

Minutes of the Meeting of Llantwit Major Town Council held on Thursday 26th May 2016 at 7.05pm in the Council Chamber, Old School, Llantwit Major

PRESENT;	Chairman –	Councillor Mrs S Hanks - Town Mayor	
	Councillors	Mr M Marsh) BOVERTON WARD
		Mr J Evans)
		Mr E Williams)
		Mrs J Norman) NORTH WARD
		Mr M Mason)
		Mr D Foster)
		Mrs S Geary) SOUTH EAST WARD
		Mr G Morgan)
		Mr G John) WEST WARD
		Mrs P Lancaster)

Sergeant Mark John

Apologies received from.
 Councillor Mr E Hacker - Illness
 Llantwit Youth Council – Prior Commitment

Declarations of Interest Forms were received from Councillors.
 Pursuant to the requirements of this Councils Code of Conduct, Councillor Mr D Foster, declared an interest under Procedural Matters, item 5, to discuss Agenda Brief re Tennis Club Committees request for two Councillors to sit on Committee and under Finance, item 6, to discuss Agenda Brief re Tennis Club charges.

Pursuant to the requirements of this Councils Code of Conduct, Councillor Mrs P Lancaster, declared an interest under Procedural Matters, item 5, to discuss Agenda Brief re Tennis Club Committees request for two Councillors to sit on Committee and under Finance, item 6, to discuss Agenda Brief re Tennis Club charges

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 discuss email from Democratic Services regarding Llantwit Major Youth Centre re possibility of Town Council taking on building and item 2 to note the Vale of Glamorgan's new Corporate Plan.

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

- 781. ITEMS BROUGHT FORWARD
COMMUNITY CONSTABLE
 To receive Community Constables report**

Sergeant Mark John updated Councillors that since the 25th April 2016 there were 21 crimes. Crimes included 2 harassment, 4 assaults, 2 cycle thefts, 4 public order offences, 2 possessions of cannabis, 4 thefts and 3 criminal damage offences.

Councillor Mrs P Lancaster raised her concerns to Sergeant John regarding the anti-social behaviour in the West End of Llantwit Major.

Sergeant Mark John vacated the Council Chamber.

782. **MINUTES**

Full Town Council meeting held 28th April 2016

The minutes of the Full Town Council meeting held on 28th April 2016, had previously been circulated to the Council members. Councillor Mrs S Hanks noted that under the Minutes, Allotment Sub Committee Meeting, it should be resolved that the Skip Hire be reviewed annually.

RESOLVED: That subject to the above amendments the Minutes of the Full Town Council Meeting held on 28th April 2016 be adopted and accepted as a true record.

Matters Arising

There were no matters arising.

Annual Meeting held on 5th May 2016

The minutes of the Annual Meeting held on 5th May 2016, had previously been circulated to the Council members.

RESOLVED: That the minutes of the Annual Meeting held on 5th May 2016 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 on 10th May 2016

The minutes of the Planning Committee Meeting held on 10th May 2016, had previously been circulated to the Council members. Councillor Mrs S Geary stated that under the Planning Application for West Ward it should read 'irrelevant' and not as previously stated 'irreverent'.

RESOLVED: That subject to the above amendments the minutes of the Planning Committee meeting held on 10th May 2016 be accepted as a true record.

Matters Arising

There were no matters arising.

Wellbeing of Future Generations Committee Meeting held on 11th May 2016

The minutes of the Wellbeing of Future Generations Committee Meeting held on 11th May 2016, had previously been circulated to the Council members. Councillor Mrs S Hanks stated that under Present Mrs S Hanks should be added to the Councillors that attended the Meeting.

RESOLVED: That subject to the above amendments the minutes of the Wellbeing of Future Generations Committee Meeting held on 11th May 2016 be accepted as a true record.

Matters Arising

There were no matters arising.

School Gardens Committee Meeting held on 11th May 2016

The minutes of the School Gardens Committee meeting held on 11th May 2016, had previously been circulated to the Council members.

RESOLVED: That the minutes of the School Gardens Committee meeting held on 11th May 2016 be adopted and accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

783. 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.

