

Minutes of the Meeting of Llantwit Major Town Council held on Thursday 23rd February 2017
at 7.05pm in the Old School, Llantwit Major

PRESENT; Chairman – Councillor Mrs S Hanks - Town Mayor

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

 Mrs S Geary) SOUTH EAST WARD
 Mr G Morgan)

 Mr G John) WEST WARD

 Mr R Gant) BOVERTON WARD
 Mr M Marsh)
 Mr J Evans)

PCSO Sarah Johnson
PCSO Sam Jones
Kyle Burch - Llantwit Youth Council

Apologies received from.
Councillor Mr E Hacker - Holiday
Councillor Mr M Mason – Illness
Councillor Mrs P Lancaster – Prior Commitment
Councillor Mr R Austin - Illness

Pursuant to the requirements of this Councils Code of Conduct, Councillor Mr G John declared an interest under Vale of Glamorgan Council, item 1 to note receipt of Special Council Agenda at 6.05pm on Thursday 9th February 2017. Item 2 to note receipt of Special Council Agenda at 6.30pm on Thursday 9th February 2017. Item 3 to note copy of presentation given to Community Liaison Meeting 1st February 2017 regarding Reshaping Services programme. Item 4 to note copy of presentation given to Community Liaison Meeting 1st February 2017 regarding Well Being Plans. Item 5 to note copy of presentation given to Community Liaison Meeting 1st February 2017 reference a report on the Town and Community Elections May 2017.

Councillor Mrs S Hanks asked permission to bring forward the Agenda Item Youth Council to receive Youth Activity Progress.

922. **ITEMS BROUGHT FORWARD**

YOUTH COUNCIL

Youth Activity Progress

Kyle Burch introduced himself to Council Members and confirmed that since December 2016 there had been two Llantwit Youth Council Meetings. He stated at the January 2017 Meeting they had received presentations from the Mayors chosen charities, the Ed Evans Foundation and the Marie Curie Charity. At February's 2017 Meeting the Youth Council had met with PCSO Sarah Johnson and PCSO Sam Jones about substance misuse amongst young people in the town.

Kyle Burch also informed Councillors that they assisted at the Mayors Youth Concert at St Illtud's Church on the 4th February 2017 and Liam Taylor, a Llantwit Youth Council member, performed in the concert.

To note Minutes of Llantwit Youth Council Meeting on 23rd January 2017

Councillors had previously been circulated with the Minutes of Llantwit Youth Council Meeting on the 23rd January 2017. Noted.

Due to a prior commitment Kyle Burch vacated the Council Chamber. Councillors thanked Kyle Burch for attending.

Councillor Mrs S Hanks asked permission to bring forward the Agenda Item Community Constable to receive Community Constables Report.

923. ITEMS BROUGHT FORWARD

COMMUNITY CONSTABLE

To receive Community Constables report

PCSO Sarah Johnson introduced herself to Councillors and confirmed that this was her last day in post. PCSO Johnson stated that since the last Meeting there had been 26 crimes. Crimes included 10 reports of violence against a person, 7 Theft, 6 damage to property, 1 possession of drugs and 2 burglaries. Councillor G John expressed concerns regarding parking issues within the town particularly cars parked on the pavements and by junctions. PCSO Johnson confirmed to Councillors what the law enforcement regulations regarding parked cars were.

Councillor Mrs S Hanks asked if there had been any further response reference the installation of a mobile speed tracking camera along Boverton Road. PCSO Johnson stated that she was still awaiting a response from the Traffic Management Unit.

RESOLVED: That a letter be written to South Wales Police and Crime Commissioner Alun Michael stating Councillor's dissatisfaction at the lack of police staffing in Llantwit Major.

924. MINUTES

Full Town Council meeting held 26th January 2017

The minutes of the Full Town Council meeting held on 26th January 2017, had previously been circulated to the Council members.

RESOLVED: That the Minutes of the Full Town Council Meeting held on 26th January 2017 be adopted and accepted as a true record.

Matters Arising

There were no matters arising.

Working Group Meeting held on 1st February 2017

The minutes of the Working Group Meeting held on 1st February 2017, had previously been circulated to the Council members.

RESOLVED: That the minutes of the Working Group meeting held on 1st February 2017 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

Bowling Sub Committee Meeting held on 10th February 2017

The minutes of the Bowling Sub Committee Meeting held on 10th February 2017, had previously been circulated to the Council members.

