

from Crawshay House regarding this matter. PCSO Cummings stated that she had not received any reports but would follow up with Crawshay House on her next visit there.

Councillor Dr P Dickson informed PCSO Cummings that he had received complaints from residents regarding construction lorries contracted by the Heritage Gate Developers who were repeatedly jumping the red lights of the temporary traffic lights installed by the roundabout by the housing development.

PCSO Cummings informed Councillors she was working with Mark Ellis from the Time Banking Volunteering Project to look at further ways to get volunteers to help in the Community in Llantwit Major. It was noted that the project had been expanded so all residents of Llantwit Major could volunteer to earn Time Credits and not just restricted to Council Tenants. PCSO Cummings asked Councillors if they can offer any support, to liaise with herself or Mark Ellis.

Councillors thanked PCSO Cummings for attending the meeting and she vacated the Council Chamber.

379. MINUTES

Full Town Council Meeting held 28th March 2019

The minutes of the Full Town Council meeting held on 28th March 2019, had previously been circulated to the Council Members. Councillor Foster informed Councillors that he and the Deputy Town Clerk had met with the residents of the damaged bench in the Cemetery and were in the process of obtaining quotations for repairing the bench.

RESOLVED: That the Minutes of the Full Town Council Meeting held on 28th March 2019 be adopted and accepted as a true record.

Matters Arising

There were no matters arising.

Planning Meeting held on 29th March 2019

The minutes of the Planning Meeting held on 29th March 2019, had previously been circulated to the Council Members.

RESOLVED: That the minutes of the Planning Meeting held on the 29th March 2019 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 1st April 2019

The minutes of the School Gardens Committee Meeting held on 1st April 2019, had previously been circulated to the Council Members. Councillors noted that it was recommended that the School Garden competition does not take place in 2019 and a proposal put forward that this becomes a bi-annual competition.

RESOLVED: That the minutes of the School Gardens Competition Meeting held on the 1st April 2019 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising

Citizen of the Year Committee Meeting held on 3rd April 2019

The minutes of the Citizen of the Year Committee Meeting held on 3rd April 2019, had previously been circulated to the Council Members. Councillor Williams thanked the Committee and Staff for all their hard work and said it was an emotional evening filled with laughter and tears.

RESOLVED: That the minutes of the Citizen of the Year Committee Meeting held on the 3rd April 2019 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising

Footpath Forum Meeting held on 9th April 2019

The minutes of the Footpath Forum Meeting held on 9th April 2019, had previously been circulated to the Council Members.

RESOLVED: That the minutes of the Footpath Forum Meeting held on the 9th April 2019 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising

380. 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.

381. TOWN MAYOR**Town Mayor report of events attended 1st April 2019 to 30th April 2019**

Councillors had previously been circulated with a copy of events attended by the Town Mayor between 1st April 2019 and 30th April 2019. Councillor Dr Ellis confirmed that he had presented a donation to Major Music at 4pm on Wednesday 3rd April 2019 and not as previously stated Tuesday 2nd April at 6pm. Noted.

Deputy Town Mayor report of events attended 1st April 2019 to 30th April 2019

Councillors had previously been circulated with a copy of events attended by the Deputy Town Mayor between 1st April 2019 and 30th April 2019. Noted.

Questions to the Town Mayor

There were no questions to the Town Mayor.

382. YOUTH COUNCIL**Youth Activity Progress**

No Youth Council representatives were present.

To discuss Llantwit Youth Council Litter Report 2018 / 2019

Councillors had previously been circulated with the Report of the Llantwit Youth Council Litter Report 2018/ 2019. Councillors all agreed this was an excellent report and all would help to support and assist with any recommendations within the Report. Councillors discussed the litter bin on the Recreation Ground.

RESOLVED: That a letter of thanks be written to the Llantwit Youth Council congratulating them on an excellent Litter Report. State that the Town Council will support and assist with their proposals and request further details re what renovations were required to the bin in the Recreation Ground.

