

5 Year Plan Committee meeting held 22nd June 2015

The minutes of the 5 Year Plan Committee meeting held on 22nd June 2015, had previously been circulated to the Council members.

RESOLVED: That the minutes of the 5 Year Plan Committee meeting held on 22nd June 2015 be adopted and accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

Councillor Mason stated that both primary schools will be reusing their stages and therefore unavailable for the Llantonian Hall.

Allotment Sub-Committee meeting held on 25th June 2015

Councillor Williams declared an interest.

The minutes of the Allotment Sub-Committee meeting held on 25th June 2015, had previously been circulated to the Council members. Councillor Mason stated that the next meeting was due to be held on Tuesday 18th August and not Tuesday 17th August as recorded.

RESOLVED: That subject to the above amendment the minutes of the Allotment Sub-Committee meeting held on 25th June 2015, be adopted and accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

Councillor Mrs Geary queried the location and how much of the hedge was the fire station going to be asked to clear. Councillor Evans replied as much as they were prepared to do.

Planning Committee held on 7th July 2015

The minutes of the Planning Committee meeting held on 7th July 2015, had previously been circulated to the Council members.

RESOLVED: That the minutes of the Planning Committee meeting held on 7th July 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.

Footpath Forum Meeting held 7th July 2015

The minutes of the Footpath Forum meeting held on 7th July 2015, had previously been circulated to the Council members.

RESOLVED: That the minutes of the Footpath Forum meeting held on 7th July 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.

Council Chamber Redecoration Committee Meeting held 16th July 2015

The minutes of the Council Chamber Redecoration Committee Meeting held 16th July 2015, had previously been circulated to the Council members.

RESOLVED: That the minutes of the Council Chamber Redecoration Committee Meeting held 16th July 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.

5 Year Plan Committee meeting held 16th July 2015

The minutes of the 5 Year Plan Committee meeting held 16th July 2015, had previously been circulated to the Council members. Councillor Foster informed Councillors that the recommendation by the 5 Year Plan had been reached following discussion regarding the project as it far exceeded what the Town Council were asked originally to consider.

RESOLVED: That the minutes of the 5 Year Plan Committee meeting held 16th July 2015 be adopted and accepted as a true record and all recommendations be actioned by the Town Clerk.

614. 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.

615. TOWN MAYOR

Councillors had previously been circulated with a copy of the Town Mayors engagements undertaken for the period 25th June 2015 to 26th July 2015. Noted.

Questions to Town Mayor

There were no questions for the Town Mayor.

616. COMMUNITY CONSTABLE

Councillor Mrs Lancaster informed Councillors that the local Police had sent their apologies, but had submitted crime figures since the previous meeting. There had been 13 crimes of which 7 had been detected. The crimes included 2 domestic harassments (both detected), 2 domestic assaults (both detected) 1 shed burglary, 1 theft of bike, 3 assaults (2 detected, 1 still being investigated) 3 damages (1 detected) and 1 burglary of an unoccupied house.

617. COUNCIL MEETING**Meetings for the Month of September 2015**

Councillors had previously been circulated with a copy of the council meetings for the month of September.

618. PROCEDURAL MATTERS**Action Tracker**

Councillors had previously been circulated with an up to date Action Tracker. Councillor Foster informed Councillors that both he and the Deputy Town Clerk had visited Llantwit Major Comprehensive School and spent about an hour with the pupils explaining the role and responsibilities of the Town Council. He had seen a copy of the questionnaire after it had been drawn up and looks forward to seeing the results. Noted.

Members Report

Councillor Mrs Hanks reported that the School Garden competition had taken place and was good fun, the butterfly prizes had gone down well.

To discuss letter from Barry Town Council re Vale of Glamorgan reshaping of services

Councillors had previously been circulated with a letter dated 21st July 2015, received from Barry Town Council making initial enquiries to see if the Town Council would be interested in meeting to discuss willingness to share services and skills/experience.

RESOLVED: That the Town Clerk liaise with the Town Clerk of Barry Town Council to seek further information as to what services they were considering.

619. PERSONNEL

Councillors had previously been circulated with an agenda brief regarding the possible appointment of an agency worker for 2 weeks during August to assist the gardener/handyman on jobs within the Cemetery and around all Town Council owned facilities.

RESOLVED: That permission be given for an agency worker to be appointed up to a maximum of 2 weeks during August.

620. YOUTH COUNCIL**Youth Activity Progress**

No members of the Youth Council were present at the Meeting due to holiday leave. Councillor Mrs P Lancaster thanked the Youth Council for raising £81.00 on Victorian Fair Day on behalf of the Mayors chosen charities.

To note the minutes of Llantwit Major Youth Council on 7th July 2015

Councillors had previously been circulated with the minutes of Llantwit Major Youth Council on 7th July 2015. Noted.

621. FINANCE**Income for the period 18th June 2015 to 23rd July 2015**

Councillors had previously been circulated with a copy of the Income for the period 18th June 2015 to 23rd July 2015. Noted.