RESOLVED: That the minutes of the Bowling Sub Committee Meeting held on 10th February 2017 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

Allotment Sub Committee Meeting held on 13th February 2017

The minutes of the Allotment Sub Committee Meeting held on 13th February 2017, had previously been circulated to the Council members.

RESOLVED: That the minutes of the Allotment Sub Committee Meeting held on 13th February 2017 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 14th February 2017

The minutes of the Planning Committee Meeting held on 14th February 2017, had previously been circulated to the Council members.

RESOLVED: That the minutes of the Planning Committee meeting held on 14th February 2017 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

925. 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.

926. TOWN MAYOR

Councillors had previously been circulated with a copy of the Town Mayors engagements undertaken for the period 1st February 2017 to 28th February 2017. Noted.

Questions to Town Mayor

There were no question to the Town Mayor.

927. PROCEDURAL MATTERS**To note email from Standards Committee regarding Public Services Ombudsman for Wales and the WLGA Social Guidance for Councillors**

Councillors had previously been circulated with an email dated 3rd February 2017 from the Standards Committee regarding Public Services Ombudsman for Wales and the WLGA Social Guidance for Councillors. Noted.

Members Report

Councillor Mrs S Geary updated members on the Llanilltud Fawr in Flower AGM which she and Councillor Mrs P Lancaster attended. She confirmed that she had been made a Trustee of the Committee and Councillor Mrs P Lancaster had been elected Vice Chairperson. They both intend to remain on the Llanilltud Fawr in Flower Committee once their time as Town Councillors is completed in May 2017.

Councillor J Evans informed Councillors he had attended a Pub Watch Meeting and had no problems to report.

Action Tracker

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

Councillor Mrs S Geary asked for an updated on the Bench to be put in U10's Play Park. The Town Clerk confirmed that a date of March 14th 2017 had been set for the children of Gillybeans Playgroup and Cylch Meithrin Llanilltud Fawr to decorate the bench with their painted handprints and names. The bench will then be varnished and placed in the park within the following few weeks.

Councillor E Williams queried items that have been on the Action Tracker for a long period of time.

RESOLVED: That the item re Atlantic College and anti-social behaviour be removed from the Action Tracker.

928. FINANCE**Bank Reconciliation for period 1st October 2016 to 31st December 2016**

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1st October 2016 to 31st December 2016. Noted.

Bank Reconciliation for period 1st January 2017 to 31st January 2017

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1st January 2017 to 31st January 2017. Noted.

Income for the period 19th January 2017 to 15th February 2017

Councillors had previously been circulated with a copy of the Income for the period 19th January 2017 to 15th February 2017. Noted.

Expenditure for the period 19th January 2017 to 15th February 2017

Councillors had previously been circulated with a copy of the Expenditure for the period 19th January 2017 to 15th February 2017. Noted.

929. 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 LDP 2011-2026: Further Matters Arising Consultation

Councillors had previously been circulated with a letter dated 16th February 2017 detailing the Vale of Glamorgan Council Local Development Plan 2011 – 2026, Further Matters Arising Consultation. Noted.

930. CEMETERY

The following Burial matters were noted.

- 1) Burial of Michael John Johanson-Brown F237 (re-open) on 28th January 2017
- 2) Burial of Sandra Ann Fry D184A (new plot) on 31st January 2017
- 3) Burial of Michael George Lloyd D176b (new plot) on 7th February 2017
- 4) Burial of Pauline Mary Sivyer E52 (new plot) on 16th February 2017

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, 3 and 4.

To discuss letter received regarding Burial Costs for Children

Councillors had previously been circulated with a copy of a letter dated 25th January 2017 received from Stephen Doughty MP, which had been forwarded by Councillor Neil Moore, Leader, Vale of Glamorgan Council, regarding Burial Costs for Children in the Vale of Glamorgan. The Town Clerk confirmed that the Town Council had resolved that charges for interments within the Baby & Children's Memorial Garden were at her discretion. To date no charges had been imposed. If a burial was in the main Cemetery then charges are incurred. The Town Clerk informed Councillors that the grave digger does not invoice for Child burials, and she is unaware if funeral directors charge as she has no control over them.

RESOLVED: That a letter be written to Stephen Doughty MP confirming that it has always been Llantwit Major Town Councils policy not to charge for interments within the Baby & Children's Memorial Garden at Boverton Cemetery. The Grave Digger contracted by the Town Council also does not charge however the Town Council have no control over Funeral Directors costs.

