

Minutes of the Meeting of Llantwit Major Town Council held on Thursday 29th January 2015 at 7.05pm in the Llantonian 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
 Mr E Williams

 Mrs P Lancaster) WEST WARD
 Mr G John)

Apologies received from.

Councillor G Ingram - Illness

Councillor Mrs A Knight – Illness

Councillor Mrs S Geary – Family bereavement

Youth Council representative – prior commitment

A minutes silence was held in remembrance of Councillor Mr Keith Geary who sadly passed away on 4th January 2015.

Declarations of Interest Forms were received from Councillors.

Pursuant to the requirements of this Councils Code of Conduct, Councillor Mr E Williams declared an interest under Miscellaneous, Item 1, to discuss proposal by Mr Clifford Edge re the Chantry Priest House.

Pursuant to the requirements of this Councils Code of Conduct, Councillor Mrs P Lancaster declared an interest under Recreation and Open Spaces, Item 5, to note the drawings submitted by the Bowls Club in relation to works within the sports pavilion.

Pursuant to the requirements of this Councils Code of Conduct, Councillor Mr M Mason declared an interest under Recreation and Open Spaces, Item 5, to note the drawings submitted by the Bowls Club in relation to works within the sports pavilion.

Pursuant to the requirements of this Councils Code of Conduct, Councillor Mr E Hacker declared an interest under Recreation and Open Spaces, Item 5, to note the drawings submitted by the Bowls Club in relation to works within the sports pavilion.

Pursuant to the requirements of this Councils Code of Conduct, Councillor Mr G John declared an interest under Vale of Glamorgan Council, Item 2, to discuss proposed parking standards 2014 supplementary planning guidance.

506. MINUTES**Full Town Council meeting held 18th December 2014**

The minutes of the Full Town Council meeting held on 18th December 2014, had previously been circulated to the Council members.

RESOLVED: That the Minutes of the Full Town Council Meeting held on 18th December 2014 be adopted and accepted as a true record.

Matters Arising

There were no matters arising.

Special Full Town Council meeting held 15th January 2015

The minutes of the Special Full Town Council meeting held on 15th January 2015, had previously been circulated to the Council members.

RESOLVED: That the Minutes of the Special Full Town Council Meeting held on 15th January 2015 be adopted and accepted as a true record.

Matters Arising

There were no matters arising.

Planning Committee meeting held 6th January 2015

The minutes of the Planning Committee meeting held on 6th January 2015, had previously been circulated to the Council members.

RESOLVED: That the Minutes of the Planning Committee meeting held on 6th January 2015 be adopted and accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

Citizen Awards meeting held 12th January 2015

The minutes of the Citizen Awards meeting held on 12th January 2015, had previously been circulated to the Council members..

RESOLVED: That the minutes of the Citizen Awards meeting held on 12th January 2015 be adopted and accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

Finance & Policy Meeting held 15th January 2015

The minutes of the Finance & Policy meeting held on 15th January 2015, had previously been circulated to the Council members. Councillors noted that on page 3 that under Grant Aid Applications it should state 'Talking Books' and not as previously stated 'Talking Bookds'. Councillors noted on page 3 that under Expenditure and Income up to 31st December 2014 it should state 'bowling rinks' and not as previously stated 'rinks'. Councillors noted on page 10 under section 137 expenditure limit for 2015/16 it should state 'receipt' and not a previously stated 'recept'.

RESOLVED: That subject to the above amendments the minutes of the Finance & Policy meeting held on 15th January 2015 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 16th January 2015

The minutes of the Planning Committee meeting held on 16th January 2015, had previously been circulated to the Council members.

RESOLVED: That the Minutes of the Planning Committee meeting held on 16th January 2015 be adopted and accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

Town Study Steering Group meeting held 22nd January 2015

The minutes of the Town Study Steering Group meeting held on 22nd January 2015, had previously been circulated to the Council members.

RESOLVED: That the Minutes of the Town Study Steering Group meeting held on 22nd January 2015 be adopted and accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

507. 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.

508. TOWN MAYOR

Councillors had previously been circulated with a copy of the Town Mayors engagements undertaken for the period 18th December 2014 to 28th January 2015. Noted.

Questions to Town Mayor

There were no questions to the Town Mayor.

509. COMMUNITY CONSTABLE

To receive Community Constables report

Councillors received a written update from PC Malone as he was unable to attend the meeting due to a prior commitment. PC Malone stated in his report that since the 18th December 2014 there had been a total of 17 crimes of which 10 had been detected. These crimes included two burglaries in the town centre, domestic issues and malicious damage to two vehicles.

510. COUNCIL MEETING

Meetings for the Month of February 2015

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

511. PROCEDURAL MATTERS

Action Tracker

Councillors had previously been circulated with an up to date Action Tracker.

The Town Clerk confirmed to Councillors that there had been no responses to her request from landowners as to whether they have land they would consider for use as future burial ground.

Members Report

Llanilltud in Flower

Councillor Mrs P Lancaster attended the Annual General Meeting of Llanilltud in Flower.

