

Minutes of the Meeting of Llantwit Major Town Council held on Thursday 30<sup>th</sup> March 2017 at 7.05pm in the Council Chamber, Old School, Llantwit Major

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PRESENT;      Chairman –      Councillor Mrs S Hanks - Town Mayor

                         Councillors      Mr D Foster                              )      NORTH WARD  
                                                       Mr M Mason                              )  
                                                       Mrs J Norman                              )

                                                      Mrs S Geary                              )      SOUTH EAST WARD  
                                                       Mr G Morgan                              )

                                                      Mr G John                              )      WEST WARD  
                                                       Mrs P Lancaster                              )

                                                      Mr M Marsh                              )      BOVERTON WARD  
                                                       Mr J Evans                              )

PC Colin Malone  
 PCSO Rhiannon Cummings

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

Pursuant to the requirements of this Councils Code of Conduct, Councillor Mr G John declared an interest under Procedural Matters, Item 1 Members Report, Community Liaison Meeting 22<sup>nd</sup> March 2017 and Item 3 to discuss possible Agenda Items for inclusion on Community Liaison Meeting, with permission to speak but not vote.

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

**939.      ITEMS BROUGHT FORWARD**  
**COMMUNITY CONSTABLE**

**To receive Community Constables report**

PC Coin Malone introduced PCSO Rhiannon Cummings to Councillors the newly appointed PCSO for Llantwit Major. PC Malone stated that since the last Meeting there had been 33 crimes of which 22 had been detected. Crimes included 5 youth offences, 2 assaults, a burglary at the West House Hotel, theft and damage to property.

PC Malone confirmed to Councillors that Traffic Enforcement Officers have been patrolling Llantwit Major and a copy of the traffic figures have been passed to the Town Clerk. PC Malone and Councillors discussed the problem of juvenile crime in Llantwit Major. PC Malone confirmed to the Town Council that his retirement date had been set for the 1<sup>st</sup> June 2017.

Councillor Mrs S Hanks asked permission to bring forward the Agenda Item 5 under Miscellaneous to discuss email from PCSO R Cummings reference a Litter Pick on Llantwit Major Beach and Pathway on 5<sup>th</sup> April 2017

### **MISCELLANEOUS**

#### **To discuss email from PCSO R Cummings re a Litter Pick on Llantwit Major Beach and Pathway on 5<sup>th</sup> April 2017**

Councillors had previously been circulated with an email dated 20<sup>th</sup> March 2017 from PCSO R Cummings detailing organising a Litter Pick on Llantwit Major Beach and Pathway on the 5<sup>th</sup> April 2017. PCSO R Cummings informed Councillors that the Litter Pick had been arranged with 'Keep Wales Tidy' they were providing all the equipment and the Vale of Glamorgan Council had agreed to remove the Rubbish after the event. She stated that pupils from Ysgol Y Ddraig School and the Fire Crime Unit had volunteered to join the Litter Pick. PCSO Cummings asked Councillors if they would like to come along and help and if they could further publicise the event.

**RESOLVED:** That the Litter Pick on Llantwit Major Beach and Pathway on 5<sup>th</sup> April 2017 be publicised on Llantwit Major Town Council Facebook page.

PC C Malone and PCSO R Cummings vacated the Council Chamber.

## **940. MINUTES**

### **Full Town Council meeting held 23<sup>rd</sup> February 2017**

The minutes of the Full Town Council meeting held on 23<sup>rd</sup> February 2017, had previously been circulated to the Council members. Councillor M Mason stated that under Apologies it should read 'Mr R Austin' and not as previously stated 'Mrs R Austin'.

**RESOLVED:** That subject to the above amendments the Minutes of the Full Town Council Meeting held on 23<sup>rd</sup> February 2017 be adopted and accepted as a true record.

### **Matters Arising**

There were no matters arising.

### **Citizen of the Year Committee Meeting held on 6th March 2017**

The minutes of the Citizen of the Year Committee Meeting held on 6<sup>th</sup> March 2017, had previously been circulated to the Council members. Councillor M Mason stated that under Report of Last Meeting held on 16<sup>th</sup> January 2017 is should read 'regarding sponsorship' and not as previously stated 'regarding sponsorship'.

**RESOLVED:** That subject to the above amendments the minutes of the Citizen of the Year Committee Meeting held on 6<sup>th</sup> March 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 8<sup>th</sup> March 2017**

The minutes of the Allotment Sub Committee Meeting held on 8<sup>th</sup> March 2017, had previously been circulated to the Council members.