To discuss any Agenda Items as highlighted by the Youth Council

As no Youth Council representatives were present this was not discussed.

383. COUNCIL MEETINGS**Meetings for the Month of May 2019**

Councillors had previously been circulated with a list of the Meetings for the Month of May 2019. Noted.

384. PROCEDURAL MATTERS**Members Report**

Councillor Gant stated he had attended a One Voice Wales Meeting. A presentation was given by the Welsh Assembly Audit Team. They delivered a report on a Town and Community Survey they had undertaken for 2017/2018 of 113 Town and Community Councils. Councillor Gant informed Councillors the survey looked at various topics including the internal audit process, Terms of Reference, compliance within the statutory guidelines and the precept levels for local councils in 2017/2018. Councillor Gant noted that there was over 700 Town and Community Councils in Wales.

Action Tracker

Councillors had previously been circulated with an up to date Action Tracker. The Town Clerk confirmed that the Sports Pavilion re-build will be completed and signed off by Kingfishers Developments (Wales) Ltd by Friday 3rd May 2019.

To discuss Llantwit Major Christmas Committee letter and requests

Councillors had previously been circulated with a letter and minutes of a Public Meeting held on 18th March 2019 from the Llantwit Major Christmas Committee. Councillor Foster informed Councillors that the Town Council had provisionally allocated monies for the Christmas Illuminations under the assumption that they were working with the Chamber of Trade. It has been brought to the attention of the Town Council that a new Committee (Llantwit Major Christmas Committee) has now taken over the installation of the Christmas Lights in Llantwit Major for 2019 as well as the Christmas Event. Councillor Foster stated that the monies allocated by the Town Council was specifically for Christmas Illuminations.

RESOLVED: That the Town Council retain funds for the Christmas Illuminations until a firm proposal is received from the Llantwit Major Christmas Committee on what the Town Councils allocated monies will be spent on.

Further

RESOLVED: That a representative from the Town Council to sit on the Llantwit Major Christmas Committee be deferred to the Annual meeting to be held on 9th May 2019.

To discuss Draft Annual Report

Councillors had previously been circulated with the Annual Draft Annual Report. Councillors discussed further promoting the Annual Report around Llantwit Major and the possibility of including the Citizen Awards Event in the report.

RESOLVED: That the draft Annual Report be amended to include the Citizen of the Years 2019 event and copies of the Annual Report, once ratified at the Annual Meeting, to be sent to all organisations that have been mentioned within it.

To nominate Councillor to be elected as Town Mayor 2019/2020

Councillors discussed nominations for the Town Mayor 2019/20. It was;

RESOLVED: That the current Deputy Town Mayor, Councillor R Gant, be put forward to the Annual Meeting for nomination as Town Mayor 2019/20.

To nominate Councillor to be elected as Deputy Town Mayor

Councillors discussed nominations for the Deputy Town Mayor 2019/20. It was;

RESOLVED: That Councillor Mr G Thomas be put forward to the Annual Meeting for nomination as Deputy Town Mayor 2019/20.

385. FINANCE

Bank Reconciliation for period 1st March 2019 to 31st March 2019

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1st March 2019 to 31st March 2019. Noted.

Bank Reconciliation for period 1st January 2019 to 31st March 2019

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1st January 2019 to 31st March 2019. Noted.

Bank Reconciliation for period 1st April 2018 to 31st March 2019

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1st April 2018 to 31st March 2019. Noted.

Income for the period 22nd March 2019 to 31st March 2019

Councillors had previously been circulated with a copy of the Income for the period 22nd March 2019 to 31st March 2019. Noted.

Income for the period 1st April 2019 to 17th April 2019

Councillors had previously been circulated with a copy of the Income for the period 1st April 2019 to 17th April 2019. Noted.

Expenditure for the period 22nd March 2019 to 31st March 2019

Councillors had previously been circulated with a copy of the Expenditure for the period 22nd March 2019 to 31st March 2019. Noted.