She confirmed that at present they had 30 members and had a very successful fundraising year.

They had completed planting a new Surgery garden near Llantwit Major Library. Great assistance was provided by the Rotary Club and the garden would be officially opened towards the end of March 2015.

Community Liaison Committee Meeting

Councillors Mr M Marsh stated he had attended a Community Liaison Meeting. Two presentations were given which included a talk on emergency procedures to follow if you are flooded.

Pub Watch

Councillor Mr J Evans stated he had attended a Pub Watch Meeting. There were no issues to report.

To note the Constitution of Llantwit Major Events Group

Councillors had previously been circulated with the Constitution of Llantwit Major Events Group. Noted.

To note the Statement of Affairs for Llantwit Majors Events Group for the Christmas Illuminations held on 6th December 2014.

Councillors were previously circulated with a Statement of Affairs dated 3rd January 2015 for Llantwit Major Events Group Christmas Illuminations held on 6th December 2014.

Councillors all agreed that Mr Derek Driver had produced an excellent and concise Statement of Accounts.

RESOLVED: That the Town Clerk write to Mr Derek Driver complimenting him on the outstanding Statement of Accounts.

To discuss Agenda Brief to set date for Working Group Meeting

Councillors were previously circulated with an Agenda Brief detailing setting a date for a Working Group Meeting. Councillors discussed possible dates for the meeting.

RESOLVED: That the Working Group Meeting will be held in the Heritage Centre, Town Hall on Thursday 12th February 2015 at 1pm.

To discuss Agenda Brief to set date for Recreation & Buildings Meeting

Councillors were previously circulated with an Agenda Brief detailing setting a date for a Recreation & Buildings Meeting. Councillors discussed whether it was required to hold a Recreation & Buildings Meeting or if the Agenda Items could be added to the next Full Town Council Meeting.

RESOLVED: That the Agenda Items for the Recreations & Buildings meeting be added to the Full Town Council Meeting to be held on the Thursday 26th February 2015 at 7.05pm in the Llantonian Hall, Llantwit Major.

To nominate substitute to sit on the Bowls Club Sub Committee

Councillors discussed the need to appoint a substitute to sit on the Bowls Club Sub Committee.

RESOLVED: That Councillor Mrs S. Hanks be appointed as the substitute to sit on the Bowls Sub Committee.

To adopt the Financial Risk Assessment Report

Councillors were previously circulated with the amended Financial Risk Assessment Report. Noted.

To accept Terms of Reference for the Council Chamber Redecoration Committee

Councillors were previously circulated with a Terms of Reference for the Council Chamber Redecoration Committee. Councillor Mrs S Hanks queried that she had understood that Councillor Mrs P Lancaster was to be part of the Committee. Councillors discussed this matter.

RESOLVED: That Councillor Mrs P Lancaster be added to the Council Chamber Redecoration Committee.

512.

YOUTH COUNCIL

Youth Activity Progress

No members of the Youth Council were present at the meeting.

To note minutes of the Llantwit Major Youth Council held on 11th December 2014

Councillors were previously circulated with the minutes of the Llantwit Major Youth Council held on the 11th December 2014. The Town Clerk confirmed to Councillors that the Youth Council had been in contact with Llantwit Major Library. Noted.

513. FINANCE

Income for the period 18th December 2014 to 19th January 2015

Councillors had previously been circulated with a copy of the Income for the period 18th December 2014 to 19th January 2015. Noted.

Expenditure for the period 12th December 2014 to 19th January 2015

Councillors had previously been circulated with a copy of the Expenditure for the period 12th December 2014 to 19th January 2015. Councillor Mrs P Lancaster queried the unpaid cheque. The Town Clerk confirmed that the cheque had since been resubmitted and all bank charges incurred paid by the client. The Town Clerk confirmed that the transfer to Unity Trust Bank had been successful and the only outstanding issue remaining was the setting up account details with HMRC. Noted.

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

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

To ratify Precept amount and proposed budget sheets for 2015/2016 as recommended by the Finance and Policy Committee.

Councillors had previously been circulated with the precept amount and proposed budget sheets for 2015/2016 as recommended by the Finance and Policy Committee. The Town Clerk confirmed to Councillors that the Finance and Policy Committee had resolved to increase the precept amount by £1. Councillors queried why Twinning is still part of the expenditure budget. The Town Clerk confirmed to Councillors that although no longer a Twinning Committee relations with Le Pouliguen continue and a budget is required to cover events when Le Pouliguen residents visit Llantwit Major or vice versa.

RESOLVED: The Town Clerk to write a letter to the Vale of Glamorgan Council confirming the Precept request of £225,184 for financial year 2015/2016.

To discuss quotation for the Fire Alarm Maintenance Contract from 1st April 2015 to 31st March 2018

Councillors had previously been circulated with a quotation, dated 6th January 2015, from the Fire Alarm Maintenance Contract from 1st April 2015 to 31st March 2018.