**RESOLVED:** That the minutes of the Allotment Sub Committee Meeting held on 8<sup>th</sup> March 2017 be accepted as a true record and all recommendations be actioned by the Town Clerk.

**Matters Arising**

There were no matters arising.

**Funding Forum Meeting held on 8<sup>th</sup> March 2017**

The minutes of the Funding Forum Meeting held on 8<sup>th</sup> March 2017, had previously been circulated to the Council members.

**RESOLVED:** That the minutes of the Funding Forum Meeting held on 8<sup>th</sup> March 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 14<sup>th</sup> March 2017**

The minutes of the Planning Committee Meeting held on 14<sup>th</sup> March 2017, had previously been circulated to the Council members.

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

**Matters Arising**

There were no matters arising.

**Funding Forum Meeting held on 21st March 2017**

The minutes of the Funding Forum Meeting held on 21st March 2017, had previously been circulated to the Council members. Councillor D Foster thanked the Town Clerk for all her hard work in producing the Expression of Interest Form for the Rural Development Funding for improvements to Sport Facilities.

**RESOLVED:** That the minutes of the Funding Forum Meeting held on 21st March 2017 be accepted as a true record and all recommendations be actioned by the Town Clerk.

**Matters Arising**

There were no matters arising.

**941. 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.

**942. TOWN MAYOR**

Councillors had previously been circulated with a copy of the Town Mayors engagements undertaken for the period 1<sup>st</sup> March 2017 to 31<sup>st</sup> March 2017. Noted.

**Questions to Town Mayor**

There were no question to the Town Mayor.

**943. PROCEDURAL MATTERS****Members Report****Community Liaison Meeting 22<sup>nd</sup> March 2017**

Councillor G Morgan updated Members on the Community Liaison Meeting he attended on the 22<sup>nd</sup> March 2017. Councillor Morgan confirmed he had addressed the Meeting regarding the disappointment of the Town Councils Planning Committee recommendations being disregarded by the Vale of Glamorgan Council. Councillor Morgan continued that the lack of representatives of Vale Councillors at Site Meetings was a cause for concern and although disappointed with the responses from Vale Representatives at the Meeting he was pleased with the support offered from neighbouring Community & Town Councils. He felt it was important as a Town Council we keep objecting to Planning Applications we deem unsuitable in order to try to preserve our historic town.

Councillor G John informed Councillors that the Town Council should consider obtaining a copy of the finalised LDP document when released and engaging a Planning Consultant, on an adhoc basic, when contentious Planning Applications are issued.

Councillor M Mason updated members that he and Councillor Mrs S Hanks had attended a Chamber of Trade Meeting. It had proved very positive and informative. Councillor Mason confirmed the date of the next Chamber of Trade Meeting had been set for the 10<sup>th</sup> May 2017.

**Action Tracker**

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

Councillor M Marsh requested an update on additional cemetery land. The Town Clerk informed Councillors, as previously discussed, a new Cemetery Committee was to be formed at the Annual Meeting to be held on the 11<sup>th</sup> May 2017.

The Town Clerk informed Councillors that the letter to Mr Alun Michael, South Wales Police and Crime Commissioner had been re-sent due to an incorrect correspondence address being displayed on the South Wales Police website.

**To discuss possible Agenda Items for inclusion on Community Liaison Meeting**

Councillor G John updated Councillors on the importance of bringing Agenda Items forward at the Community Liaison Meeting. He stated how important it was for a Llantwit Major Town Council representative to attend the Meeting. Councillors discussed various topics such as police enforcement in Llantwit Major and dog fouling that could be included as Agenda Items at the next meeting to be held in June 2017.

**RESOLVED:** That Councillors forward ideas for Agenda Items to the Town Clerk.

**944. YOUTH COUNCIL  
Youth Activity Progress**

There were no Youth Council representatives at the Meeting to update Councillors on Youth Activity Progress.

**945. FINANCE**

**Bank Reconciliation for period 1<sup>st</sup> February 2017 to 28<sup>th</sup> February 2017**

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1<sup>st</sup> February 2017 to 28<sup>th</sup> February 2017. Noted.

**Income for the period 16<sup>th</sup> February 2017 to 23<sup>rd</sup> March 2017**

Councillors had previously been circulated with a copy of the Income for the period 16<sup>th</sup> February 2017 to 23<sup>rd</sup> March 2017. Noted.

**Expenditure for the period 16<sup>th</sup> February 2017 to 23<sup>rd</sup> March 2017**

Councillors had previously been circulated with a copy of the Expenditure for the period 16<sup>th</sup> February 2017 to 23<sup>rd</sup> March 2017. Noted.

