

Minutes of the Meeting of Llantwit Major Town Council held on Thursday 25th September 2014
at 7.05pm at the Town Hall, Llantwit Major

PRESENT; Chairman – Councillor M Mason - Town Mayor

 Councillors Mrs S Hanks) BOVERTON WARD
 Mr J Evans)
 Mr R Jenkins)
 Mr M Marsh)
 Mr E Hacker)
 Mr D Foster) NORTH WARD

 Mrs S Geary) SOUTH EAST WARD

 Mr G John)
 Mrs P Lancaster) WEST WARD

Sergeant Mark John
 Mr Geraint Evans – Vale Youth Services
 Ms Ve Van de Voorde – Youth Participation Officer
 Ieuan Moss – Youth Council
 Nia Rees - Youth Council

Apologies received from.
 Councillor Mrs A Knight – Illness
 Councillor E Williams – Prior commitment
 Councillor K Geary – Prior commitment
 Councillor G Ingram - Illness

Declarations of Interest Forms were received from Councillors.
 Pursuant to the requirements of this Councils Code of Conduct, Councillor Mrs S Geary declared an interest under Recreation and Open Spaces, Item 5, Proposal to discuss Notice Boards for the Allotment and Cemetery site.

Councillor Mason asked Councillors permission to bring forward Youth Council, to receive Youth Activity Progress and to bring forward Community Constable, to receive Community Constable Report.

RESOLVED: That permission be given to bring forward agenda items Youth Council, to receive Youth Activity Progress and Community Constable, to receive Community Constable Report.

443. **ITEM BROUGHT FORWARD**
YOUTH COUNCIL

Youth Activity Progress

Nia Rees and Ieuan Moss introduced themselves to the Councillors as the representative for the Youth Council. They informed Councillors that they had held two meetings during the Summer months.

Firstly they had discussed how the Library could better serve teenagers. The Youth Council felt the Library needed to publicise far more what services they provide. They felt the library needed to be more colourful in their branding, have more Author readings for the youth and advertise the fact that they have a website where you can download weekly magazine publications. The Youth Council then challenged the Councillors to a Social Night. They suggested a games night and various ideas between all followed on games ideas, dates and venues for the proposed event.

They then informed Councillors that they were all taking part in a training day on 23rd October 2014 to become Rights Ambassadors. This is to teach young people of children's rights in society. The Youth Council asked Councillors if they would like to attend a Workshop in February 2015 on this issue.

Ieuan Moss stated they have all signed up to become Millennium Volunteers. He explained that this is a voluntary scheme where the Youth would participate in 50, 100 or 150 hours voluntary work in the community.

Nia Rees informed Councillors they are actively trying to recruit new members and there are plans to advertise by developing a Logo, circulating posters and organising power point presentations to various youth organisations.

Finally they mentioned that they would like to be actively involved in the Remembrance Service Parade this year. Councillors informed the Youth Council to attend the Royal British Legion meeting on the 7th October 2014.

RESOLVED: That a Games Night between the Youth Council and Town Council be organised for the 7th November between 6.30pm and 9.00pm in the Town Hall.

The Youth Council vacated the Town Hall.

COMMUNITY CONSTABLE

To receive Community Constables Report

Sergeant Mark John introduced himself to Councillors. He stated that he had taken over the post of Sergeant on 1st August 2014. Sergeant John reported that for the month of August there were 24 crimes of which 13 were detected. For the month of September up to the 25th of the month there had been 15 crimes of which 9 had been detected.

Sergeant John confirmed he was aware of the drug and antisocial behaviour problems in a small area of the community and the matter is in hand.

Councillor G John brought to Sergeant John's attention the continuing problems of the obstructions caused by vehicles parking illegally outside the front of the Spar shop and the Sunkiss Shop. He raised his concerns that there could be a serious accident if these obstructions are allowed to continue. Sergeant John agreed to investigate this matter further

Councillor Mrs P Lancaster asked Sergeant John to pass on her thanks to Pc.Malone for all his support and quick response in dealing with the vandalism to the flowers in the Town Centre.