Expenditure for the period 1st April 2019 to 17th April 2019

Councillors had previously been circulated with a copy of the Expenditure for the period 1st April 2019 to 17th April 2019. Noted.

To note End of Year Income and Expenditure budget figures 2018/2019

Councillors had previously been circulated with a copy of the End of Year Income and Expenditure budget figures 2018/2019. Noted.

To discuss Audit fees for Community and Town Councils

Councillors had previously been circulated with a letter dated March 2019 detailing Audit fees for Community and Town Councils. Councillors discussed the error by Grant Thornton of undercharging audit fees between £50 to £100 for the financial year 2017-18. Noted.

386. DEVELOPMENT**To note Planning Application decisions by the Vale of Glamorgan Councils**

Councillors had previously been circulated with a copy of the Vale of Glamorgan Councils Planning Application decisions. Noted.

To discuss email and the Local Lettings Policy for the new housing development at Heritage Gate and Sycamore Chase.

Councillors had previously been circulated with an email dated 15th April 2019 re the Local Lettings Policy for the new housing development at Heritage Gate and Sycamore Chase. Councillors queried what percentage of Social Housing had been allocated for the two new housing developments.

RESOLVED: That the Town Council accept the Local Lettings Policy for the new housing developments at Heritage Gate and Sycamore Chase.

Further

RESOLVED: That Councillor Mrs S Hanks will find out and advise Councillors what percentage of Social Housing has been allocated for Heritage Gate and Sycamore Chase.

387. CEMETERY

The following Burial matters were noted.

- 1) Burial of cremated remains William Patrick Lilley (re open) E5 on 13th March 2019
- 2) Burial of cremated remains Rita Lilley (re open) E5 on 13th March 2019
- 3) Burial of cremated remains Sidney James Eastment (re open) F164 on 26th March 2019
- 4) Burial of Elizabeth Gwenllian Rowlands (new plot) Mb11 on 26th March 2019
- 5) Burial of cremated remains Annie Leah Dewar (re open) D11 on 28th March 2019
- 6) Burial of cremated remains George Brian Kettle (new plot) Mc2 on 9th April 2019
- 7) Burial of cremated remains Irene Denyar (new plot) D1a on 16th April 2019
- 8) Burial of cremated remains Robin Michael Denyar (new plot) D1a on 16th April 2019

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 matters 4, 6, 7 & 8.

To discuss ICCM Corporate Membership Invoice for 2019/2020

Councillors had previously been circulated with an Invoice dated 1st April 2019 for ICCM Corporate Membership for 2019/20.

RESOLVED: That ICCM Corporate Membership be taken out for 2019/20 at an annual cost of £95.00.

388. RECREATION AND OPEN SPACES

To note Playground Inspection 7th March 2019

Councillor had previously been circulated with the Playground Inspection Report for 7th March 2019. The Town Clerk confirmed to Councillors that Swing 1, Bay 2 Cradle chain seat connections had become worn and the Vale of Glamorgan Inspector was due to come and replace them. She also confirmed she was getting the Vale of Glamorgan Inspection to look at the mechanism of the Zip Wire. Noted.

To discuss Open Spaces Application Form for a ‘Great Get Together’ on 23rd June 2019

Councillors had previously been circulated with an Open Spaces Application Form dated 8th April 2019 for a Great Get Together on the 23rd June 2019.

RESOLVED: That subject to valid Liability Insurance cover in place for the event that permission is granted for the Great Get Together Event taking place in Sea View Park on the 23rd June 2019.

To note letter from Llantwit Major Tennis Club re Grand Opening of the Tennis Courts on 19th May 2019

Councillors had previously been circulated with a letter dated 15th April 2019 from Llantwit Major Tennis Club re the Grand Opening of the Tennis courts on 19th May 2019. Noted.

389. OLD SCHOOL

To discuss Agenda Brief re Hiring Fees for History Society

Councillor Dr D Ellis and Councillor Dr P Dickson declared an interest.