784. TOWN MAYOR

Councillors had previously been circulated with a copy of the Town Mayors engagements undertaken for the period 1st May 2016 to 31st May 2016. Noted.

Questions to Town Mayor

There were no question to the Town Mayor.

785. COUNCIL MEETING

Meetings for the Month of June 2016

Councillors had previously been circulated with a copy of the Council Meetings for the month of June 2016. Councillor Mrs S Geary and Councillor Mrs P Lancaster gave their apologies for being unable to attend the Finance Meeting on the 9th June 2016. Noted.

To discuss setting date for postponed Youth Forum Meeting on 18th May 2016

Councillors had previously been informed of the postponement of the Youth Forum Meeting on 18th May 2016.

RESOLVED: That the Youth Forum Meeting is rearranged for Wednesday 15th June at 6pm in the Heritage Centre, Town Hall.

To discuss Agenda Brief re date for Working Group Meeting for a presentation from One Voice Wales

Councillors had previously been circulated with an Agenda Brief re setting a date for a Working Group Meeting for a presentation from One Voice Wales.

RESOLVED: That a Working Group Meeting be set for Monday 20th June 2016. Time and venue still to be confirmed.

786. PROCEDURAL MATTERS

Action Tracker

Councillors had previously been circulated with an up to date Action Tracker. Councillor M Mason asked if any progress had been made on reprints of the Llantwit Major Town Guide. The Town Clerk confirmed that reprints of the Llantwit Major Town Guide had been delivered to the Town Hall. Councillors were informed that a date of 28th June 2016 had been set for undertaking the cleaning of the West Street Pool. Councillor Mrs P Lancaster queried if any response had been received from Atlantic College. It was confirmed no response, verbal or written, had been received.

Members Report

Councillor J Evans informed Councillors that Leaflets regarding a proposed Children's Play Park at Trebeferad had been distributed to all residents in the Trebeferad area. A Gmail Account has been set up to receive resident's responses to this proposal.

Councillor Mrs P Lancaster confirmed to Councillors that the Events Committee had two very successful events. The Fashion Show at Rosedew Barn had sold 97 tickets and the Town Market had a very successful weekend with 20 stalls sold. She informed Councillors that the Children's Queens Birthday Party was progressing well and tickets were available from the Library. Councillor Mrs P Lancaster also stated that her Mayors Charity Cheques had been presented to her chosen charities of Mind and Samaritans.

Councillor Mrs S Hank stated she had attended a site visit of the new Comprehensive and Ysgol Y Ddraig Schools.

To note resignation of Councillors R Jenkins from the Town Council

Councillors had previously been circulated with a letter from Councillor R Jenkins noting his resignation from the Town Council with immediate effect.

RESOLVED: That a letter be written to Mr R Jenkins thanking him for all his work over the past few years as a Town Councillor.

To nominate representatives to sit on Committees following resignation

Councillors had previously been circulated with a list of vacancies on Committee's following the resignation of Councillor R Jenkins.

RESOLVED: That the following Councillors be elected to sit on the Committees listed below:
 Working Group - Councillor M Mason
 Youth Activities Forum – Councillor G Morgan
 Bowling Club Sub Committee – Councillor R Austin
 Llantwit Major Events Group – Councillor Mrs J Norman
 P.A.C.T – Councillor M Marsh

To discuss Agenda Brief re Tennis Club Committees request for two Councillors to sit on the Committee

Councillors had previously been circulated with an Agenda Brief detailing the Tennis Clubs

request to have two Councillors to sit on the Committee. Councillor M Mason queried as to whether a separate Tennis Club Sub Committee should be set up, as has been done with the Bowls Club. Councillor Mrs P Lancaster stated that Councillors sit on the Tennis Club Committee to add structure to the Committee and ensure procedures are correctly adhered to. Councillor D Foster stated that the Club is going to take time to establish and it would be hoped that eventually the Club and Councillors can follow the same structure as the Bowls Club.

RESOLVED: That Councillor Mrs P Lancaster and Councillor D Foster be nominated to sit as representatives on the Tennis Club Committee.