931. RECREATION AND OPEN SPACES**To give permission for Fields in Trust Deeds of Declaration, Recreation Ground to be signed and sealed**

Councillors had previously been circulated with a copy of the Fields in Trust Deeds of Declaration, Recreation Ground to be signed and sealed.

RESOLVED: That permission is granted that the Fields in Trust Deeds of Declaration, Recreation Ground to be signed and sealed.

Further

RESOLVED: That a report be written to the local Gem Newspaper stating that the Town Council are working with the Fields in Trust to ensure the Recreation Ground is kept as an open space for the next 100 years.

To note email regarding Fields in Trust proposed funding opportunities for activity programmes

Councillors had previously been circulated with an email dated 7th February 2017 regarding Fields in Trust proposed funding opportunities for activity programmes.

RESOLVED: Councillors put forward any ideas to the Funding Forum Committee for discussion.

To discuss letter received from Barclays Bank in relation to Llantwit Major Community Tennis Club Bank Account and best way to move forward

Councillors had previously been circulated with a letter dated 3rd February 2017 from Barclays Bank in relation to the dormant Llantwit Major Tennis Club Bank Account. The Town Clerk confirmed to Councillors that a cheque had been received from Barclays Bank for £2,720.78 payable to Llantwit Tennis Club. This included £300.00 compensation for the administrative cost caused in the resolution of this matter.

RESOLVED: The cheque for £2,720.78 be sent to Llantwit Tennis Club, with a condition that the monies must be put towards the maintenance of the Tennis Courts and the Town Council require evidence/receipt that this has been adhered to.

Further

RESOLVED: A request be made that the £300.00 compensation received from Barclays Bank to Llantwit Major Town Council, be returned to cover part of the costs incurred resolving this matter.

To discuss Tenders received for Clearing of Vegetation and Replacement of Fence on Recreation Ground

Councillors had previously been circulated with copies of tenders dated 15th February 2017 received for Clearing of Vegetation and Replacement of Fence on the Recreation Ground. Councillor G John queried if the Vale of Glamorgan Council had replied regarding the request for clearing the vegetation on the outside of the fencing on highway land. The Town Clerk confirmed that no response had been received.

RESOLVED: The tender from Ashdown Fencing Ltd for the clearing of the trees, shrubs along the fence and the removal and disposal of the fence be accepted at a cost of £1638.00 excluding vat. This is subject to permission being granted from the Vale of Glamorgan Council for Ashdown Fencing to clear the vegetation along the Highways side of the fencing.

Further

RESOLVED: The tender from Ashdown Fencing to supply and fit a new 1800mm high galvanised chain link fence around part of the Recreation Ground be accepted at a cost of £4823.00 excluding vat.

To discuss Agenda Brief re Tennis Club Committee request for installing a Notice Board, Post Box and Banners

Councillors had previously been circulated with an Agenda Brief from the Tennis Club Committee requesting permission to install a Notice Board, Post Box and Banners in the Tennis Pavillion and around the Tennis Courts.

RESOLVED: That permission be given for the Tennis Club to install a Notice Board, Post Box and Banners in the Tennis pavilion and around the Tennis Courts.

To discuss Agenda Brief regarding improvements to Sports facilities

Councillors had previously been circulated with an Agenda Brief regarding a proposed grant application for the Improvement of Sports Facilities within Llantwit Major. This included installation of 4 lighting columns, resurfacing and possible installation of flood lighting on tennis courts and replacement of wooden sports pavilion.

RESOLVED: The Funding Forum Committee meet to discuss this proposed Grant Application, the Town Clerk be given permission to complete an Expression of Interest Form to the Welsh Government for the Rural Community Development Fund, subject to recommendation by the Funding Forum Committee.

To note playground inspections 9th January 2017

Councillors had previously been circulated with the Playground Inspection Report dated 9th January 2017. The Town Clerk confirmed the wet pour had been fixed around the Honey Comb Whirl. Councillor Mrs S Geary raised concerns regarding the additional damage to the Basket Swing.

RESOLVED: The Basket Swing be removed from the Recreation Ground Play Area and a new Basket Swing be purchased in April 2017 as agreed at the Full Town Council Meeting on 13th December 2016.

