

Special Full Town Council meeting held 5th December 2013

The minutes of the Full Town Council meeting held on 5th December 2013, had previously been circulated to the Council members.

Councillors noted the incorrect spelling under Procedural Matters. The word used in the report was 'Mr H S Bamarh' where it should read 'Mr H S Bamrah'.

RESOLVED: That subject to the above amendment the Minutes of the Special Full Town Council Meeting held on 5th December 2013 be adopted and accepted as a true record.

Matters Arising

There were no matters arising.

Five Year Plan Committee Meeting held 25th November 2013

The minutes of the Five Year Plan Committee held on 25th November 2013, had previously been circulated to the Council members.

RESOLVED: That the Minutes of the Five Year Plan Committee meeting held on 25th November 2013, 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 Committee Meeting held 6th December 2013

The minutes of the Allotment Committee held on 6th December 2013, had previously been circulated to the Council members.

RESOLVED: That the Minutes of the Allotment meeting held on 6th December 2013, be adopted and accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

Five Year Plan Committee Meeting held 10th December 2013

The minutes of the Five Year Plan Committee held on 10th December 2013, had previously been circulated to the Council members. Councillor Mrs S. Hanks queried why two meetings of Five Year Plan had been held in the month of December. Town Clerk informed Council this was due to formalising the Budget for the next financial year.

RESOLVED: That the Minutes of the Five Year Plan Committee meeting held on 10th December 2013, be adopted and accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

302.

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.

303. TOWN MAYOR

Councillors had previously been circulated with a copy of the Town Mayors engagements undertaken for the period 28th November 2013 to 18th December 2013. Noted.

Questions to Town Mayor

There were no questions to the Town Mayor.

304. COMMUNITY CONSTABLE

Sergeant S. Trigg E Mailed Town Council to send apologies that Llantwit Major Police were unable to attend the Full Town Council Meeting, due to Rest Days and Annual Leave. The Council were informed that PCSO Mark Thomas had left Llantwit Major Police and the Neighbouring Policing Team will be looking into a replacement in the near future.

305. COUNCIL MEETING**Meetings for the Month of January 2014**

Councillors had previously been circulated with a copy of meeting dates for January 2014. Noted.

To discuss date in January for the Bowls Club Sub Committee

Councillors had previously been circulated with an Agenda Brief detailing suggested dates to meet with the Bowls Club Sub Committee. Councillors discussed the Bowls Clubs insights for a proposed new Club House.

RESOLVED: That the Bowls Club Sub Committee be held at 10am on 22nd January 2014. The venue to be confirmed.

Further

RESOLVED: That the Town Clerk organise a Pre Meeting with Councillors to agree the Terms of Reference for the Bowls Sub Committee. The date and time of this meeting to be confirmed.

306. PROCEDURAL MATTERS**Action Tracker**

Councillors had previously been circulated with the up to date Action Tracker. Councillor J Evans asked if Action reference 'Trees on plots within Cemetery' dated 25/10/12 was still outstanding. Town Clerk confirmed Action reference 'Trees on plots within Cemetery' should remain on the Action Tracker. The Town Clerk to look at an alternative Contractor in January 2014 if action still outstanding. Noted.

Members reports**Friends of Heritage Coast Meeting**

Councillor Marsh gave a brief verbal update on the meeting dated 8th December 2013 discussing future event dates. Noted.

Vale of Glamorgan Cemetery Meeting held 12th December 2013

Councillor Marsh gave a verbal update on the meeting dated 12th December 2013.

Councillor Marsh informed Council that the Vale plans to deal with the problem of running out of space in cemeteries by looking into purchasing one large site to cover the whole of the Vale. Councillors agreed this was not the best option for the Llantwit Major Community. Many local residents would not be able to visit a Cemetery that is not part of Llantwit Major. Noted.

To discuss Governor Vacancy at Eagleswell School and to discuss Vacancies on Council Committees

Councillors had previously been circulated with an Agenda Brief detailing the vacancy of Governor position at Eagleswell School and a list of Vacancies on Council Committees.

Councillors discussed all vacancies.

RESOLVED: Town Clerk to ask Councillor David Foster if he wishes to take up the vacancy on the Footpath Forum Committee, Youth Activities Committee, Fairtrade Committee and Friends of Heritage Coast Committee.

Further

RESOLVED: Councillor Mrs S Hanks be nominated to fill vacancy for Eagleswell Governor position.