787. YOUTH COUNCIL

Youth Activity Progress

No members of the Youth Council were present at the Meeting

To note minutes of Llantwit Youth Council Meeting 24th March 2016

Councillors had previously been circulated with the minutes of Llantwit Youth Council Meeting on the 24th March 2016. Noted.

To note Llantwit Youth Council Annual Report April 2015 to March 2016

Councillors had previously been circulated with the Llantwit Youth Council Annual Report April 2015 to March 2016. Noted.

788. FINANCE

Income for the period 19th April 2016 to 18th May 2016

Councillors had previously been circulated with a copy of the Income for the period 19th April 2016 to 18th May 2016. Noted.

Councillor E Williams entered the Council Chamber and apologised for his lateness due to a prior engagement.

Expenditure for the period 19th April 2016 to 18th May 2016

Councillors had previously been circulated with a copy of the Expenditure for the period 19th April 2016 to 18th May 2016. Noted.

Bank Reconciliation for period 1st April 2016 to 30th April 2016

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1st April 2016 to 30th April 2016. Noted.

To receive Statement of Accounts for year ending 31st March 2016

Councillors had previously been circulated with the Statement of Accounts for year ending 31st March 2016.

RESOLVED: That the Statement of Accounts be accepted for year ending 31st March 2016.

To discuss letter from Major Music re Application for funding support

Councillors had previously been circulated with a letter from Major Music re Application for funding support. Councillors agreed that further clarification was required regarding the ownership and usage of the recording studio.

RESOLVED: That a letter be written to Mr Mike Smith, Media Coordinator, YMCA Barry to attend a meeting with the Town Council to discuss further Major Music's application for funding. The meeting to be held prior to next month's Full Town Council Meeting, 6.30pm on 30th June 2016, in the Council Chamber.

To discuss Agenda Brief re Tennis Club charges

Councillor Mrs P Lancaster and Councillor D Foster declared an interest.

Councillors had previously been circulated with an Agenda Brief detailing proposed Tennis club charges for the Llantwit Major Tennis Club.

RESOLVED: That effective from the 1st July 2016 a casual rate of £2 per hour per court for adults and £1 per hour per court for children be charged.

789. 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.

790. CEMETERY

The following Burial matters were noted.

- 1) Burial of Walter James Grieve Hunter F217 (re-open) on 25th April 2016
- 2) Burial of Robin Sloan E145 (re-open) on 25th April 2016
- 3) Burial of Helen Bryant D46 (re-open) on 10th May 2016

To discuss Agenda Brief regarding testing of Memorials

Councillors had previously been circulated with an Agenda Brief regarding the testing of the Memorials within the Cemetery. Noted.

To discuss Grave Digging Tenders for 1st July 2016 to 30th June 2019

Councillors had previously been circulated with Grave Digging Tenders for the 1st July 2016 to the 30th June 2019. Councillors discussed the difficulties of digging the graves in the Cemetery, due to the rocks and stones on the site, and whether this would be possible without mechanical equipment. Councillors noted that financially there was very little difference between the Tenders.

RESOLVED: That the tender for 1st July 2016 to 30th June 2019 be accepted from Mr S Harris of Grave Digging Services. It should be noted in the acceptance letter that the contract will be reviewed after 12 months and the existing rubble left at the Cemetery site must be removed as soon as possible and no business cards should be handed out to the general public at the Cemetery Site.

791. RECREATION AND OPEN SPACES

Play Equipment Reports 7th April 2016

Councillors had previously been circulated with a copy of the playground Inspection/Maintenance Report dated 7th April 2016. It was confirmed that the Nexus Whirl Play bearings have been received and the equipment should be repaired within the next week. Noted.

To note Fields in Trust letter re AGM on the 7th June 2016 and the Fields in Trust Impact Report for 2015

Councillors had previously been circulated with a letter dated 5th May 2016 re Fields in Trust AGM on the 7th June 2016 and the Fields in Trust Impact Report for 2015. Noted.

To discuss email regarding moving of benches and positioning of a new bin in the Recreation Ground

Councillors had previously been circulated with an email dated 9th May 2016 regarding moving of benches and positioning of a new bin in the Recreation Ground. Councillor J Evans gave a verbal report regarding concerns over the food and waste being dropped under the benches thus encouraging the rodent activity. It was noted that the Rugby Club were responsible for litter picking and strimming around the benches.

