

269.

Councillor John informed Pc Malone that he had recently seen the new PCSO patrolling the Windmill Lane playfields and pavilion area, and he believed he was due to meet with representatives from the local football club. Pc Malone agreed that a meeting was scheduled but the whole area was generally quiet, there was an incident involving the old garage by the Windmill which is being monitored and new fencing will be installed.

Pc Malone vacated the Chamber.

360. **MINUTES**

Full Town Council meeting held 27th March 2014

The minutes of the Full Town Council meeting held on 27th March 2014, had previously been circulated to the Council members. Councillors noted that on page 261 it stated Word War 1, where it should read World War 1.

RESOLVED: That subject to the above amendment the Minutes of the Full Town Council Meeting held on 27th March 2014 be adopted and accepted as a true record.

Matters Arising

There were no matters arising.

Planning Committee meeting held 25th March 2014

The minutes of the Planning Committee Meeting held on 25th March 2014, had previously been circulated to the Council members.

RESOLVED: That the Minutes of the Planning Committee meeting held on 25th March 2014 be adopted and accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

Youth Activities Forum Meeting held 27th March 2014

The minutes of the Youth Activities Meeting held on 27th March 2014, had previously been circulated to the Council members.

RESOLVED: That the Minutes of the Youth Activities meeting held on 27th March 2014 be adopted and accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

Footpath Forum Meeting held 1st April 2014

The minutes of the Footpath Forum Meeting held on 1st April 2014, had previously been circulated to the Council members.

RESOLVED: That the Minutes of the Footpath Forum meeting held on 1st April 2014, be adopted and accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

Allotment Sub Committee Meeting held 4th April 2014

The minutes of the Allotment Sub Committee Meeting held on 4th April 2014, had previously been circulated to the Council members. Councillors noted that the time of the meeting was recorded incorrectly it stated '10.30pm', where it should read 10.30am. Councillors stated that on page 1 it was recommended permission given to look at feasibility and costing's for laying hard standing slabs for manure storage. It should be noted that permission for this recommendation was not granted.

RESOLVED: That subject to the above amendment the Minutes of the Allotment Sub Committee meeting held on 4th April 2014, be adopted and accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

Planning Committee meeting held 14th April 2014

The minutes of the Planning Committee Meeting held on 14th April 2014, had previously been circulated to the Council members.

RESOLVED: That the Minutes of the Planning Committee meeting held on 14th April 2014 be adopted and accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

361. SIGNING OF MINUTES**Signing of Minutes of Previous Meeting**

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

362. TOWN MAYOR

Councillors had previously been circulated with a copy of the Town Mayors engagements undertaken for the period 28th March 2014 to 24th April 2014. Noted.

Questions to Town Mayor

There were no questions to the Town Mayor.

COMMUNITY CONSTABLE REPORT

This was discussed earlier in the meeting.

363. COUNCIL MEETING**Meetings for the Month of May 2014**

Councillors had previously been circulated with a copy of the Council Meetings for the month of May. Councillor Mrs A Knight and Councillor K Geary gave their apologies for the Town Study Steering Group meeting due to be held on 6th May 2014. Noted.

364. **PROCEDURAL MATTERS**

Action Tracker

Councillors K Geary informed Councillors that he had written the letter to Le Pouliguen and was waiting for it to be translated before sending it. Councillor Ingram informed members that the request for a bench in Seaview Park had been withdrawn. Noted.

Members Report

Councillors had previously been circulated with a written report from Councillor Mrs S Geary and Councillor Mrs P Lancaster from a recent meeting of Llanilltyd Fawr in Flower. Councillor Mrs S Geary informed Councillors that she felt the watering of the hanging baskets on Boverton Road needed further discussion. Councillor John stated that this was due for discussion at the next meeting of the Boverton Road Regeneration Committee and a report will come back to Full Town Council. Noted.