307. FINANCE**Income for the period 2nd November 2013 to 9th December 2013**

Councillors had previously been circulated with a copy of the Income for the period 2nd November 2013 – 9th December 2013. Noted.

Expenditure for the period 21st November 2013 to 12th December 2013

Councillors had previously been circulated with a copy of the Expenditure for the period 21st November 2013 – 12th December 2013. Noted.

Bank Reconciliation for period 1st November 2013 to 30th November 2013

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1st November 2013 to 30th November 2013. Noted.

To discuss letter received from Welsh Government detailing ‘Section 137 Expenditure’ limit for 2014-2015

Councillors had previously been circulated with letter dated 4th December 2013 reference ‘Section 137 Expenditure’ limit for 2014-2015. Town Clerk explained to Council that the expenditure limit of £7.20 is for non-power of duty costs per elector. Noted

To review Agenda Brief to discuss British Gas Utility Bills

Councillors had previously been circulated with Agenda Brief confirming that all British Gas Electric Bills are now paid up to date and the possibility of handing over the ownership of the Utility Bills for the Bowls Club to the Bowls Club Committee. Councillor Geary congratulated the Town Clerk on behalf of the Council for all her hard work in bring this Agenda Item to a successful conclusion.

Town Clerk confirmed the final refund amount from British Gas was £2706.97 and all Itemised Bills have been accumulated into one Account.

RESOLVED: That the Working Group, in January 2014, look into changing to an Alternative Energy Supplier now that all outstanding Utility Bills have been paid.

Further

RESOLVED: To discuss at Bowls Sub Committee Meeting, on 22nd January 2014, the possibility of the Bowls Club taking control of their own Utility (Water/Electric) Bills, this may result in the lease between Llantwit Town Council and Bowls Club being reviewed.

308. **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 dated 4th November 2013 by the Vale of Glamorgan Council. Noted.

To discuss observations to be submitted to Vale of Glamorgan re LDP following letter with 3 signatures from Town Councillors

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

Councillor E Hacker and Councillor E Williams entered the Building.

Councillors had previously been circulated with a letter dated 19/12/2013 requesting this Agenda Item be discussed again and a formal response from the Town Council be submitted in relation to the Draft LDP.

Councillor G Ingram reiterated to the Council the importance of responding to the LDP. Following a Planning Meeting on 19th December 2014 a Report was produced detailing the Planning Committees three point response to the LDP which Councillor Ingram proceeded to read to the Council.

A discussion took place where it was resolved the following observations be submitted.

Council E Williams abstained from voting.

RESOLVED: The following list of observation to be sent to Vale of Glamorgan Council Planning Department:

1. The site to the east of Eglyws Brewis is on an admitted flood plain that should the development take place it would exacerbate the existing problem.
2. In respect to the Northern Access Road the Council have concerns that additional traffic created by the developments at Eglwys Brewis and St Athan would have an adverse effect on the existing highways infrastructure.
3. In relation to the proposed LDP development of the Plasnewydd Farm the Town Council wish to reiterate comments already forwarded to the Vale of Glamorgan Planning Department on 4th June 2013.

309. **CENOTAPH**

To discuss Agenda Brief for re-engraving the lettering on the Cenotaph.

Councillors had previously been circulated with an Agenda Brief regarding applying to the War Memorial Trust for a grant to re engrave the lettering on the Cenotaph and obtain quotations from Restoration/Memorial Companies for pricing the re-engraving of the Monument.

RESOLVED: That the Town Council write to the War Memorial trust to apply for a Grant and Quotations be obtained from Restoration/Memorial Companies, to be brought back to a future meeting of the Full Town Council.

310. RECREATION AND OPEN SPACES

To discuss Agenda Brief re MUGA on Tennis Courts

Councillors had previously been circulated with an Agenda Brief advising of Mr Pilcher's request to meet with Town Clerk/Councillors to discuss the MUGA project.

RESOLVED: That the Town Clerk and Councillor Mrs S Hanks to meet with Mr Pilcher to obtain report of his proposals regarding MUGA.

311. VALE OF GLAMORGAN COUNCIL

Vale of Glamorgan Councillors Report

Councillor Hacker & Councillor Williams gave verbal reports on Meetings attended for the month of November.

Councillor G John informed Councillors that Green Links will be operating a new bus route from Mid-January from Llantwit Major to Bridgend via Cowbridge. There is a possibility of running up to four return trips per day. Advertising for this new bus service should be distributed at the beginning of January.