**Proposed End of Year Income & Expenditure figures 2016/2017**

Councillors had previously been circulated with the proposed End of Year Income & Expenditure figures for 2016/2017. Noted.

**To discuss Agenda Brief regarding use of reserves towards payments for new footpath until grant money received**

Councillors had previously been circulated with an Agenda Brief regarding the use of reserves towards payments for new footpath until grant money received. Councillors discussed Part II of the Grant Application process.

**RESOLVED:** That permission be given to use reserves (if Grant Application successful) towards payments of the new footpath, until the Grant money can be drawn down.

**To discuss Agenda Brief regarding ring fencing money for Footpath and carrying forward to the next financial year**

Councillors had previously been circulated with an Agenda Brief regarding ring fencing money for Footpath and carrying forward to the next financial year. The Town Clerk explained that £2200 had been budgeted in the Financial Year 2016/17 for match funding towards the new Footpath but due to delays in the grant processing could this money be ring fenced until financial year 2017/18, until hopefully confirmation to proceed is received.

**RESOLVED:** That permission be given to ring fence £2,200 for the Footpath and carry forward to the next financial year.

**To note Independent Remuneration for Wales – Annual Report 2017/18**

Councillors had previously been circulated with an Annual Report dated 24<sup>th</sup> February 2017 detailing the Independent Remuneration for Wales. Councillor Foster informed Councillors that the Consultation with reference to this Report should be deferred until after the Town Council elections on the 4th May 2017.

**RESOLVED:** That consultation on the Independent Remuneration for Wales – Annual Report 2017/18 be deferred until after the Town Council elections on the 4<sup>th</sup> May 2017.

**To discuss letter from YMCA reference funding request for Major Music**

Councillors had previously been circulated with a letter from YMCA dated 20<sup>th</sup> February 2017 reference a funding request for Major Music.

**RESOLVED:** That a Grant Aid Application Form be sent to Major Music for completion.

The request will be considered as per all other Grant Aid Applications in January 2018.

**946. 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 note Planning Appeal re Meadowvale Nursery, Cowbridge Road, Llantwit Major**

Councillors had previously been circulated with a letter dated 13<sup>th</sup> March 2017 detailing the Planning Appeal re Meadowvale Nursery, Cowbridge Road, Llantwit Major. Noted.

**947. CEMETERY**

The following Burial matters were noted.

- 1) Burial of Steven Kidd Ma9 (new plot) on 24<sup>th</sup> February 2017
- 2) Burial of Horace Evans F226 (re-open) on 11<sup>th</sup> March 2017
- 3) Burial of William Whitelegg C211 (re-open) on 24<sup>th</sup> March 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 1.

**To note email reference the renovation of the MOD Military headstones in Llantwit Major Cemetery**

Councillors had previously been circulated with an email dated 20<sup>th</sup> February 2017 reference the renovation of the MOD Military headstones in Llantwit Major Cemetery. Noted.

**948. RECREATION AND OPEN SPACES**

**To note playground inspections 8<sup>th</sup> February 2017**

Councillors had previously been circulated with the Playground inspections held on 8<sup>th</sup> February 2017. The Town Clerk confirmed that the Basket Swing had been removed and a new Basket Swing would be purchased at the beginning of the 2017/2018 Financial Year. Noted.

**To note playground inspections 9<sup>th</sup> March 2017**

Councillors had previously been circulated with the Playground inspections held on 9<sup>th</sup> March 2017. Noted.

**To discuss Annual Playarea Inspection**

Councillors had previously been circulated with a letter dated 7<sup>th</sup> March 2017 reference the Playarea Annual Inspection for 2017/18.

**RESOLVED:** That the Vale of Glamorgan Council be appointed to undertake the Annual Playarea Inspection for 2017/18 at a cost of £63.00.

**949. TOWN HALL****To discuss Agenda Brief re possible regular Saturday morning hirer**

Councillors had previously been circulated with an Agenda Brief re possibility of a regular Saturday Morning Hirer. Councillors discussed the possibility of hiring the Town Hall for use by a Regular Hirer on a Saturday morning.

**RESOLVED:** That permission is granted for a Regular Hirer to rent the Town Hall on a Saturday morning but should a private function wish to book the Hall the regular hirer be given one month's notice to find an alternative venue for that date.