932. TOWN HALL

To discuss Agenda Brief re possible improvements to the main hall including stage area

Councillors had previously been circulated with an Agenda Brief re possible improvements to the main hall, including the stage area. Councillor J Evans suggested that the Stage awning and curtains be removed to open up the area. These works would fall within the financial remit of the Town Clerk.

RESOLVED: That permission is granted to remove the curtains and awning from the stage area.

Further

RESOLVED: That quotations be sought for the refurbishment of the wooden flooring and these be taken to a Five Year Plan Meeting.

933. VALE OF GLAMORGAN COUNCIL

To note receipt of Special Council Agenda at 6.05pm on Thursday 9th February 2017

Councillors noted receipt of the Special Council Agenda at 6.05pm on Thursday 9th February 2017.

To note receipt of Special Council Agenda at 6.30pm on Thursday 9th February 2017

Councillors noted receipt of the Special Council Agenda at 6.30pm on Thursday 9th February 2017.

To note copy of presentation given to Community Liaison Meeting 1st February 2017 regarding Reshaping Services Programme

Councillors had previously been circulated with a copy of a presentation to a Community Liaison Meeting on the 1st February 2017 regarding Reshaping Services Programme. Noted.

To note copy of presentation given to Community Liaison Meeting 1st February 2017 regarding Well Being Plans

Councillors had previously been circulated with a copy of a presentation to a Community Liaison Meeting on the 1st February 2017 regarding Well Being Plans. Noted.

To note copy of presentation given to Community Liaison Meeting 1st February 2017 regarding Town and Community Elections May 2017

Councillors had previously been circulated with a copy of a presentation to a Community Liaison Meeting on the 1st February 2017 regarding Town and Community Elections May 2017. Noted.

934. ONE VOICE WALES**To note minutes of the One Voice Wales Bridgend, Vale of Glamorgan and Cardiff Area Meeting held on 16th January 2017**

Councillors had previously been circulated with the minutes of the One Voice Wales Bridgend, Vale of Glamorgan and Cardiff Area Meeting held on 16th January 2017. Noted.

935. WELSH GOVERNMENT**To discuss the Consultation on Reforming Local Government – Resilient and Renewal**

Councillors had previously been circulated with a Consultation dated 31st January 2017 on Reforming Local Government – Resilient and Renewal.

RESOLVED: This Agenda Item be deferred until March 2017 Full Town Council Meeting.

To discuss completion of Town & Community Councils Survey

Councillors had previously been circulated with a Survey dated 23rd January 2017 reference Town & Community Councils.

RESOLVED: The Town Clerk completes the Town & Community Councils Survey.

936. MISCELLANEOUS**To discuss request from DR & EG Davies Ltd to be added to the Councils Contractors List**

Councillors had previously been circulated with an email from DR & EG Davies Ltd, dated 6th February 2017 requesting to be added to the Councils recommended Contractors List.

RESOLVED: That permission is granted to add DR & EG Davies Ltd to the Councils recommended Contractors List.

To discuss the 41 Club request to present a Town Council plaque to their National President

Councillors had previously been circulated with a letter dated 9th February 2017 from the 41 Club to present a Town Council plaque to their National president

RESOLVED: Councillor J Evans presents a Town Plaque to the National President of the 41 Club.

To discuss email from Dinas Powys Community Council re Dinas Powys By Pass

Councillors had previously been circulated with an email dated 13th February 2017 received from Dinas Powys Community Council requesting the support of Llantwit Major Town Council regarding a new Highway Link from Barry to the Merrie Harrier area of Dinas Powys.

RESOLVED: A letter be sent to Dinas Powys Community Council stating that Town Council supports their quest for a proposed new Highway Link, but they do not wish to meet to discuss ways forward.

To discuss giving permission for Ghost Seekers Wales to hire premises to conduct paranormal investigations

Councillors had previously been circulated with a copy of a letter dated 13th February 2017 from Ghost Seekers Wales requesting to hire premises to conduct paranormal investigations. The Town Clerk confirmed to Councillors that Ghost Seekers Wales required access to all areas of the Town Hall, including the Cellar and Office.

RESOLVED: That a letter be written to Ghost Seekers Wales stating that they could hire the Town Hall and Heritage Centre but no access would be given to the Office and Cellar.

937. 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

1) To note appointment of Jade Christophers as Administrative Assistant (Fixed term Maternity cover)

Councillors noted appointment of Jade Christophers as Administrative Assistant (Fixed term Maternity cover).

SIGNED
MAYOR

DATED