A discussion took place regarding the Consultation Document for the Proposal to create a new 420 place Primary School in Llantwit Major. Councillor G John emphasised the importance of individually submitting responses to the Proposal. The Consultation Document will be reviewed as an Agenda Item at the next Full Town Council Meeting on 30th January 2014. Councillor G John to obtain further copies of the Consultation Document so all Councillors have a copy of this Proposal.

To discuss E Mail received from Democratic Services reference Council member to sit on Working Group to draw up Action Plan re Charter

Councillors had previously been circulated with an E Mail dated 11th December 2013 from Democratic Services requesting up to 5 representatives from the 19 Town and Community Councils to sit on a Working Group.

RESOLVED: Town Council agreed to Councillor M Marsh, existing community liaison representative to be put forward to sit on the new working group.

To discuss letter regarding the future of the Library Services

Councillors had previously been circulated with a Letter/Questionnaire dated 9th December 2013 from Vale of Glamorgan Council detailing the future of the library services. All councillors agreed the vital role Llantwit Major Library provided within the Community and the importance of this library service being maintained.

RESOLVED: That the Town Council submits a letter of support for Llantwit Major Library, detailing how important the library is to residents as they and many from the rural western vale use it as a 'one stop shop' to the Vale Council, as Llantwit Major is the largest town in the Western Vale. Many Volunteers use its services to deliver books to residents unable to visit it. It

is also used as an important 'IT Hub' for those without internet access. Numerous families use the library taking their young children to take part in activities and socialise. The Town Council were extremely disappointed when previously all of a Welsh Government Grant was spent on Cowbridge library when it serves a smaller area. Hopefully Llantwit Major will benefit in the future.

312. PUBLICATIONS RECEIVED

ICCM Winter issued

Councillors were informed that the ICCM Winter Issue magazine is in the Town Hall if any Councillors wish to view it.

313. MISCELLANEOUS

To discuss letter received from Llantwit Major Christmas Illuminations Committee dated 8th December 2013

Councillors had previously been circulated with a letter dated 8th December 2013 received from Llantwit Illuminations Committee responding to the Letter sent from the Town Council dated 3rd December 2013. All Councillors confirmed their disappointment in the contents of the letter. The Town Clerk updated Council on the latest position regarding Icicle Lights. Llantwit Major Illuminations Committee had dropped off at the Town Hall some of the Icicle Lights in their possession. A number of sets of Icicles lights were given directly to Shop Traders from the Llantwit Major Christmas Illuminations Committee. The Deputy Town Clerk had verbally requested from Christmas Illuminations Committee to produce a written list of all Shop Owners in possession of Icicle lights by the 24th December 2013.

Further discussion followed with reference to outstanding monies, possession of remainder Icicle lights and purchase of future lights.

RESOLVED: That the Town Clerk writes a further letter to the Christmas Illuminations Committee. This is to state that the Town Council unanimously agreed that the Illuminations Committee letter dated 8th December 2013 did not reflect the events of Full Town Council Meeting held on 31st October 2013. A copy of the Full Town Council Minutes of 31st October 2013 be enclosed. The letter should also request in writing a list of all Shop Traders that have been given Icicle lights. The Town Clerk to liaise with Vale of Glamorgan Legal Department prior to sending the letter.

To discuss E Mail from College Jules Verne du Pouliguen requesting visit of pupils to Town Hall in February 2014

Councillors had previously been circulated with an E Mail dated 5th December 2013 from the Chairman of Le Pouliguen Twinning Committee requesting for pupils of Jules Verne du Pouliguen College to visit the Town Hall on 12th February 2014.

RESOLVED: That the Town Mayor welcomes the pupils from Le Pouliguen at the Town Hall and once an itinerary obtained from the Llantwit Major Comprehensive School the Town Council puts together an event using funds from the Twinning Budget.

To confirm date of presentation to be given by Llantwit Major Guide team to Town Council on 22nd January 2014

Councillors had previously been circulated with an E Mail dated 9th December 2013 confirming the date, 22nd January 2014, when Llantwit Major Guide Team will come and give a presentation at 7pm in Council Chambers to the Town Council. Noted.

To discuss letter from the South Wales programme for securing the future of Hospital Services in South Wales and South Powys

Councillors had previously been circulated with a Memorandum from NHS Wales looking into the future of hospital services in South Wales & South Powys. Councillor K Geary informed council that this Memorandum had since been updated online. Noted.

SIGNED
MAYOR

DATED