

**LLANTWIT MAJOR TOWN COUNCIL**

**Minutes of the Annual Meeting of Llantwit Major Town Council held in the Council Chamber, Old School, Wine Street, Llantwit Major 7.05pm on Thursday, 5th May 2016**

PRESENT;	Councillors	Mrs P Lancaster	Town Mayor
		Mr G John	) WEST WARD
		Mrs S Geary	)
		Mr R Austin	) SOUTH EAST WARD
		Mr G Morgan	)
		Mr J Evans	)
		Mrs S Hanks	) BOVERTON WARD
		Mr E Hacker	)
		Mr D Foster	) NORTH WARD
		Mrs J Norman	)
		Mr M Mason	)
		Mr E Williams	)

Members of the Public

**771. TO ELECT TOWN MAYOR.**

Councillor Mrs P Lancaster welcomed everyone to the Annual Meeting.

Councillor Mrs P Lancaster asked for nominations for Town Mayor for the year 2016/2017.

Councillor E Williams nominated, Councillor Mrs S Hanks to be the Mayor, this was seconded by Councillor J Evans.

**RESOLVED:** That Councillor Mrs S Hanks be duly elected Town Mayor for 2016/2017.

The Chains of Office were invested to Councillor Mrs S Hanks by Councillor Mrs P Lancaster.

Councillor Mrs S Hanks then proceeded to read and sign the oath as newly elected Town Mayor.

Councillor Mrs S Hanks stated that she would like to thank Councillor Mrs P Lancaster for all the hard work she had done in her time as Town Mayor. She was going to be a hard act to follow. She wished to thank the Town Council and the Youth Council for all their hard work and thanks to her family for their support leading up to today and for the coming year. Councillor Mrs S Hanks said it was a privilege to be elected to this post and she would do her best to represent Llantwit Major as Town Mayor.

She informed the Meeting her two chosen charities for her term in office would be the Ed Evans Foundation and Marie Curie based in Penarth.

Her husband Mr William Hanks will be her consort during her time as Town Mayor.

Councillor Mrs S Hanks proceeded to present Councillor Mrs P Lancaster with a heraldic shield and past Mayors badge.

Councillor Mrs P Lancaster addressed the Meeting. She said her year as Mayor had been both busy and very enjoyable. She thanked the Town Council for the honour and privilege of being Town Mayor. Councillor Mrs P Lancaster wished to thank her husband Mr Derek Lancaster for his support this year as her consort, her family, Town Councillors and the Town Hall staff. She confirmed that she had raised £2512.40 for her chosen charities of Samaritans and MIND.

**772. ELECTION OF DEPUTY MAYOR.**

Councillor Mrs S Hanks asked for nominations for Deputy Mayor for 2016/2017.

**RESOLVED:** That Councillor Mrs J Norman be duly elected as Deputy Town Mayor for 2016/2017.

Councillor Mrs S Hanks presented Councillor Mrs J Norman with the Deputy Town Mayors chain. Councillor Mrs S Hanks congratulated Councillor Mrs J Norman and stated she was sure they would work well together for the best of Llantwit Major.

Councillor Mrs J Norman thanked Councillors for her election of Deputy Town Mayor, stating that it was an honour to be elected and hoped she can fulfil the role of Deputy Mayor and support the Town Mayor in her duties.

**773. APOLOGIES**

Councillor Mr R Jenkins – Holiday leave  
Councillor Mr M Marsh – Due to illness

**774. DECLARATIONS OF INTEREST.**

There were no Councillor Declaration of Interest

**775. MINUTES OF PREVIOUS ANNUAL MEETING.**

Councillors had previously been circulated with copies of the Minutes of the Annual Meeting held on 14<sup>th</sup> May, 2015, which had been ratified at a Full Town Council meeting held on 28<sup>th</sup> May 2015. Noted.