To nominate Councillor to be elected as Town Mayor

Councillors discussed nominations for the Town Mayor 2014/15. It was;

RESOLVED: That the current Deputy Town Mayor, Councillor M Mason, be put forward to the Annual Meeting for nomination as Town Mayor 2014/15.

To nominate Councillor to be elected as Deputy Town Mayor

Councillors discussed nominations for the Deputy Town Mayor 2014/15. It was;

RESOLVED: That Councillor Mrs P Lancaster be put forward to the Annual Meeting for nomination as Deputy Town Mayor 2014/15.

To discuss Agenda Brief for Llantwit Major Youth Council involvement in Full Town Council meetings

Councillors had previously been circulated with an agenda brief brought forward by the Youth Activities Forum for further discussion regarding the involvement of the Youth Council at Full Town Council meetings. The Town Clerk along with Councillor Ingram and Councillor Mason gave brief verbal reports with regards a recent visit from representatives.

RESOLVED: That the recommendation put forward in the Agenda Brief be accepted. That an agenda item be included on Full Town Council agendas titled ' Youth Activity Progress', where a representative from the Youth Council can give a verbal report to the Full Town Council.

To discuss giving Town Clerk approval to sit on the Vale of Glamorgan LAG 2014-2020

Councillors had previously been circulated with a list of those approved to sit on the Vale of Glamorgan Local Action Group 2014-2020. The Town Clerk had been invited to sit on this Group, subject to approval from the Full Town Council.

RESOLVED: That the Town Clerk be given permission to sit on the Vale of Glamorgan Local Action Group 2014-2020.

365. FINANCE

Income for the period 24th March 2014 – 31st March 2014

Councillors had previously been circulated with a copy of the Income for the period 24th March 2014 – 31st March 2014. Noted.

Income for the period 2nd April 2014 to 10th April 2014

Councillors had previously been circulated with a copy of the Income for the period 2nd April 2014 – 10th April 2014. Noted.

Expenditure for the period 18th March 2014 to 31st March 2014

Councillors had previously been circulated with a copy of the Expenditure for the period 18th March 2014 to 31st March 2014. Noted.

Expenditure for the period 2nd April 2014 to 11th April 2014

Councillors had previously been circulated with a copy of the Expenditure for the period 2nd April 2014 to 11th April 2014. Noted.

Bank Reconciliation for period 1st March 2014 to 31st March 2014

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1st March 2014 to 31st March 2014. Noted.

Bank Reconciliation for period 1st January 2014 to 31st March 2014

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1st January 2014 to 31st March 2014. Noted.

Finalised Income and Expenditure Budget sheets 2013/2014 including agenda brief

Councillors had previously been circulated with the finalised Income and Expenditure budget sheets for financial year 13/14, along with an agenda brief giving a detailed breakdown. Councillor Foster raised concerns over the high bank charges and the low interest currently being received on all accounts from our current banking provider.

RESOLVED: That the Town Council formally go out to tender for our banking requirements.

Further

RESOLVED: That the budget figures be accepted for the financial year 2013/14.

To discuss making a donation to the Best Kept Village Competition 2014

Councillor John declared an interest and vacated the Chamber

Councillors had previously been circulated with a copy of a letter dated 28th March 2014, received from the Vale of Glamorgan Best Kept Village Competition seeking financial support for 2014.

RESOLVED: That the Secretary be informed that their request will be considered at the Finance Committee meeting in January 2015, when all Grant Aid requests are discussed.

Councillor John entered the Chamber

To discuss Application to apply for summer grant from Llanilltyd Fawr in Flower

Councillors had previously been circulated with a copy of a letter and grant form, received from Llanilltyd Fawr in Flower regarding summer grants. The Town Clerk informed Councillors that she believes the Town Council are not eligible for this grant, but a member of Llanilltyd Fawr in Flower came to the office and stated that we were.

RESOLVED: That the Town Council submits an application to Llanilltyd Fawr in Flower for a summer grant in the sum of £75.

