

Minutes of the Meeting of Llantwit Major Town Council held on Thursday 28th June 2018 at 7.05pm in the Council Chamber, Old School, Llantwit Major

PRESENT; Chairman – Councillor Dr D Ellis - Town Mayor

 Councillors Mr D Foster) NORTH WARD
 Mr E Williams)
 Mrs J Norman)

 Mr G Thomas)
 Mr G Wilkie) SOUTH EAST WARD
 Mr G Morgan)

 Mr D Powell) WEST WARD
 Mr G John)

 Mr R Gant)
 Mrs S Hanks) BOVERTON WARD
 Mr J Evans)

Apologies received from.

Councillor Dr P Dickson – Family Commitment

Councillor Mr A Clark – Work Commitment

Youth Council

Councillor Dr D Ellis asked permission to bring forward the Agenda Item Community Constable Item 1 to receive Community Constables Report.

231. ITEMS BROUGHT FORWARD
COMMUNITY CONSTABLE

To receive Community Constables report

PC Williamson apologised he had not attended the last Full Town Council meeting but he had been at a funeral. PC Williamson continued that he was able to give figures for April, May and to date in June. During April there had been 39 reported crimes, which included 7 violent with injury, these had not been in the wider community but were domestic related, 7 public order offenses, these could range from fighting in the street to malicious text messages. There had been no vehicle crimes and 1 attempted dwelling burglary, which it is believed involved entry via the cat flap. In May there had been 35 crimes reported including 6 vehicular crimes, so large increase on April. This involves people or persons drilling fuel tanks half way up so they can go back and drain again once the unsuspecting owner had filled the tank again. These crimes had been happening overnight in public car parks and unfortunately no one has been caught, but there has been an increase in patrols in the known areas. For the month of June, to date, there has been 17 crimes reported with 2 of these being car crime, again the issue with fuel tanks.

In general over the Vale of Glamorgan there have been a number of calls regarding pavements and walls being marked outside residential properties, where the owners are suspecting their dogs are being targeted. This is being monitored and looked into. There have been 5 reported

crimes of cars being targeted in the last 6 weeks with laptops and mobile phones being stolen after they had been left on display in the vehicles.

PC Williamson concluded that he had attended the recent fire at the Old Brewery but unfortunately to date there is no leads or witnesses to the event. Councillor John added that he is following up with the Vale of Glamorgan Officers regarding the demolition of the building without planning permission.

Councillors thanked PC Williamson for attending the meeting and he vacated the Council Chamber.

232. **MINUTES**

Full Town Council Meeting held 31st May 2018

The minutes of the Full Town Council meeting held on 31st May 2018, had previously been circulated to the Council Members.

RESOLVED: That the Minutes of the Full Town Council Meeting held on 31st May 2018 be adopted and accepted as a true record.

Matters Arising

There were no matters arising.

Planning Committee Meeting held on 8th June 2018

The minutes of the Planning Committee Meeting held on 8th June 2018, had previously been circulated to the Council Members.

RESOLVED: That the minutes of the Planning Committee meeting held on 8th June 2018 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

Nations Tribute Committee Meeting held on 12th June 2018

The minutes of the Nations Tribute Committee Meeting held on 12th June 2018, had previously been circulated to the Council Members.

RESOLVED: That the minutes of the Nations Tribute Committee meeting held on 12th June 2018 be 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 on 15th June 2018

The minutes of the Planning Committee Meeting held on 15th June 2018, had previously been circulated to the Council Members.

RESOLVED: That the minutes of the Planning Committee meeting held on 15th June 2018 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

144.

There were no matters arising.

233. 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.

234. TOWN MAYOR

Councillors had previously been circulated with a copy of the Town Mayors and Deputy Town Mayors engagements undertaken for the period 1st June 2018 to 30th June 2018. Noted.

Questions to Town Mayor

There were no questions to the Town Mayor

235. YOUTH COUNCIL

Youth Activity Progress

No Youth Council members present to update Councillors on Youth Activity progress.

To note minutes of Llantwit Youth Council Meeting held on 31st May 2018

Councillors had previously been circulated with the minutes of the Llantwit Youth Council Meeting held on 31st May 2018. Noted.

To discuss any Agenda Items as highlighted by the Youth Council

There were no additional Agenda Items the Youth Council wished to discuss.