Expenditure for the period 18th June 2015 to 23rd July 2015

Councillors had previously been circulated with a copy of the Expenditure for the period 18th June 2015 to 23rd July 2015. Noted.

Bank Reconciliation for period 1st June 2015 to 30th June 2015

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1st June 2015 to 30th June 2015. Noted.

Bank Reconciliation for period 1st April 2015 to 30th June 2015

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1st April 2015 to 30th June 2015. Noted.

To discuss invoice from Vale of Glamorgan Council for the North Ward and South East Ward By-Election

Councillors had previously been circulated with a copy of an invoice received from the Vale of Glamorgan Council in the sum of £5872.44 + vat, for charges following the by-elections for

both the North Ward and South East Ward. Councillors raised concerns as to the amount for the elections in 2017 for all four Wards, if this was the figure for only two Wards.

RESOLVED: That the Town Council write to the Vale of Glamorgan Council requesting that the invoice be paid over 2 instalments.

To discuss Hedge Maintenance Contract effective 1st April 2015 to 31st March 2018

Councillors had previously been circulated with an agenda brief and tenders for the Hedge Maintenance contract from 1st April 2015 to 31st March 2018. The Town Clerk explained that the contract was in need of reviewing following the current contractor using a flail to cut the hedges in June, instead of hand cutting.

RESOLVED: That the quotation receive from Edenvale Garden Services in the total sum of £2,850 +vat, for the Hedge Maintenance, be accepted and approved in respect of the period 1st April 2015 to March 2018.

622. 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. Councillor Mrs S Geary asked Councillors to note that the proposal for the first application was an extension and pitch roof. Noted.

To discuss Local Development Plan 2011 - 2026

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

Councillors had previously been circulated with a letter received on 23rd July 2015 from the Vale of Glamorgan Council regarding the Local Development Plan 2011 – 2026, Submission to the National Assembly for Wales for Examination and Focused Changes Public Consultation. Councillors discussed the Plan and noted that there were no changes within Town Council boundaries to the previous Plan.

RESOLVED: That Councillors look at the Plan individually and any comments be forwarded to the Town Clerk. The Town Clerk then calls a Special Full Town Council meeting if required.

Councillor Mrs S Geary entered the Council Chamber.

623. CEMETERY

The following Burial matters were noted.

- 1) Burial of John Clifford in Cremations Remains plot Hm(3) (re open) on 13th July 2015
- 2) Burial of John Edwards in Cremations Remains plot Ma(1) (new plot) on 22nd July 2015
- 3) Burial of Geoffrey Gordon Warren in C197 (new plot) on 24th July 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 matters 2 and 3.

624. RECREATION AND OPEN SPACES

Play Equipment Reports 6th July 2015

Councillors had previously been circulated with a copy of the playground Inspection/Maintenance Report dated 6th July 2015. Noted

To discuss proposal from Avonmore Associates for the Bowling Green for Autumn 2015 and Playing Season 2016

Councillors had previously been circulated with a copy of a quotation for proposed management of Bowling Green 2015/16. Brief discussion followed with it being;

RESOLVED: That the Management of the Bowling Green as proposed by Avonmore Associates proceed.

To give permission for Llantwit Major Rugby Club to hold a Party on the Pitch event on the Recreation Ground on 30th August 2015

Councillor Evans declared an interest.

Councillors had previously been circulated with a copy of an application form for use of the Recreation Ground, received from Llantwit Major Rugby Club to hold a Party on the Pitch event on 30th August 2015. Councillors discussed their frustration that yet again an event had been advertised in and around Llantwit Major prior to permission being received from the Town Council for an event to take place on the Recreation Ground. It was felt that the Town Council are informed as an afterthought and not consulted as custodians.

RESOLVED: That the Vale of Glamorgan Event Officer be contacted to ensure that all necessary paperwork is in place and licences applied for.

Further

RESOLVED: That provided all paperwork is in place a letter be sent to Llantwit Major Rugby Club giving permission for the event to take place, but a reminder be included that as custodians of the Recreation Ground permission should be sought from the Town Council prior to an event being organised or advertised.

To give permission for Llantwit Major 10k Team to hold a charity run starting and finishing on the Recreation Ground on 29th August 2015

Councillor Evans and Councillor Williams declared an interest.

Councillors had previously been circulated with a copy of an application form for use of the Recreation Ground, received from Llantwit Major 10k Team to hold a charity run on 29th August 2015. Councillors felt that their comments from the previous agenda item applied.

RESOLVED: That a letter be sent to Llantwit Major 10k team giving permission for the event to take place, and a copy of the procedure for applying to use the Recreation Ground be included.

To discuss alternative proposal for the seating perch on the Recreation Ground

Councillors had previously been circulated with a copy of a letter and pictures received from a resident requesting permission to extend the seating perch he had originally installed.

RESOLVED: That permission not be given to extend the seating perch due to concerns over the height being above the damp proofing on the Pavilion.