366. DEVELOPMENT**To note planning application 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.

367. CEMETERY

The following Burial matters were noted

- 1) Burial of John Overy, Grave Number C203 (new plot) on 7th March 2014
- 2) Burial of Jane Ayres, Grave Number B41 (re-open) on 28th March 2014

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 matter 1.

Information relating to Cemetery Forum, letter re borrowing from Public Works Loan Board and letter from HRT re Land by B4265

Councillors had previously been circulated with a copy of a letter dated 10th March 2014, sent to Jane Hutt AM from Lesley Griffiths AM, forwarded to the Town Council relating to Public Works Loan Board available to the Town Council for purchasing additional Cemetery land. A letter had also been received from Herbert R Thomas, representing D M Thomas, owner of the plot of land alongside the B4265, the letter stated their client was not interested in gifting or selling this plot of land. Noted.

368. RECREATION AND OPEN SPACES**Play Equipment Reports 7th April 2014**

Councillors had previously been circulated with a copy of the playground Inspection/Maintenance Report dated 7th March 2014. The Town Clerk informed Councillors that the zip wire and repairs to basket swing should be taking place 1st May 2014. A complaint had been received regarding the bin in the under 10's playarea, as an ashtray was on the top of the new bin. She had instructed the gardener/handyman to remove the ashtray. The complainant has now asked if signs could be installed stating the area was a no smoking zone. They have been advised to write to the Council. Noted.

Letter requesting construction of seating perch on Recreation Field to the east end of the Bowling Green Pavilion

Councillors had previously been circulated with a letter and drawings received 10th April 2014, from a resident requesting permission to install a seating perch to the east end of the Bowling Pavilion, alongside the footpath.

RESOLVED: That a site visit be arranged with the resident to discuss further.

Request from Councillor J Evans to look at developing the Miri Mieri Garden as a picnic area

Councillors had previously been circulated with a copy of a letter signed by 3 Councillors asking for this item to be discussed again. Attached was a drawing detailing a proposal that the

area in the Under 10's playarea be developed into a picnic area and possibly include a couple of additional pieces of play equipment. This would involve moving the current fence, levelling the ground and installation.

RESOLVED: That Councillor Evans and the Town Clerk liaise and draw up a plan for the proposed area, along with costings and proposed schedule of works, and bring all details back to a meeting of the Recreations and Building Committee.

Further

RESOLVED: That the Town Clerk does not proceed with planting wild flowers in this area.

369. LORNA HUGHES PARK

To discuss quotations for purchase and instalment of new park bench

Councillors had previously been circulated with copies of quotations for the installation of a new bench in Lorna Hughes Park due to the current bench being removed for safety reasons. Copies of quotations for wooden and recycled plastic benches were also circulated.

RESOLVED: That the Elwood bench from Glasdon be ordered with commemorative plaque in dark oak, in the sum of £571.67+vat.

Further

RESOLVED: That the quotation received from Davey Daw in the sum of £320 be accepted for the installation.

To discuss 'Have a Field Day' Event

Councillors had previously been circulated with a copy of a letter received on 9th April 2014, from Fields In Trust inviting the Town Council to take part in their Have a Field Day this year.

RESOLVED: That the Town Council organise a Have a Field Day in Lorna Hughes Park, aimed for the playgroups/nursery schools, themed Teddy Bears Picnic.

370. OLD SCHOOL

To discuss refurbishing of the Council Chamber

Councillors had previously been circulated with copies of an agenda brief received from Councillor Evans regarding the possible refurbishment of the Council Chamber. This included storage of items, reorganising shelving, protection of photographs, rearranging of furniture and painting.

RESOLVED: That in the first instance advice be sought from Susan Edwards from Glamorgan Archives in relation to the protection of the photographs.

To discuss amendments to plans for the outside play area for Cylch Meithrin Llanilltud Fawr

Councillors had previously been circulated with copies of amended plans for the outside area for Cylch Meithrin, this included a request for a new storage bunker alongside their existing shed.

RESOLVED: That permission be given to the Cylch Meithrin to proceed with their plans for the outside area, provided they understand the Town Council does not take any responsibility for the equipment nor the safety of the children whilst playing there.