RESOLVED: That permission be given to accept the quotation from Tremorfa Ltd for the Fire Alarm Maintenance from the 1st April 2015 to 31st March 2018.

514. 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.

To discuss Planning & Training workshop for Community and Town Councillors on 26th February 2015 at Wenvoe Community Centre

Councillors were previously circulated with an email dated 18th December 2015 detailing a Planning & Training workshop for Community and Town Councillors. Councillor discussed that this course and all agreed it would be useful for all on the Planning Committee to attend. Councillors noted that it was on the same night as February's Full Town Council meeting.

RESOLVED: That the Town Clerk check to see if there are plans to hold any further Planning and Training workshops as it coincides with February's Full Town Council Meeting. If there are no alternative dates permission be given for Councillor Mrs P Lancaster to attend the workshop on 26th February 2015.

515. CEMETERY

The following Burial matters were noted

- 1) Burial of Audrey Madge Symmonds B31 (re-open) on 16th December 2014
- 2) Burial of Richard McClean C196 (new plot) on 26th January 2015

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 2.

517. RECREATION AND OPEN SPACES**Play Equipment Reports 3rd December 2014**

Councillors had previously been circulated with a copy of the playground Inspection/Maintenance Report dated 3rd December 2014. Noted

Play Equipment Reports 7th January 2015

Councillors had previously been circulated with a copy of the playground Inspection/Maintenance Report dated 7th January 2015. The Town Clerk confirmed new safety matting had been ordered to put under the 'Whirl' and this will be fitted and additionally filled with top soil and bark shipping as soon as weather permits. Noted.

To discuss email to propose applying for the Recreation Ground, Boverton Road to be established as a Field in Trust site.

Councillors had previously been circulated with an email, dated 30th December 2014, from Councillor Gwyn John to propose applying for the Recreation Ground, Boverton Road to be established as a Field in Trust site.

RESOLVED: That permission be given for the Town Clerk to contact Fields in Trust to look into making the Recreation Ground a Fields in Trust site.

To discuss quote from Boverton Nurseries for purchase of summer bedding plants.

Councillors were previously circulated with a quotation, dated 6th January 2015, detailing the cost of purchasing summer bedding plants. Councillors were informed the bedding plants were required for planting in the Cemetery, around the Cenotaph, at the Old School and outside the Town Hall.

RESOLVED: That permission be given to purchase summer bedding plants from Boverton Nurseries for the sum of £530.64 inclusive of VAT.

To note drawings submitted by Bowls Club in relation to works within sports pavilion.

Councillor Mrs P Lancaster, Councillor M Mason & Councillor E Hacker declared an interest in this item.

Councillors were previously circulated with drawings, dated 6th January 2015, submitted by the Bowls Club in relation to work being undertaken in the Sports Pavilion. Noted.

518 OLD SCHOOL**To note Agenda Brief on redecoration of the Council Chamber**

Councillors had previously been circulated with an Agenda Brief detailing the redecoration of the Council Chamber. Noted.

519. VALE OF GLAMORGAN COUNCIL**Vale of Glamorgan Councillors Report**

Councillor E Hacker and Councillor E Williams informed Councillors they had both attended Planning Meetings.

Councillor G John confirmed to Councillors that the Vale of Glamorgan Councils proposed amalgamation with Bridgend County Council will not proceed as it is considered not to fit the criteria required.

Councillor John confirmed that the official opening of Llantwit Major Library will take place in Mid February.

Councillor John informed Councillors that the Welsh Cabinet have passed the demolition of Eagleswell School for the year end 2016. Further consultation is planned regarding the future of the site.

Councillor John advised Councillors that '106 money from open spaces' is being used to purchase new play equipment for the Bedford Rise Play Park. This park will be redeveloped in Mid March.

Councillor John praised Llantwit Major Comprehensive School for achieving the best GCSE Maths results. Marks were up 20% on last academic year.

To discuss proposed parking standards 2014 supplementary planning guidance

Councillor Mr G John declared an interest in this item.

Councillors were previously circulated with a consultation document detailing the proposed parking standards 2014 supplementary planning guidance. Noted.

520. **PUBLICATIONS RECEIVED**

The Glamorgan Heritage Coast Newsletter

Councillors were informed that a copy of the Glamorgan Heritage Coast Newsletter was available in the Town Council Office. Noted.

South Wales Fire & Rescue Service 5 Year Strategic Plan 2015 – 2020 received via email

Councillors had previously been circulated with the South Wales Fire & Rescue Service 5 Year Strategic Plan 2015 – 2020. Noted.

521. **MISCELLANEOUS**

To discuss proposal by Mr Clifford Edge re the Chantry Priest House

Councillor Mr E Williams declared an interest in this item.

Councillors were previously circulated with a letter dated 22nd January 2015 detailing Mr Clifford Edge proposal re the Chantry Priest House.

RESOLVED: That permission be given for Councillor R Jenkins to sit on the proposed Committee re the Chantry Priest House

SIGNED
MAYOR

DATED