Sergeant Mark John vacated the Town Hall.

444. MINUTES

Full Town Council meeting held 31st July 2014

The minutes of the Full Town Council meeting held on 31st July 2014, had previously been circulated to the Council members.

RESOLVED: That the Minutes of the Full Town Council Meeting held on 31st July 2014 be adopted and accepted as a true record.

Matters Arising

There were no matters arising.

Special Full Town Council meeting held 7th August 2014

The minutes of the Special Full Town Council meeting held on 7th August 2014, had previously been circulated to the Council members.

RESOLVED: That the Minutes of the Special Full Town Council Meeting held on 7th August 2014 be adopted and accepted as a true record.

Matters Arising

There were no matters arising.

Special Full Town Council meeting held 8th September 2014

The minutes of the Special Full Town Council meeting held on 8th September 2014, had previously been circulated to the Council members.

RESOLVED: That the Minutes of the Special Full Town Council Meeting held on 8th September 2014 be adopted and accepted as a true record.

Matters Arising

Councillor Foster stated that he and the Town Clerk had attended the Meeting for reshaping services on the 24th September 2014. This meeting looked into the future of the joint working of the Town and Vale Council and if and where cuts could be made. Councillor Foster stated the importance of keeping communication links between Councils open. Councillor Mason informed Council that he felt he should have represented the Council as Mayor of Llantwit Major at this meeting. Noted.

Planning Committee meeting held 11th August 2014

The minutes of the Planning Committee meeting held on 11th August 2014, had previously been circulated to the Council members.

RESOLVED: That the Minutes of the Planning Committee meeting held on 11th August 2014 be adopted and accepted as a true record and all recommendations be actioned by the Town Clerk.

Citizen Awards meeting held 10th September 2014

The minutes of the Citizen Awards meeting held on 10th September 2014, had previously been circulated to the Council members.

RESOLVED: That the Minutes of the Citizen Awards meeting held on 10th September 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 15th September 2014

The minutes of the Planning Committee Meeting held on 15th September 2014, had previously been circulated to the Council members. Councillor Mason stated that he was not happy with the location stated on the report.

RESOLVED: That the observations of the meeting be accepted and submitted, but the report of the meeting be deferred.

Matters Arising

There were no matters arising.

Five Year Plan meeting held 16th September 2014

The minutes of the Five Year Plan held on 16th September 2014, had previously been circulated to the Council members.

RESOLVED: That the Minutes of the Five Year Plan meeting held on 16th September 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.

445. 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.

446. TOWN MAYOR

Councillors had previously been circulated with a copy of the Town Mayors engagements undertaken for the period 31st July 2014 to 21st September 2014. Councillor Mason informed Councillors that he had also attended the St Illtyd Church Flower Festival on 23rd August 2014 as this was not listed. Noted.

Questions to Town Mayor

There were no questions to the Town Mayor.

To discuss the purchase of Past Mayors medal

Councillors had previously been circulated with copies of quotations and designs for Past Mayors medals. Councillors discussed the design and colour for the past Mayors medals.

RESOLVED: That Coventry Silver medal are to be purchased. They will be worn with a maroon ribbon around the neck and a scroll at the bottom of the medal displaying 'Past Mayor'. That ten medals with scroll, ribbon and presentation case be ordered in the sum of £488.50 including carriage and VAT.

447. COUNCIL MEETING**Meetings for the Month of October 2014**

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

448. PROCEDURAL MATTERS**Action Tracker**

Councillors had previously been circulated with an up to date Action Tracker. Councillor Mrs P Lancaster asked whether the Council would consider re-dedicating the Cenotaph after the work was completed and to mark the World War 1 Centenary celebrations.

Councillor Mrs P Lancaster to write an Agenda Brief to put on Octobers Full Town Council Meeting to discuss this matter further.

Councillor Mason confirmed that the Teddy Bears Picnic had not taken place.