Further

RESOLVED: That permission be given for the installation of a new shed subject to no objections from Compass Community Care.

371. TOWN HALL

Agenda brief re Tourist Information Hub

Councillors had previously been circulated with copies of an agenda brief and application form received from Creative Rural Communities, following a meeting held between Councillor Evans, Town Clerk and Nia Hollins from Creative Rural Communities, this meeting had been called as agreed by the Full Town Council meeting held 28th November 2014. The meeting was regarding the Visitors Centre possibly becoming a Tourist Information Hub.

RESOLVED: That the Town Council withdraws its application to become a Tourist Information Hub, as we currently provide the service they are asking us to do, and it would be of no benefit.

372. SEAVIEW PARK

To discuss agenda brief for refurbishment of Seaview Park Memorial Gates

Councillors had previously been circulated with a copy of an agenda brief and breakdown of tenders received regarding the refurbishment of the Memorial Gates at Seaview Park, with an explanation between galvanised process and non-galvanised process.

RESOLVED: That subject to confirmation that the Gates will be returned painted black and gold, the quotation received from A P Engineering in the sum of £1650 + vat for galvanising, be accepted.

373. VALE OF GLAMORGAN COUNCIL

Vale of Glamorgan Councillors Report

Councillor John reported that it had been a busy month with the next couple of weeks seeing items of interest for Llantwit Major. Monday 28th April sees the report on the school amalgamation results being brought before Cabinet, along with the findings from the questionnaires about the library. Stallcourt Avenue had recently been refurbished but there are still some small areas to be finished. Concerns have been raised over the amount of litter 'flying' around the streets as black bags are being put out before the collection days. It is hoped an Officer will be visiting these areas.

Councillor Hacker informed Councillors he was still heavily involved in looking at the reorganisation of the hospitals with the details still not finalised, it is hoped more information will be available middle part of next week. Currently it looks like option 2 is the preferred

option, but both he and Councillor K Geary are opposing this. It all depends on the proposed new hospital in Cwmbran.

To discuss and comment on Alternative sites on the Local Development Plan 2011-2026

Councillor Mrs S Geary declared an interested and vacated the Council Chamber.

Councillors had previously been circulated with a copy of a letter received on 21st March 2014, from the Vale of Glamorgan Council seeking comments from the Town Council in relation to the Alternative Sites on the Local Development Plan 2011-2026. A discussion followed with it being resolved that the Town Council submit the following comments in relation to the Alternative Sites.

RESOLVED: Proposed site ASN 24, Land at Wick Road, this site has a history of flooding and in fact has a natural water supply running through it, there is concern that residential building on this site would create further flooding issues at the bottom of Turkey Street and Castle Street.

Proposed site ASN 41, Land South West of Orchard Farm House, it is felt that residential building on this site would create further flooding to the shop area in Boverton that has already suffered in the recent years to serious flooding.

Proposed site ASN 54, Land to the rear of Heol-y-Felin, this site was in fact on the last LDP as a reserve site and was taken out. The Town Council feels that with an entrance to the site coming out on Ham Lane East adjacent to the proposed new Llantwit Learning Community, this would create additional traffic to a site already busy and congested at certain times of the day.

Proposed site ASN 72, Land East of Harding Close, this area is considered a flood plain, and there has been considerable flooding over recent years at the 'bottom' end of this plot in the shop area of Boverton.

Proposed site ASN 73, Land North of Orchard Lodge, this road intersection is already an extremely busy section and has seen numerous accidents over the years, to add an additional junction would be adding to an already busy area. That the Town Council urges the Vale of Glamorgan Council to reject all the above sites as Alternative Sites in the Local Development Plan 2011-2026.