236. COUNCIL MEETINGS

Meetings for the Month of July, 2018

Councillors had previously been circulated with a list of the Meetings for the Month of July 2018. Noted.

237. PROCEDURAL MATTERS

Members Report

There were no Member Reports.

Action Tracker

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

To discuss possible Agenda Items for inclusion on Community Liaison Meeting

Councillors discussed possible Agenda Items for inclusion on the Community Liaison Meeting. Noted

238. FINANCE

Bank Reconciliation for period 1st May 2018 to 31st May 2018

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1st May 2018 to 31st May 2018. Noted.

Income for the period 25th May 2018 to 20th June 2018

Councillors had previously been circulated with a copy of the Income for the period 25th May 2018 to 20th June 2018. Noted.

Expenditure for the period 25th May 2018 to 20th June 2018

Councillors had previously been circulated with a copy of the Expenditure for the period 25th May 2018 to 20th June 2018. Noted.

Credit Card Statement for period 25th May 2018 to 20th June 2018

Councillors noted there had been no transactions for the period 25th May 2018 to 20th June 2018.

To receive Annual Return, Accounting Statements and report by Internal Auditor for financial year up to 31st March 2018

Councillors had previously been circulated with a copy of the Annual Return, Accounting Statements and the report by the Internal Auditor in relation to financial year up to 31st March 2018. Councillor Foster stated that as Chair of Finance and Policy he was very happy with the positive Internal Audit report and was happy for all the paperwork to be signed.

RESOLVED: That all the paperwork relating the Annual Return, Accounting Statements and Internal Auditor report be signed and forwarded to the External Auditor.

To note Town Mayors expenses for 2017/2018

Councillors had previously been circulated with a copy of the Town Mayors expenses for 2017/18. Noted.

To note Town Mayors Fundraising Account for 2017/18

Councillors had previously been circulated with a copy of the final balance of the Town Mayors Fundraising Account for 2017/18. Councillors congratulated Councillor Mrs Norman on raising such a good amount for her chosen charities. Noted.

To note payments to members of Llantwit Major Town Council for 2017/18

Councillors had previously been circulated with a breakdown of payment to members of Llantwit Major Town Council for 2017/18. Noted.

239. DEVELOPMENT**To note Planning Application decisions by the Vale of Glamorgan Council**

Councillors noted that there had been no Planning Application decisions by the Vale of Glamorgan Council for this month.

240. CEMETERY

Councillors noted that there had been no burials.

241. RECREATION AND OPEN SPACES**To note Playground Inspection 4th June 2018**

Councillors had previously been circulated with a Playground Inspection Report dated 4th June 2018. Councillors discussed the observations raised regarding the condition of the surfacing under the Cable Rider (zipwire).

146.

RESOLVED: That tenders be sought for the installation of mulch dressing under the Cable Rider, and be brought back to a future meeting of the Full Town Council.

To note Agenda Brief re West Camp (Bird Estate) Update

Councillors had previously been circulated with an agenda brief with an update regarding the possible installation of new equipment on the tennis courts and Bullfinch Road play area.

RESOLVED: The Town Clerk continues to work on this project and reports back on progress.

To discuss Agenda Brief re update on Summer Play Scheme

Councillors had previously been circulated with an agenda brief regarding the provision of a summer play scheme. Councillor Foster, Chair of Finance, reminded Councillors that the Town Council budget £2,000 towards paying for a summer play scheme to be held in Llantwit Major.

RESOLVED: That the Town Council contributes £1,750 towards the provision of a play scheme by the Vale of Glamorgan Council, and use of the tennis courts and Llantonian Hall (subject to completion of kitchen) be made available.

242. **LLANTONIAN HALL**

To discuss Agenda Brief re update on new kitchen

Councillors had previously been circulated with an agenda brief regarding the installation of the new kitchen in Llantonian Hall, Councillors noted that works were due to commence on 30th July 2018 and therefore the Hall would need to be closed to all hirings from Saturday 28th July to Sunday 12th August.

RESOLVED: That all regular hirers be offered alternate accommodation within the Town Council owned premises should they still wish to meet over the closure period.

243. **OLD SCHOOL**

To discuss Agenda Brief re Council Chamber and Room B

Councillors had previously been circulated with a copy with an agenda brief regarding the use of the Council Chamber and Room B as an approved venue for Marriage and Civil Partnerships. Included was an update on the process of applying for the licence and also some costings for works required to Room B.