Minutes from Llantwit Major Events Group held on 6th July 2014

Councillors had previously been circulated with the minutes, dated 6th July 2014, of the Llantwit Major Events Group. Councillor Mrs P Lancaster informed Councillors that the BBQ event had been cancelled. She also confirmed the date for Christmas Illuminations Switch On is 6th December 2014. Noted.

Minutes from the Npower Local Liaison Committee held on 19th June 2013

Councillors had previously been circulated with the minutes, dated 19th June 2013, of the Npower Local Liaison Committee Meeting. Noted.

Members Report

Councillor M Marsh updated Councillors on the Community Liaison Committee meeting he attended on 17th September 2014. The Meeting discussed the possible ways forward for reshaping of services for Local Councils. Topics discussed included merging councils to reduce costs and outsourcing some services to Local Councils (eg. Public Toilets/Footpaths)

449. FINANCE**Income for the period 25th July 2014 to 12th September 2014**

Councillors had previously been circulated with a copy of the Income for the period 25th July 2014 to 12th September 2014. Noted.

Expenditure for the period 25th July 2014 to 18th September 2014

Councillors had previously been circulated with a copy of the Expenditure for the period 25th July 2014 to 18th September 2014. Noted.

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

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

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

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

450. 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.

451. CEMETERY

The following Burial matters were noted

- 1) Burial of Grace Winifred Bounds, Grave Number Hj4 (re-open) on 28th July 2014
- 2) Burial of Valarie Haynes, Grave Number La5 (re-open) on 20th August 2014
- 3) Burial of Megan Evans, Grave Number Lb8 (re-open) on 28th August 2014
- 4) Burial of Violet Sweeping, Grave Number F315 (re-open) on 16th September 2014

452. RECREATION AND OPEN SPACES**To discuss application for Llantwit Major RFC to hold a Firework Display on the Recreation Ground 5th November 2014.**

Councillors had previously been circulated with an application from Llantwit Major RFC to hold a Firework Display on the Recreation Ground on 5th November 2014.

RESOLVED: That permission be given for the Llantwit Major RFC to hold a Firework Display on the Recreation Ground on 5th November 2014.

Vale of Glamorgan Playground Maintenance Logs for 7th July 2014

Councillors had previously been circulated with the Playground Area Inspection dated 7th July 2014. Noted.

Vale of Glamorgan Playground Maintenance Logs for 7th August 2014

Councillors had previously been circulated with the Playground Area Inspection dated 7th August 2014. Noted.

To note update on the Tennis Courts

Councillors had previously been circulated with an Agenda Brief detailing an update on the Tennis Courts. Councillor J Evans informed Councillors that a meeting was taking place next week with the Rugby Club to discuss the affiliation with the Tennis Club. Noted.

To discuss quotations received regarding the Notice Boards for the Allotments and Cemetery site.

Councillor Mrs S Geary declared an interest in this item.

Councillors had previously been circulated with an Agenda Brief and Quotations dated the 3rd and 5th of March 2014 detailing the cost of purchasing Notice Boards for the Allotment Site and Cemetery Site. The Town Clerk confirmed to Councillors that the CASH Grant had been unsuccessful so the budget for purchasing the two Notice Boards was set at £1500.

Councillors discussed if new Notice Boards were actually required. Councillors noted that there were no Notice Boards in the North Ward where the Allotment site is located.

RESOLVED: That the quotation received from Village Urban be accepted in the sum of £1440 (inc.vat) for the purchase of two Notice Boards at the Allotment and Cemetery Site. This is subject to acceptable Guarantees received from Village Urban.

To discuss recommendations by Five Year Plan Committee to proceed with new equipment in U10's Play Area

Councillors had previously been circulated with an Agenda Brief and Costings detailing recommendation from the Five Year Plan Committee to proceed with new equipment for the U10's Play Area.

RESOLVED: That permission be given to proceed and purchase three new pieces of play equipment and associated works for the U'10s Play Area in the sum of £5707.14.

To discuss purchase of a Water Bowser

Councillors had previously been circulated with an Agenda Brief and quotations for purchasing a Water Bowser. The Town Clerk confirmed the Water Bowser borrowed at present from Llanilltud Fawr in Flower was a Compact Trolley Mounted Powered Waterer.

