

Minutes of the Meeting of Llantwit Major Town Council held on Thursday 30th June 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 R Austin) | |
| | | Mr G John) | WEST WARD |
| | | Mrs P Lancaster) | |

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 Mrs S Geary, declared an interest under Llantonian Hall, item 2, to discuss Agenda Brief re path leading to Llantonian Hall from the Rugby Club Car Park and under Vale of Glamorgan Council, item 2, to discuss Consultation on the Schools Transport Policy effective from September 2017.

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 email regarding Reshaping Services and query regarding Open Spaces. Item 2, to discuss Consultation on the Schools Transport Policy effective from September 2017. Item 3, to discuss Consultation on the Statement of Licensing Policy and item 5 to discuss email re proposed increase in school places at Ysgol Gymraeg Bro Morgannwg.

Pursuant to the requirements of this Councils Code of Conduct, Councillor Mr G Morgan, declared an interest under Part II Personnel item 1, to confirm appointment of Mrs N Page to position of Administrative Assistant following successful probation period and item 2, to note the NJC & SLCC Agreement on the 2016 – 2018 National Salary Awards.

795. MINUTES

Full Town Council meeting held 26th May 2016

The minutes of the Full Town Council meeting held on 26th May 2016, had previously been circulated to the Council members.

RESOLVED: That the Minutes of the Full Town Council Meeting held on 26th May 2016 be adopted and accepted as a true record.

Matters Arising

There were no matters arising.

Allotment Sub-Committee Meeting held on 23rd May 2016

The minutes of the Allotment Sub-Committee Meeting held on 23rd May 2016, had previously been circulated to the Council members.

RESOLVED: That the minutes of the Allotment Sub-Committee Meeting held on 23rd May 2016 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 24th May 2016

The minutes of the Planning Committee Meeting held on 24th May 2016, had previously been circulated to the Council members.

RESOLVED: That the minutes of the Planning Committee meeting held on 24th May 2016 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

Finance & Policy Meeting held on 9th June 2016

The minutes of the Planning Committee Meeting held on 9th June 2016, had previously been circulated to the Council members.

RESOLVED: That the minutes of the Finance & Policy Meeting held on 9th June 2016 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 June 2016

The minutes of the Planning Committee Meeting held on 14th June 2016, had previously been circulated to the Council members.

RESOLVED: That the minutes of the Planning Committee meeting held on 14th June 2016 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

Youth Forum Meeting held on 16th June 2016

The minutes of the Youth Forum Meeting held on 16th June 2016, had previously been circulated to the Council members. Councillor Mrs J Norman noted that under Date of next meeting it should read '18th January 2017' and not as previously stated '18th January 2016'.

RESOLVED: That subject to the above amendments the minutes of the Youth Forum meeting held on 16th June 2016 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

Wellbeing of Future Generations Committee Meeting held on 17th June 2016

The minutes of the Wellbeing of Future Generations Committee Meeting held on 17th June 2016, had previously been circulated to the Council members.

RESOLVED: That the minutes of the Wellbeing of Future Generations Committee Meeting held on 17th June 2016 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

School Gardens Committee Meeting held on 17th June 2016

The minutes of the School Gardens Committee meeting held on 17th June 2016, had previously been circulated to the Council members.

RESOLVED: That the minutes of the School Gardens Committee meeting held on 17th June 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.

Working Group Meeting held on 20th June 2016

The minutes of the Working Group meeting held on 20th June 2016, had previously been circulated to the Council members.

RESOLVED: That the minutes of the Working Group meeting held on 20th June 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.

796. 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.

797. TOWN MAYOR

Councillors had previously been circulated with a copy of the Town Mayors engagements undertaken for the period 1st June 2016 to 30th June 2016. Noted.

Questions to Town Mayor

There were no question to the Town Mayor.

798. COMMUNITY CONSTABLE**To receive Community Constables report**

PC Colin Malone sent his apologies for being unable to attend the Meeting due to a prior commitment. Councillor Mrs S Hanks read a report from him which stated that since the last meeting there had been 36 crimes of which 12 had been detected. Crimes included Dwelling Burglary, Shed Burglary, Theft, Damage, Damage to Motor Vehicles, Assault and Theft from Motor Vehicle. Councillor Mr G John reported an incident of theft to a House and Car in High Street, Llantwit Major. Councillor Mr G John expressed his disappointment that no local policeman attended the incident when initially reported.

RESOLVED: That a letter be written to Chief Inspector Mark Holbrough of South Wales Police inviting him to attend the next Full Town Council Meeting on 28th July 2016.