RESOLVED: That permission be given to proceed with the decorating of Room B, purchase of new chairs and carpet, removal of curtains and exposure of the internal wall up to £6,450.

To receive report following visit to Froome re Inspiring Workspaces

Councillor Evans and Councillor Morgan gave a brief verbal report regarding their recent visit to Froome regarding Inspiring New Workspaces in the rural Vale. Noted.

To note invitation to Inspiring New Workspaces Workshop at Llantwit Major Youth Centre 4th July 2018

Councillors had previously been circulated with a copy of an invitation from Creative Rural Communities to an event looking at Inspiring New Workspaces in the rural Vale to be held at Llantwit Major Youth Centre 4th July 2018.

RESOLVED: That Councillor Evans, Councillor Morgan, Councillor Foster and the Administrative Assistant attend the event.

To discuss email received regarding hiring of Rear Annexe and costings

Councillors had previously been circulated with a copy of an email dated 19th June 2018, received from Fine Rolling Media regarding office hire of the rear annexe, Old School. It was noted that they wished to hire the room for up to 7 months starting towards the end of July, and are aware of the proposed works to the external walls of the building.

RESOLVED: Permission be given for Fine Rolling Media to hire the rear annexe for office space and Councillor Foster and the Town Clerk liaise with them to discuss terms and conditions, as well as hiring fees.

244. VALE OF GLAMORGAN COUNCIL

To discuss letter re Public Space Protection Order – Proposed Dog Control

Councillors had previously been circulated with a letter received 14th June 2018 titled ‘Anti-social behaviour, Crime Policing Act 2014; Public Spaces Protection Order – Proposed Dog Control’, regarding a consultation on introducing dog controls in specific open spaces within the Vale of Glamorgan. The Town Clerk informed members that this consultation had been withdrawn with new plans and maps due to be circulated and a new consultation starting 28th June 2018 and running until 22nd August 2018.

RESOLVED: That the new consultation documents be brought back before the Full Town Council on 26th July 2018.

To discuss Diversion of Public Footpath No 43, Llantwit Major

Councillors had previously been circulated with a letter and map dated 11th June 2018 regarding the proposal to divert public footpath no 43.

RESOLVED: That a copy of the letter and map be taken to the Footpath Forum meeting scheduled 2nd July 2018 and their recommendation be forwarded to the Public Rights of Way Officer.

245. ONE VOICE WALES

To note South Wales Training Schedule February – July 2018

Councillors had previously been circulated with details of the training courses available from One Voice Wales for February to July 2018. Noted.

246. WELSH GOVERNMENT

To discuss Consultation on Diversity in Local Government

Councillors had previously been circulated with a Consultation Document dated 4th June 2018 regarding Diversity in Local Government. Noted.

To discuss letter re Llantwit Major Train Services

Councillors had previously been circulated with a copy of a letter dated 14th June 2018 regarding Llantwit Major Train Services, and the proposed introduction of a half-hourly service from 2023. Councillors expressed their disappointment that despite numerous letters from the

Town Council it has taken months for a reply and it still did not address a late night train services and the fact 2023 is 5 years away. Noted.

247. PUBLICATIONS RECEIVED

To note the Summer 2018 Issue of Institute of Cemetery and Crematorium Management

Councillors noted the receipt of Summer 2018 Issue of Institute of Cemetery and Crematorium Management

248. MISCELLANEOUS

To discuss request for letter of support from Bro Radio

Councillors had previously been circulated with a copy of a letter and email dated 21st June 2018 from Bro Radio regarding a request of a support letter from Llantwit Major Town Council in their application to OFCOM to improve their current FM transmission. Councillors expressed their disappointment that as the Town Council had previously given a grant to Bro Radio to help bring their FM service to Llantwit Major it appears the service is still not available.

RESOLVED: A letter of support be sent to Bro Radio supporting their application but including a statement that it was already thought the service was available in Llantwit Major, following recent funding from the Town Council.

249. PART II

The public and press may be excluded from the meeting during consideration of the items in accordance with Section 100a(4) of the Local Government Act, 1972.

Personnel

To discuss increase in Administrative Assistant hours from 8hrs to 10hrs

Councillors discuss the request to increase the Administrative Assistants hours.

RESOLVED: That the Administrative Assistant hours be increased from 8hrs to 10hrs a week, with immediate effect.

SIGNED

MAYOR

DATED