RESOLVED: That permission be given to proceed and purchase the Compact Trolley Mounted Powered Waterer from SCH Supplies at a cost of £612.00 inc. VAT.

453. OLD SCHOOL

To discuss way forward with photographs and memorabilia in the Council Chamber

Councillors had previously discussed what should happen to protect and restore the photographs/memorabilia in the Council Chamber. Presently they are packed and stored in the Town Hall.

RESOLVED: That the item be deferred until after the Llantwit Major Library has vacated the Council Chamber.

To note Agenda Brief re works to Bank Annex and Council Chamber

Councillors had previously been circulated with an Agenda Brief detailing the completed works to the Bank Annex and Council Chamber. Noted.

To note final breakdown figures regarding works to Compass Building

Councillors had previously been circulated with Costings detailing the completed works to the Compass Building. Noted.

454. VALE OF GLAMORGAN COUNCIL

Vale of Glamorgan Councillors Report

Councillor John reported that he had a meeting with Mari-Wyn Elias Jones (Vale of Glamorgan Town Centre Development Officer) to discuss looking into starting an open market in Llantwit

Major. The Town Centre Development Team have successfully completed an Application to receive £35,000 funding towards developing a market in Llantwit Major

To discuss Application to vary premises Licence of the Tudor Tavern

Councillors were previously circulated with an Application dated 11th September 2014 requesting varying the Premises Licence of the Tudor Tavern. Councillors discussed their concerns regarding extending the licence times of the Public House and the further problems this would cause local residents with the elongated closing times and noise levels.

RESOLVED: That the Town Clerk write to the Vale of Glamorgan Licensing Enforcement Officer informing them that the Town Council object to this Application. The response be formulated based upon the four licensing objectives.

To discuss response to consultation re Local Housing Strategy

Councillors were previously circulated with a letter and draft Local Housing Strategy document dated 1st September 2014 detailing the vision for local housing in the next five years. Councillor Mason reminded Councillors that a presentation was received on 15th September 2014. Noted.

To discuss response to consultation re Affordable Housing Market Assessment.

Councillors were previously circulated with a letter from the Vale of Glamorgan Housing Services regarding a consultation re Affordable Housing Market Assessment. Councillor Mason reminded Councillors that a presentation was received on 15th September 2014. Noted.

Verbal update re meetings regarding the reshaping of services within the Council.

Councillors were previously circulated with a Document from the Community Liaison Committee dated 17th September 2014 detailing the reshaping of services within the Vale of Glamorgan Council. Councillor D Foster and Councillor M Marsh had verbally given updates on the reshaping service within the Council under items Members Reports and receiving the Minutes of the Special Meeting dated 8th September 2014. Noted.

455. WELSH GOVERNMENT

To discuss response to the Welsh Government White Paper on ‘Reforming Local Government’ as previously circulated at Full Town Council Meeting 31st July 2014

Councillors had previously been circulated with a copy of the White Paper on ‘Reforming Local Government’ produced by the Welsh Government at the Full Town Council Meeting on 31st July 2014. Councillors discussed the written response formulated by Councillor John, Councillor Foster, Councillor Mr K Geary, Councillor Mrs P Lancaster and the Town Clerk and agreed no changes to the document were required.

RESOLVED: That permission be given for the Town Clerk to forward the Town Councils written response to ‘Reforming Local Government’ to the Welsh Government.

456. **PUBLICATIONS RECEIVED**

The Autumn Issue of the Journal of the Institute of Cemetery and Crematorium Management

Councillors were informed that a copy of the Autumn Issue of the Journal of the Institute of Cemetery and Crematorium Management was available in the Town Council office. Noted.

The Annual Report 2014 and the Financial Summary Statement for year ending 31st March 2014 from the Institute of Cemetery and Crematorium Management

Councillors were informed that a copy of the Annual Report and the Financial Summary Statement from year ending 31st March 2014 from the Institute of Cemetery and Crematorium Management was available in the Town Council office. Noted.

SIGNED
MAYOR

DATED