**776. NOMINATIONS FOR REPRESENTATION ON COMMITTEES**

<b>FINANCE AND</b>	Chairman;	Councillor Mr D Foster
<b>POLICY COMMITTEE;</b>	Deputy Chairman;	Councillor Mr J Evans
	Council Membership;	12 (excluding Chairman & Deputy
	Chairman)	

Cllrs; Mrs P Lancaster, Mr G John, Mrs S Geary, Mr E Hacker, Mrs S Hanks, Mr R Jenkins, Mr M Marsh, Mr E Williams, Mr M Mason, Mrs J Norman, Mr R Austin, Mr G Morgan

**RECREATION  
& BUILDINGS  
COMMITTEE;**

Chairman; Councillor Mr J Evans  
Deputy Chairman; Councillor Mr M Mason  
Council Membership; 12 (excluding Chairman & Deputy  
Chairman);  
Cllrs; Mr D Foster, Mr G John, Mrs S Geary, Mr E Hacker, Mrs S  
Hanks, Mr R Jenkins, Mr M Marsh, Mr E Williams, Mr R Austin,  
Mrs J Norman, Mrs P Lancaster, Mr G Morgan

**FOOTPATH  
FORUM;**

Chairman; The Mayor Councillor Mrs S Hanks  
Councillors; 3 (excluding Chairman)  
Cllrs; Mr M Marsh, Mr E Williams, Mr D Foster

plus outside representation

**CENOTAPH  
FORUM;**

Chairman; The Mayor Councillor Mrs S Hanks  
Councillors; 4 (excluding Chairman)  
Cllrs Mrs J Norman, Mr M Marsh, Mrs S Geary, Mr M Mason

plus outside representation

**MAYORAL  
INAUGURATION  
FORUM;**

Chairman; The Mayor Councillor Mrs S Hanks  
Councillors; 3 (excluding Chairman)  
Cllrs; Mrs J Norman, Mrs P Lancaster, Mrs S Geary

Including Clergy representation.

**TOWN STUDY  
STEERING  
GROUP;**

Chairman; The Mayor Councillor Mrs S Hanks  
Council Membership; 13 (excluding Chairman)  
Cllrs. Mr D Foster, Mr G John, Mrs S Geary, Mr E Hacker, Mrs P  
Lancaster, Mr R Jenkins, Mr M Marsh, Mr E Williams, Mr J  
Evans, Mr R Austin, Mrs J Norman, Mr M Mason, Mr G Morgan

Plus outside representation.

**CEMETERY  
FORUM;**

Chairman; The Mayor Councillor Mrs S Hanks  
Council Membership; 13 (excluding Chairman)  
Cllrs. Mr D Foster, Mr G John, Mrs S Geary, Mr E Hacker, Mrs P  
Lancaster, Mr R Jenkins, Mr M Marsh, Mr E Williams, Mr J  
Evans, Mr R Austin, Mrs J Norman, Mr M Mason, Mr G Morgan

**STILLBIRTH AND  
CHILDREN'S  
MEMORIAL GARDEN  
PROJECT**

Chairman; Councillor  
Council Membership; 1 (excluding Chairman)  
Councillor;

Plus outside representation

Councillors discussed the Panel and it was;