RESOLVED: That a letter be written to the Rugby Club requesting that the area around the benches are cleared, cut and regularly litter picked. This will be reviewed again in 6 months to see if the problem has improved. Also suggest a Rodent Officer come and view the area and advise of a possible solution to this issue.

To note response to our Application for Funding from the Welsh Government Rural Communities regarding improving the Recreation Ground in Llantwit Major

Councillors had previously been circulated with a letter dated 29th April 2016 from the Welsh Government Rural Communities regarding improving the Recreation Ground in Llantwit Major. The Town Clerk informed Councillors that although unsuccessful in the first round of the Expression of Interest Application would Councillors consider resubmitting the EOI for improving the Recreation Ground. She stated that the Town Council were unsuccessful initially as having not undertaken a public consultation. If a Questionnaire was undertaken prior to the June 2016 deadline date this may assist with the Application going forward to the next stage of the development funding programme.

RESOLVED: That permission be given to resubmit the Expression of Interest Application at the end of June 2016.

Further

RESOLVED: That a Questionnaire be produced to be completed by Llantwit Major Residents asking for their comments regarding improvements to the footpath on the Recreation Ground. Councillors will distribute to Resident's prior to and on Summer Fair Day on 25th June 2016.

To discuss letter from a local resident requesting the gate into the Recreation Ground from the entrance along Ham Lane East is re-opened.

Councillors had previously been circulated with a letter dated 20th April 2016 detailing a residents request to re-open the gate into the Recreation Ground from the entrance along Ham Lane East is re-opened.

RESOLVED: That the gate into the Recreation Ground from the entrance along Ham Lane East remains closed and locked.

To note report of Open Tennis Meeting held on 3rd May 2016

Councillors had previously been circulated with a report of the Open Tennis Meeting held on the 3rd May 2016. Noted.

To note report of Tennis Club Meeting held on 16th May 2016

Councillors had previously been circulated with a report of the Tennis Club Meeting held on the 16th May 2016. Noted.

792. VALE OF GLAMORGAN COUNCIL**To discuss email from Democratic Services regarding Llantwit Major Youth Centre re possibility of Town Council taking on the building**

Councillors had previously been circulated with an email dated 26th April 2016 from Democratic Services regarding Llantwit Major Youth Centre re possibility of Town Council taking on the building. Concerns were raised regarding the cost and condition of the Youth Centre building. Councillors also expressed concerns re the youth provision if the Youth Centre Building is closed.

RESOLVED: That a letter be written to state that the Town Council have no interest in taking over the Youth Centre Building however have great concern that if the building was to close there still be provision in Llantwit Major for the Youth Club.

To note the Vale of Glamorgan Councils new Corporate Plan

Councillors had previously been circulated with the Vale of Glamorgan Councils new Corporate Plan. Noted.

To discuss email re naming Streets in Llantwit Major

Councillors had previously been circulated with an email dated 17th May 2016 re naming Streets in Llantwit Major. Councillor Mrs S Hanks expressed her dissatisfaction that the Town Council were not included in the naming of the new development of Cwm Colhugh.

RESOLVED: That a letter be written to the Head of Planning & Regeneration requesting that the Vale of Glamorgan Council implore on any future developers that they include the Community when naming sites and question if the Redwood Close development be a continuation of numbers off the original Redwood Close.

793. WELSH GOVERNMENT**To note letter from WYG re proposed Northern Access Road**

Councillors had previously been circulated with a letter dated 9th May 2016 from the WYG reference the proposed Northern Access Road. Councillors stated they were amazed this Road is even being considered, the proposed Road will cross prime green field land and the additional access route was never considered necessary when RAF St Athan had thousands of people employed there.

RESOLVED: That a letter be written to WYG expressing the Town Councillors Objections to the proposed Northern Access Road. The letter should state that this additional access route was never deemed necessary when there were thousands of people employed at RAF St Athan. Also note the effect on the environment, the proposed access route would go straight through fertile farm land .