**To discuss request from Events Group to apply for closure of Town Hall Car Park from 2pm on 23<sup>rd</sup> June to 25<sup>th</sup> June 2017 for Victorian Fair Day**

Councillors had previously been circulated with an email dated 6<sup>th</sup> March 2017 from the Events Group to apply for closure of Town Hall Car Park from 2pm on the 23<sup>rd</sup> June to 25<sup>th</sup> June 2017 for Victorian Fair Day.

**RESOLVED:** That permission is granted for the Events Group to use the Town Council owned section of the Car Park from 2pm on the 23<sup>rd</sup> June 2017 to 25<sup>th</sup> June 2017 for Victorian Fair Day.

**950. WEST STREET POOL****To discuss email from concerned local resident regarding West Street Pool**

Councillors had previously been circulated with an email dated 17<sup>th</sup> March 2017 from a concerned local resident regarding West Street Pool. Councillors discussed various areas of concerns regarding a resident regularly wading through West Street Pool to retrieve the duck. Councillors also discussed fish being put into the pond without Town Councils prior permission.

**RESOLVED:** That a letter be written to the local resident requesting that she refrains from wading through the Town Councils pond until such time as the Town Councils Insurers and Health and Safety Advisors consultations have been received.

**951. VALE OF GLAMORGAN COUNCIL****To discuss Invitation to 'Developing the Wellbeing Workshop' on 3<sup>rd</sup> April 2017**

Councillors had previously been circulated with an email and invitation dated 21<sup>st</sup> March 2017 to 'Developing the Wellbeing Workshop' on 3<sup>rd</sup> April 2017.

**RESOLVED:** No representative is available from the Town Council to attend the 'Developing the Wellbeing Workshop' on the 3<sup>rd</sup> April 2017.

**952. WELSH GOVERNMENT**

**To discuss the Consultation on Reforming Local Government – Resilient and Renewal**

Councillors had previously been circulated with a letter dated 31<sup>st</sup> January 2017 on the Consultation on Reforming Local Government – Resilient and Renewal. The Town Clerk confirmed due to her and other Vale Town Clerks workload they had been unable to meet to discuss this White Paper on Consultation on Reforming Local Government. Noted.

**953. MISCELLANEOUS**

**To note report of Meeting with Andrew RT Davies AM regarding the proposed Northern Access Road held on 3<sup>rd</sup> March 2017, correspondence from Llanmaes Community Council and correspondence from Andrew RT Davies AM**

Councillors had previously been circulated with a report of the Meeting with Andrew RT Davies AM regarding the proposed Northern Access Road held on 3<sup>rd</sup> March 2017, correspondence from Llanmaes Community Council and correspondence from Andrew RT Davies AM. Councillors discussed this matter and concluded that the request for clarification on certain points regarding this proposed Northern Access Road had not been answered.

**RESOLVED:** That a further letter be written to Mr Andrew R T Davies AM requesting clarification from the relevant representatives on the following unanswered questions:

1. Is the building of the Northern Access Road an integral part of the agreement with Aston Martin?
2. On what grounds does the Welsh Government justify the cost of this proposed NAR when there is an option of upgrading the Eglwys Brewis Road?

**To discuss Fire at Llandow Industrial Estate**

Councillor D Foster updated Councillors on his concerns regarding the fourth fire at the Siteserv building based on the Llandow Industrial Estate. He queried whether emission samples had been taken following the incident. Councillor Foster stated the severity of smoke from the building not only caused residents of Llandow to be moved from their homes but caused traffic and pollution problems for local residents many miles away from the Siteserv building.

**RESOLVED:** That a letter be written to Mr J Hogg, Head of Operations, National Resources Wales querying what policies were put in place following the first three incidents at the Siteserv Building. Why were Siteserv issued further operating licences?

Further

**RESOLVED:** That a letter be written to Public Health Wales seeking clarification if samples were taken on site of the smoke to ascertain it was of no danger to members of the public and if not why not.

**To discuss letter from Llantwit Major Amateur Boxing Club re vacant premises**

Councillors had previously been circulated with a letter dated 17<sup>th</sup> March 2017 from Llantwit Major Amateur Boxing Club re vacant premises at the Llantwit Major Youth Centre. The Town Clerk informed Councillors that this letter had been redirected to the Vale of Glamorgan Council. Noted.



**To discuss invitation to a Meeting at the Memorial Hall, Barry on the 31<sup>st</sup> March 2017 regarding the project 'Hands Across the Vale'**

Councillors had previously been circulated with an email dated 20<sup>th</sup> March 2017 detailing an invitation to a Meeting at the Memorial Hall, Barry on the 31<sup>st</sup> March 2017 regarding the project 'Hand Across the Vale'. Noted.

SIGNED .....

MAYOR

DATED .....