**RESOLVED:** That the Stillbirth and Children's Memorial Garden Project Panel be incorporated into the Cemetery Forum.

<b>PLANNING COMMITTEE;</b>	Chairman; Deputy Chairman; Council Membership; Cllrs. Mrs P Lancaster, Mr G Morgan	Councillor Mr J Evans Councillor D Foster 4 (including Chairman and Deputy)
<b>WORKING GROUP RE: TOWN COUNCIL OFFICE/ADMIN. STAFF</b>	Chairman; Council Membership; Cllrs; Mrs S Hanks, Mr R Austin, Mr R Jenkins, Mr D Foster, Mr J Evans, Mrs P Lancaster	Councillor Mr E Williams 6 (excluding Chairman) including Town Mayor
<b>YOUTH ACTIVITIES FORUM</b>	Chairman; Council Membership; Cllrs; Mr J Evans, Mrs P Lancaster, Mr R Jenkins, Mrs J Norman, Mr M Mason	Councillor Mr E Williams 5 (excluding Chairman)
<b>YOUTH LINK COUNCILLORS</b>	Councillor Mr E Williams Councillor Mr J Evans Plus the Town Mayor; Mrs S Hanks	
<b>FUNDING FORUM</b>	Chairman; Council Membership; Cllrs. Mr E Hacker, Mr E Williams, Mr J Evans, Mr M Mason, Mr D Foster	The Mayor, Mrs S Hanks 5 (excluding Chairman)
<b>CITIZEN AWARDS PANEL;</b>	Chairman; Council Membership; Cllrs; Mr G Morgan, Mrs S Geary, Mrs P Lancaster, Mrs J Norman, Mr R Austin	Town Mayor, Mrs S Hanks 5 + Town Mayor
<b>FAIRTRADE;</b>	Chairman; Cllrs; Mr D Foster	Councillor Mr E Williams
<b>SCHOOL GARDEN;</b>	Chairman; Cllrs; Mrs S Hanks, Mrs J Norman	Councillor Mrs P Lancaster
<b>5 YEAR PLAN COMMITTEE;</b>	Chairman; Council Membership; Cllrs; Mr R Austin, Mrs S Geary, Mr E Hacker, Mrs J Norman, Mr J Evans (Chair of & Rec & Buildings)	Councillor Mr D Foster, Chair of Finance 4 + Chair of Buildings & Recreation

**WEBSITE COMMITTEE;** Council Membership; 3  
Cllrs;

Councillors discussed the Panel and it was;

**RESOLVED:** That the Website Committee Panel be incorporated into the Working Group.

**ALLOTMENT SUB-COMMITTEE;** Chairman; Councillor Mr J Evans  
Council Membership; 4 (including chair)  
Cllrs; Mrs S Geary, Mr M Mason, Mrs P Lancaster

**BOVERTON ROAD REGENERATION SUB COMMITTEE;** Chairman;  
Council Membership; 5 (including chair)  
Cllrs;

**RESOLVED:** That the Boverton Road Regeneration Sub Committee Panel be held in abeyance until a time when they are needed to meet.

**BOWLS CLUB SUB COMMITTEE;** Chairman; Councillor Mr J Evans  
Council Membership; 3 (including chair)  
Cllrs; Mr R Jenkins, Mr M Marsh

**COUNCIL CHAMBER REDECORATION COMMITTEE;** Council Membership; Chair of Finance, Chair of Recreation Buildings, Town Mayor & Deputy Town Mayor

**WELLBEING OF FUTURE GENERATION COMMITTEE** Chairman; Councillor Mrs J Norman  
Council Membership; 5 (including chair & Town Mayor)  
Cllrs; Mr D Foster, Mrs P Lancaster, Mr G Morgan, Mr J Evans, Mrs S Hanks (Town Mayor)

**RESHAPING SERVICES COMMITTEE;** Chairman; Councillor Mr D Foster  
Council Membership; 6 (including chair )  
Cllrs; Mrs S Geary, Mrs S Hanks, Mrs P Lancaster, Mr G Morgan, Mrs J Norman, Mr E Hacker (Advisory role only)

**APPEAL HEARING (PERSONNEL)** Councillor  
Councillor  
Councillor

**APPEALS COMMITTEE (PERSONNEL)** Councillor  
Councillor  
Councillor

**GREIVANCE  
PANEL  
(PERSONNEL)**

Councillor  
Councillor  
Councillor  
Councillor  
Councillor

**INTERVIEW  
PANEL**

Councillor  
Councillor  
Councillor  
Councillor  
Councillor

**RESOLVED:** That the Appeals Hearing, Appeals Committee, Interview Panel and Grievance Panel be held in abeyance until a time when they are needed to meet.