Further

RESOLVED: That an additional letter be sent with the Town Council observation in relation to Proposed site ASN 88, Land West of Llanmaes Road. These observations should include that Llantwit Major is in the process of being 'marketed' as the gateway to the Heritage Coast, we do not feel that a retail development on the fringe of the Town would be the way forward. The Vale of Glamorgan Council are currently conducting a Town Centre framework on Llantwit Major and the impact of a large retailer on the outskirts would not benefit our retailers in the town centre and following a major refurbishment of nearly £300,000 in 2011, it would be a shame to see the local shops suffer. We believe there would be a huge impact on the visitors to the town centre as there would not be the footfall, as many visitors would not venture into the town centre.

Councillor Mrs Geary entered the Council Chamber.

Letter from Parks & Grounds Maintenance Manager, Vale of Glamorgan Council reference the land at Trebeferad

Councillors had previously been circulated with a copy of a letter dated 9th April 2014 received from Vale of Glamorgan Council regarding the Land at Trebeferad. Noted.

374. WELSH GOVERNMENT

To discuss Part 7 Communities & Community Council Guidance including Statutory Guidance to Principal Councils and Community Town Councils in Wales

Councillors had previously been circulated with a copy of an email dated 10th April 2014, received from the Welsh Government regarding Part 7 Communities & Community Council Guidance including Statutory Guidance to Principal Councils and Community Town Councils in Wales, the email contained a link to the consultation document. The Town Clerk reported that she had read the document and compared it to the previous one, which the Town Council had sent observations on, but she could not see any glaring differences. Noted.

375. MISCELLANEOUS

To discuss application for Portman Tree Services to be included onto Town Councils Tender List

Councillors had previously been circulated with a copy of a letter received 7th April 2014 from Portman Tree Service requesting inclusion to the Town Council tender list.

RESOLVED: That subject to production of insurance certificates and copy of qualification certificates Portman Tree Services be included on the Town Council tender list.

To discuss letter requesting the Town Crier to attend a wedding in Llantwit Major

Councillors had previously been circulated with a copy of a letter dated 8th April 2014 received from a local resident requesting the services of the Town Crier at their wedding to lead the wedding group from the Church to their reception. The Town Clerk informed Councillors that she had been in contact with the Town Crier and he was happy to proceed subject to permission from the Council.

RESOLVED: That permission be given for the Town Crier to take part in the wedding.

To discuss a Councillor attending Annual General meeting for Cylch Meithrin Llanilltud Fawr on 6th May 2014

Councillors had previously been circulated with a copy of an email dated 9th April 2014 received from the Chair of Cylch Meithrin Llanilltud Fawr inviting a representative from the Town Council to attend their Annual General Meeting.

RESOLVED: That a letter be sent to the Cylch Meithrin thanking them for the invitation but informing them that unfortunately the Town Council have a meeting the same night and therefore no representative would be available to attend.

To discuss Minehead Currach Project

Councillors had previously been circulated with a copy of a letter dated 12th April 2014 received from a local resident regarding a proposed Minehead Currach Project to be held later in the year.

RESOLVED: That the Town Council support the Project and Councillor Ingram be nominated to liaise with the resident concerned and keep the Town Council updated with developments.

To discuss Llantwit Majors Rugby 1st XV upcoming final of the SWALEC Bowl

Councillors had previously been circulated with two agenda brief regarding the success of Llantwit Majors Rugby 1st XV reaching the upcoming final of the SWALEC Bowl, and a request that a congratulation letter be sent to LMRFC and to the Gem newspaper.

RESOLVED: That a letter be sent to the 1st XV at Llantwit Major Rugby Football Club congratulating them on reaching the final of the SWALEC Bowl and wishing them all the best on the day, a copy of the letter be sent to the Gem newspaper. Councillor Evans and Councillor Ingram be given permission to be official Town Council representatives at the match as they are attending.

Poster inviting people to attend open session at Cardiff Royal Infirmary on April 30th 2014 for second phase of the transformation of services

Councillors had previously been circulated with a copy of a poster received at the Town Council office regarding an open session at Cardiff Royal Infirmary on April 30th 2014 for second phase of the transformation of services. Noted.

SIGNED
MAYOR

DATED