HUGHES PARK.

Access in hedges from Court Close.

Committee members had previously been circulated with a copy of an agenda brief regarding the access in hedges from Court Close. Brief discussion followed with members agreeing that the situation be monitored and at this time no further action be taken.

RESOLVED: That the Town Council, at this time, take no further action with regard to access into Lorna Hughes Park via hedges at the rear of Court Close and continue to monitor the situation.

Update regarding Fields in Trust Grant for Stone Pillars.

Committee members had previously been circulated with a copy of an agenda brief regarding the Fields in Trust Grant for stone pillars. The Town Clerk informed the meeting that the grant procedure had been withdrawn, however there was still a need to erect the new Field in Trust Plaque on the site. Councillor Mrs. S. Geary informed members that on the Fields in Trust website there appeared to be a grant available to improve access onto fields. Councillor Mrs. A. Matthews informed members that it could be an idea to look at funding this project under next year's budget. Councillor M. Marsh informed members that

it may be possible to get student apprentices from either Bridgend or Barry Colleges to undertake a building project. This would require further investigation.

RESOLVED: That the Town Council contact Barry and Bridgend College to see if they could be interested in helping with the project.

Planting and maintenance of beds within park.

Committee members had previously been circulated with a copy of an agenda brief regarding the planting and maintenance of beds within Lorna Hughes Park. Brief discussion followed regarding the possible use of schools or colleges in a project to help maintain the beds. The original design of the beds had been for shrubs and not flowers. The Town Clerk has been in contact with the original designer recently and members agreed that the original designer should be asked to give advice on how to best maintain the current shrub beds.

RESOLVED: That the Town Council contact the original designer of the Shrub beds within the Lorna Hughes Park and seek advice on how best to maintain the beds.