**777. COUNCILLORS AS REPRESENTATIVES ON OUTSIDE BODIES/COMMITTEES.**

**LLANTWIT MAJOR  
EVENTS  
GROUP;**

Councillor 1;  
Councillor 2;

Councillor Mr R Jenkins  
Councillor Mrs P Lancaster

**LLANTWIT MAJOR  
LIFEGUARDS;**

Councillor 1;  
Substitute if required.

Councillor Mr J Evans  
Councillor Mr E Williams

**CHARITIES;**

Councillor 1;  
Councillor 2;

Councillor Mrs S Geary  
Councillor Mrs S Hanks

**VALE OF GLAM  
COUNCIL  
COMMUNITY  
LIAISON COMMITTEE;**

Councillor 1;  
Councillor 2;

Councillor Mr G Morgan  
Councillor Mrs J Norman

**BRITISH LEGION  
PANEL;**

Councillor 1;  
Councillor 2;

Councillor Mr M Mason  
Councillor Mr E Hacker

**LLANILLTYD  
FAWR IN FLOWER;**

Councillor 1;  
Councillor 2;

Councillor Mrs P Lancaster  
Councillor Mrs S Geary

**GOOD NEIGHBOUR  
SCHEME STEERING  
GROUP;**

Councillor 1;  
Councillor 2;

Councillor Mrs S Geary  
Councillor Mrs J Norman

**FRIENDS OF  
GLAMORGAN  
HERITAGE COAST;**

Councillor 1;  
Councillor 2;

Councillor Mr E Williams  
Councillor Mr M Marsh

**POWER STATION  
LIAISON GROUP;** Councillor 1; Councillor Mr M Mason

**PUBWATCH;** Councillor 1; Councillor Mr J Evans

**TIDY TOWNS:**

Councillors discussed Council Membership on this Group and it was;

**RESOLVED:** That the membership of this Group be held in abeyance until a time when the Town Council is invited to attend.

**P.A.C.T.** Councillor 1; Councillor Mr R Jenkins

**778. MINOR AUTHORITY REPRESENTATION ON VALE PRIMARY SCHOOL GOVERNING BODIES**

**ST. ILLTYD'S  
JUNIOR & INFANT;** Councillor Mrs S Geary  
(Nov 2013 – Nov 2017)

**YSGOL DEWI SANT  
INFANT SCHOOL;** Vacancy – Governing post shared with Llanmaes Community  
Council

**YSGOL DDRAIG  
JUNIOR SCHOOL;** Councillor Mrs S Hanks  
(March 2015 - )

**WICK AND  
MARCROSS CHURCH  
IN WALES:** Member of Wick Community Council sits.

**YSGOL IOLO  
MORGANWG;** Councillor Mrs G Baty (Cowbridge Town Council)  
(Sept 2011 – Sept 2016)

**779. TO DISCUSS THE ANNUAL REPORT FOR FINANCIAL YEAR 2015/2016**

Councillors had previously been circulated with a copy of the Annual Report for Financial Year 2015/2016. All Councillors agreed it was an excellent, well presented report.  
presented.

**RESOLVED:** That a copy of the Annual Report for Financial Year 2015/2016 be put on the Llantwit Major Website, placed in a presentation folder in the Town Hall Office and a copy be taken to the next Town Study Steering Group Meeting.

**780. FUTURE MEETING DATES**

Councillors had previously been circulated with a list of Future Meeting dates for Full Town Council, Finance and Policy, Town Study Steering Group, Footpath Forum, Youth Forum and Annual Meeting 2016/2017. Councillors discussed the date for the Full Town Council Meeting in December as it clashed with the Llantwit Major Town Council Pantomime.

**RESOLVED:** That the Full Town Council Meeting for this month be moved to the Tuesday 13<sup>th</sup> December 2016.

Further

**RESOLVED:** That subject to the above amendment the meeting dates be circulated and adopted.

SIGNED .....

**MAYOR**

DATE .....