799. COUNCIL MEETING**Meetings for the Month of July 2016**

Councillors had previously been circulated with a copy of the Council Meetings for the month of July 2016. Councillor Mr Mason gave his apologies for being unable to attend the Town Study Steering Group Meeting on the 12^h July 2016. Noted.

800. 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 inviting a representative from Dementia Supportive Community Status to meet with Councillors. The Town Clerk confirmed that no response, verbal or written, had been received.

Members Report**(i) Llantwit Major Tennis Club Meeting**

Councillors had previously been circulated with a report of the Llantwit Major Tennis Club Meeting held on 13th June 2016. Noted.

(ii) Open Meeting for Chamber of Trade / Traders Association

Councillors had previously been circulated with a report of the Open Meeting for Chamber of Trade / Traders Association on Thursday 16th June 2016. Four Traders attended the meeting and intend to hold a social evening to encourage more Members on the 26th July

2016 in the Old School. Mr Hunt from Filco Food Supermarket has agreed to provide refreshments for the event.

Councillor Mrs P Lancaster confirmed that the Events Group had held a very successful Queens Birthday Party. The Queen's Birthday Cake was donated to the residents of Crawshay Court for their Queens Birthday Tea Party.

To discuss Agenda Brief representative from the Traders being invited to sit on the Town Study Steering Group.

Councillors had previously been circulated with an Agenda Brief detailing that a representative from the Traders be invited to sit on the Town Study Steering Group.

RESOLVED: That permission be given for a representative from the Chamber of Trade / Traders Association to sit on the Town Study Steering Group Committee.

801. YOUTH COUNCIL

Youth Activity Progress

No members of the Youth Council were present at the Meeting

802. FINANCE

Income for the period 19th May 2016 to 20th June 2016

Councillors had previously been circulated with a copy of the Income for the period 19th May 2016 to 20th June 2016. Noted.

Expenditure for the period 19th May 2016 to 20th June 2016

Councillors had previously been circulated with a copy of the Expenditure for the period 19th May 2016 to 20th June 2016. Noted.

Bank Reconciliation for period 1st May 2016 to 31st May 2016

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

Llantwit Major Town Council Annual Return, Statement of Accounts 2015/2016 & receive report by Internal Auditor

Councillors had previously been circulated with the Llantwit Major Town Council Annual Return, Statement of Accounts 2015/2016 and the report from the Internal Auditor.

RESOLVED: That the Llantwit Major Town Council Annual Return Statement of Accounts 2015/16 be accepted and the report by the Internal Auditor be accepted.

To discuss funding for Major Music

Councillors had previously been circulated with a letter from Major Music re Application for funding support and had received a verbal report, prior to the Full Town Council Meeting, from Mr Mike Smith of the YMCA Barry.

Councillors discussed the funding request. Concerns were raised regarding the future of Llantwit Major Youth Centre building.

RESOLVED: That the funding request for Major Music be put forward to the 5 Year Plan Committee.

Further

RESOLVED: That a letter be written to Mr Mike Smith YMCA Barry stating the funding request for Major Music is under consideration with the Town Council. Their Application will be put forward to the Five Year Plan Committee. The funding Application is subject to the guaranteed future of Llantwit Major Youth Centre.

803. 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.

804. CEMETERY

The following Burial matters were noted.

- 1) Burial of Sheila Mary D'Arcy 32H (re-open) on 31st May 2016
- 2) Burial of Elaine Mayo LD4 (re-open) on 15th June 2016
- 3) Burial of Sylvia Alexandra Offord He1 (re-open) on 17th June 2016

805. RECREATION AND OPEN SPACES

Play Equipment Reports 6th June 2016

Councillors had previously been circulated with a copy of the playground Inspection/Maintenance Report dated 6th June 2016. Noted.

To discuss Annual Play area Inspection Report

Councillors had previously been circulated with a copy of the Annual Play area Inspection Report dated 13th June 2016. Councillor J Evans queried the comments concerning the Rocket and its heavily corroded nose cone. The Town Clerk informed Councillors she had already asked for clarification regarding this matter as could not find signs of heavy corrosion.

Councillor Mrs S Geary asked when the Zip Wire was to become operational again. The Town Clerk stated that quotations were being obtained to look at the cost of replacing the damaged Zip Wire line.

806. LLANTONIAN HALL

To discuss the Agenda Brief re tenders for Street Lighting leading to Llantonian Hall and the Bowling Club

Councillors had previously been circulated with Tenders for Street Lighting leading to Llantonian Hall and the Bowling Club.

RESOLVED: That the Tender for the installation of two street lights at Llantonian Hall be accepted from Centregreat Ltd at a cost of £2,245.52 (exc. Vat)

Further

RESOLVED: That the Tender for the installation of one street light outside the Bowling Club be accepted from Centregreat Ltd at a cost of £1,177.18 (exc. Vat) .