Further

RESOLVED: That a letter be written to Llanmaes Community Council expressing Llantwit Major Town Councils support of their objections to the proposed Northern Access Road.

794. MISCELLANEOUS

To discuss letter from Cowbridge with Llanblethian Town Council reference the Vale of Glamorgan Council Reshaping Services Programme

Councillors had previously been circulated with a letter dated 21st April 2016 from Cowbridge with Llanblethian Town Council reference the Vale of Glamorgan Council Reshaping Services Programme. The Town Clerk confirmed she had met with the Town Clerks from Cowbridge with Llanblethian and Barry on the 26th May 2016, to discuss where each Town Council were at present with regard to the Vale of Glamorgan Council Reshaping Services Programme.

RESOLVED: That the Town Clerk has permission to continue to meet with Clerks from neighbouring Town Councils reference the Vale of Glamorgan Reshaping Services Programme .

To discuss letter from St Illtuds Church reference making a floral arrangement for the Llantwit Major Biennial Flower Festival

Councillors were previously been circulated with a letter from St Illtuds Church reference making a floral arrangement for the Llantwit Major Biennial Flower Festival to be held the August Bank Holiday Weekend.

RESOLVED: That the Flower Shop make a floral arrangement for the Town Council up to the value of £60.00.

Further

RESOLVED: That Councillor Mrs P Lancaster act as the Town Councils nominated representative to attend a Meeting regarding the Flower Festival on Monday 27th June 2016.

To discuss email from Llantwit Major School reference any maintenance tasks or projects the pupils could undertake during the Schools Community week

Councillors had previously been circulated with an email dated 4th May 2016 detailing a request from Llantwit Major School for ideas for any maintenance tasks or projects pupils could undertake during the Schools Community Week.

RESOLVED: That an email be written to Llantwit Major School suggesting three ideas for projects the pupils could undertake for Llantwit Major Town Council:

- To paint the Tennis Court wall
- To wash, clean and paint the Handyman Garage
- To make new Allotment numbered signs out of plastic piping and transfer stickers

To discuss Agenda Brief re dates for a proposed Chamber of Trade meeting

Councillors had previously been circulated with an Agenda Brief detailing dates for a proposed Chamber of Trade Meeting.

RESOLVED: That an open meeting to discuss the reforming of the Chamber of Trade will be held on the 16th June 2016 at 7:30pm in Llantonian Hall

Further

RESOLVED: That Councillor M Mason and Councillor Mrs S Hanks will deliver letters to all Businesses in Llantwit Major Town Centre informing them of the date and time of the Chamber of Trade Open Meeting.

To discuss Agenda Brief re the Town Crest – Coat of Arms

Councillors had previously been circulated with an Agenda Brief regarding the Town Crest – Coat of Arms. Councillors noted that the Town Crest has never been registered with the College of Arms.

RESOLVED: That further investigation is undertaken to see if the centre piece of the Town Council Crest has been registered as a Coat Of Arms. Results of investigation be bought back to a future Full Town Council Meeting.

To discuss letter from local resident reference large vehicles and volume of traffic along College Street

Councillors had previously been circulated with a letter dated 17th May 2016 detailing a local resident’s concerns regarding the large vehicles and volume of traffic along College Street. Councillors discussed damage caused by HGV Vehicles within the Old Town and the lack of suitable signage deterring HGV Vehicles from using the narrow streets around the old part of Llantwit Major.

RESOLVED: That a letter be written to the Head of Visible Services at the Vale of Glamorgan Council raising concerns regarding the heavy vehicles that drive through the old town of Llantwit Major and the lack of signage warning HGV lorries of the narrow lanes and sharp bends.

Further

RESOLVED: That the lack of signage be bought up at the next Town Study Steering Group Meeting to be held on the 12th July 2016.

Further

RESOLVED: That a letter be written to UK Hydroslices Ltd requesting if smaller vehicles could be used to transport their equipment through the old part of Llantwit Major as the larger HGV vehicles have been causing damage within the Old Town.

Further

RESOLVED: That a letter be written to the local resident confirming the actions being undertaken by Llantwit Major Town Council with reference to this matter.

SIGNED
MAYOR

DATED