Councillors had previously been circulated with an Agenda Brief reference introducing Hiring Fees for the History Society. Councillor Foster stated that the Councils Insurance Cover is void if tenants are not charged a hiring fee for the use of Town Council premises. Councillors discussed a Hiring Fee and what access the History Society should have to the room in the Old School.

RESOLVED: That the History Society be informed that an Annual Fee of £250.00 will be charged for the use of Room H in the Old School. This will give access to the History Society each Friday afternoon and one evening a week for Committee Meetings etc.

390. VALE OF GLAMORGAN COUNCIL**To discuss proposal to withdraw discretionary funding for fare paying school transport services**

Councillors had previously been circulated with a letter dated 2nd April 2019 detailing the proposed withdrawal of discretionary funding for fare paying school transport. Councillor G John informed Councillors that the proposal stated that buses would no longer be provided for fare paying pupils if residing in a 2 mile radius for primary school pupils or a 3 mile radius for secondary school pupils. Councillor G John stated that this would impact on some pupils at St Illtud's Primary School and may impact on pupils when the Northern Access Road is opened when routes by Egwyls Brewis are re-accessed.

RESOLVED: That a letter be written, and an online response be sent to the Vale of Glamorgan Council stating the Town Councils objection to the withdrawal of the discretionary funding for fare paying school transport in Llantwit Major.

To discuss Stronger Communities Project Funding Letter

Councillors had previously been circulated with a letter dated 12th April 2019 re the Strong Communities Project Funding letter for replacing the fencing around Llantwit Major Tennis Courts. Noted.

To discuss Agenda Brief re Stradling Park Community Asset Transfer (CAT)

Councillors had previously been circulated with an Agenda Brief and Guidance Notes re a resolution to look at applying for a Community Asset Transfer for Stradling Park.

Councillors raised concerns re the complexed procedure involved in applying for this small piece of land. Councillors suggested applying for a long-term lease/licence instead for Stradling Park.

RESOLVED: That the Town Council request from the Vale of Glamorgan Council that they consider a long-term Lease/Tenancy Agreement for Stradling Park rather than proceeding with the Community Asset Transfer process.

391. ONE VOICE WALES**To note report on payments to members of Community and Town Councils – Implementing the Determinations of the Independent Remuneration Panel for Wales**

Councillors had previously been circulated with payments to members of Community and Town Councils – Implementing the Determination of the Independent Remuneration Panel for Wales. Noted.

392. PUBLICATIONS RECEIVED**To note the Field Notes (Field in Trust) Spring 2019 Magazine**

Councillors had previously been circulated with the Field Notes (Fields in Trust) Spring 2019 Magazine. Noted.

393. **MISCELLANEOUS**

To discuss letter re presentation on the review of the electoral arrangements for the county of the Vale of Glamorgan

Councillors had previously been circulated with a letter dated 29th March 2019 re presentation on the review of the electoral arrangements for the county of the Vale of Glamorgan Council.

RESOLVED: That the Town Clerk and Councillor D Foster attend the presentation on the review Of the electoral arrangements for the County of the Vale of Glamorgan Council.

To discuss letter re the Corner House, The Strand, Llantwit Major

Councillors had previously been circulated with a copy of a letter dated 24th March 2019 re the restoration of the Corner House, The Strand, Llantwit Major. Noted.

To note letter re the 10th Vale of Glamorgan Walking Festival 2019

Councillors had previously been circulated with a letter dated 11th April 2019 reference the 10th Vale of Glamorgan Walking Festival 2019. Noted.

To discuss letter re the Fields in Trust Annual General Meeting on 4th June 2019

Councillors had previously been circulated with a letter dated 9th April 2019 detailing the Fields in Trust Annual General Meeting on 4th June 2019. Noted.

Councillor Dr D Ellis thanked all Councillors for all their support during his time in Office, as this would be his last Full Town Council Meeting as Chair. Councillors registered their thanks to Councillor Dr D Ellis for his impartial and professional approach to chairing the Meetings during his term in Office.

The Meeting closed and Councillors vacated the Council Chamber.

SIGNED
MAYOR

DATED