To discuss Agenda Brief re path leading to Llantonian Hall from the Rugby Club Car Park

Councillor Mrs S Geary declared an interest.

Councillors had previously been circulated with an Agenda Brief reference the path leading to Llantonian Hall from the Rugby Club which has become overgrown. The Town Clerk confirmed to Councillors that the Vale of Glamorgan Council have agreed to cut the overgrown hedge and path by the middle of next week. The upkeep of the Path will then be incorporated into the regular Vale of Glamorgan Council Rota.

807. LORNA HUGHES PARK

To discuss the Agenda Brief re vandalism of fencing in Lorna Hughes Park and the removal / replacement of the fence

Councillors had previously been circulated with an Agenda Brief reference the vandalism of fencing in Lorna Hughes Park and the removal / replacement of the fence. Councillors discussed two options of either replacing the wooden fence like for like or the total removal of the fence, thus creating an open area.

Councillor E Williams entered the Council Chamber

RESOLVED: That the wooden fence be removed and all gaps left be refilled, turfed and bulbs planted to bloom in the Spring.

Further

RESOLVED: That a Plaque be designed and purchased to be placed in Lorna Hughes Park noting that all dogs must be kept on the lead.

808. VALE OF GLAMORGAN COUNCIL

To note email regarding Reshaping Services and query regarding Open Spaces

Councillor G John declared an interest.

Councillors had previously been circulated with an email dated 22nd June 2016 detailing Reshaping Services and queries regarding Open Spaces. Noted.

To discuss Vale of Glamorgan Councils Consultation on the School Transport Policy effective from September 2017

Councillor Mrs S Geary and Councillor G John declared an interest.

Councillors had previously been circulated with a report from the Vale of Glamorgan Council re the Consultation on the proposed amendments to the School/College Transport policy effective from September 2017. Noted.

To discuss Vale of Glamorgan Councils Consultation on the Statement of Licensing Policy

Councillor G John declared an interest.

Councillors had previously been circulated with an email dated 15th June 2016 detailing the Vale of Glamorgan Consultation on the Statement of the Licensing Policy. Noted.

To discuss email re Visible & Housing Services request to meet with Town Council re Redwood Gardens Development

Councillors had previously been circulated with an email dated 20th June 2016 detailing Visible and Housing Services request to meet with the Town Council re Redwood Gardens Development. Councillors discussed this request.

RESOLVED: That no formal Meeting be required with Visible & Housing Services. A letter be written to Visible & Housing Services requesting a response in writing to the following points:

- i) Why is the development called Redwood Gardens. Councillors thought it was an extension to Redwood Close development?
- ii) Request a copy of the criteria / stipulations for qualifying for a dwelling on the new Development.
- iii) Request a site visit when the Development near completion.

To discuss email re proposed increase in school places at Ysgol Gymraeg Bro Morgannwg
Councillor G John declared an interest.

Councillors had previously been circulated with an email dated 20th June 2016 re proposed increase in school places at Ysgol Gymraeg Bro Morgannwg. Noted.

809. PUBLICATIONS RECEIVED

To note receipt of Annual Report of the Public Services Ombudsman for Wales for the year 2015/16

Councillors were informed that the Town Council office was in receipt of the Annual Report of the Public Services Ombudsman for Wales for the year 2015/16. Noted.

810. MISCELLANEOUS

To discuss email from Age Connect re contributions towards a Christmas event.

Councillors had previously been circulated with an email dated 16th June 2016 from Age Connect re contributions towards a Christmas event. Councillors confirmed that £100.00 donation had already be given to Age Connect towards the Christmas Day Meal. Councillors discussed offering the Llantonian hall at a reduced rate for the Age Connect Christmas Party.

RESOLVED: That Age Connect be charged £2.50 for the hire of Llantonian Hall for the Christmas Party.

For information the Llantwit Major Events Group Statement of Affairs for the Queens Birthday Party on 12th June 2016

Councillors had previously been circulated with the Llantwit Major Statement of Affairs dated 12th June 2016 for the Queen's Birthday Party. Noted.

811. 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 confirm appointment of Mrs N Page to position of Administrative Assistant following successful probation period.

Councillor Mr G Morgan declared an interest.

Councillors confirmed the appointment of Mrs N Page to position of Administrative Assistant following a successful probation period. Noted.

To note the NJC & SLCC Agreement on the 2016 – 2018 National Salary Awards

Councillor Mr G Morgan declared an interest.

Councillors had previously been circulated with the NJC & SLCC Agreement on the 2016 – 2018 National Salary Awards. Noted.

SIGNED
MAYOR

DATED