To note the criteria used in calculating the Risk Score with reference to the Annual Playground Inspection Report

Councillors had previously been circulated with a copy of the criteria used by the company who completed the Annual Playground Inspection Reports to complete the risk assessment scoring.

RESOLVED: That the company be asked that next year when compiling the scoring if the likelihood and the severity scoring be shown and not just the overall score.

625. LLANTONIAN HALL

To discuss Agenda Brief and results of questionnaire from hirers reference the staging in Llantonian Hall

Councillors had previously been circulated with an Agenda Brief regarding the stage within Llanonian Hall. The Town Clerk explained that with the new flooring being laid the last week of August it was felt that to place the old stage onto the new flooring may damage it. She had asked all hirers for their thoughts on whether a stage was required in the Hall and whether they used the stage, the results of this questionnaire had been circulated alongside the agenda brief.

RESOLVED: That the old stage does not be placed back, but kept in storage. The situation be monitored with regards use and need for a stage. It be reviewed in November.

626. VALE OF GLAMORGAN COUNCIL

To receive Vale of Glamorgan Councillors

Councillor John informed Councillors that he had been liaising with Officers to repair the two damaged signs on Boverton Road, alongside the Recreation Ground. These were in hand and should be done in next couple of weeks.

The Vale of Glamorgan Planning Committee are meeting tonight to considering the planning application for installation of solar panels at Rosedew Farm. It was felt that the application would be passed but conditions placed on it. One of the conditions being requested was a traffic management plan be drawn up detailing how the equipment was to be transported to site. This plan would need to be discussed and approved by departments within the Vale of Glamorgan Council including highways, as they can't be expected to pay for any road repairs due to damage, nor any member of the public should any damage be done to cars etc.

Councillor Williams stated he had been involved in a couple of housing issues, but none that effected residents of Llantwit Major.

Councillor Bennett added that he had also attended some of the same meetings as Councillor Williams. He also asked that it be noted that Llantwit Major Councillors are always in attendance at Vale of Glamorgan meetings, it is very noticeable that Councillors from other areas do not attend and he felt that credit should be given to our Vale Councillors who attend all those meetings they are elected to sit on.

To note receipt of the Agenda of the Special Council held on 22nd July 2015 re closure of Accounts 2014/15

Councillors noted receipt of the Agenda of the Special Council on 22nd July 2015 re closure of Accounts 2014/15.

To note receipt of the Agenda of the Special Council held on 22nd July 2015 re request to use the Project Fund to construct a new Reception and expand 6th Form at Cowbridge Comprehensive School

Councillors noted receipt of the Agenda of the Special Council held on 22nd July 2015 re request to use the Project Fund to construct a new Reception and expand 6th Form at Cowbridge Comprehensive School.

To note receipt of the Agenda of the Special Council held on 22nd July 2015 re adoption of the Vale of Glamorgan Transport Plan 2015

Councillors noted receipt of the Agenda of the Special Council held on 22nd July 2015 re adoption of the Vale of Glamorgan Transport Plan 2015.

To discuss letter received from the Managing Director, Vale of Glamorgan Council re the 10th Anniversary event at Llantwit Major Railway Station on 12th July 2015

Councillors had previously been circulated with a copy of a letter dated 20th July 2015 received from the Mr R Thomas, Managing Director of the Vale of Glamorgan Council regarding a response to the Town Council query why the Town Mayor or Town Councillors had not been invited to the 10th Anniversary event held at Llantwit Major Railway station. Noted.

627. WELSH ASSEMBLY GOVERNMENT

Receipt of Heritage Bill E-bulletin July 2015 issue

Councillors noted receipt of the Heritage Bill E-bulletin July 2015.

To note The Playing Fields (Community Involvement in Disposal Decisions) (Wales) Regulations 2015

Councillors had previously been circulated with a copy of a letter dated 20th July 2015 regarding The Playing Fields (Community Involvement in Disposal Decisions) (Wales) Regulations 2015. Noted.

628. PUBLICATIONS RECEIVED

To note the Annual Ombudsman Annual Report 2014/15

Councillors were informed that the Town Council office was in receipt of the Annual Ombudsman Report 2014/14, and copies were available for inspection. Noted.

629. MISCELLANEOUS

To discuss attendance of the One Voice Wales Conference in Ceredigion on Saturday 3rd October 2015

Councillors had previously been circulated with a copy of details regarding the One Voice Wales Conference in Ceredigion on Saturday 3rd October 2015.

RESOLVED: That no one attends the Conference.

To discuss completing the survey received from NALC re the Council Tax Collection Fund

Councillors had previously been circulated with a copy of an email received regarding a survey being taken by National Association of Local Council regarding the Council Tax Collection Fund, and asking the Town Council to complete and submit the survey.

RESOLVED: That the Town Clerk completes the survey on behalf of the Town Council.

To note the Cardiff and Vale University Health Boards Strategy Map

Councillors had previously been circulated with a copy of a letter dated 30th June 2015 regarding the introduction of the University Health Boards Strategy Map. Noted.

SIGNED
MAYOR

DATED