

**LLANTWIT MAJOR TOWN COUNCIL**

**REPORT OF TOWN STUDY STEERING GROUP MEETING HELD AT 7.00PM, ON TUESDAY, 15th OCTOBER, 2019 IN THE COUNCIL CHAMBER, OLD SCHOOL, WINE STREET, LLANTWIT MAJOR.**

Present;                      Councillor                      Mr G Morgan (Chairperson)  
   Councillors                      Mr D Powell  
                                        Dr D Ellis  
                                        Dr P Dickson  
                                        Mr G Thomas  
                                        Mr R Gant  
                                        Mrs G Hughes

Mr Christopher Edwards    Vale of Glamorgan Council Town Centre Development Officer  
Mrs H March                      Llantwit Major History Society  
Mr John Deakin  
Mr J Durrant - Bethel Baptist Church  
Mr W Norman  
Mr Adley Curtis - Vale of Glamorgan Council Youth Participation Worker  
David Maughan – Llantwit Youth Council  
Aimee Turrell – Llantwit Youth Council  
Mr Byron Evans - Llantwit Major Events Group  
Ms Julie Brown – Llantwit Major Christmas Committee  
Mr Jay Jones – Publican White Hart / Tudor Tavern

Apologies were tendered on behalf of;  
Mrs G Price

Councillor G Morgan welcomed everyone to the Town Study Steering Group Meeting and extended a warm welcome to our new members/ guests Ms Julie Brown and Jay Jones.

**Declaration of Interest Forms.**

There were no Declaration of Interest Forms received.

**Report of Meeting held on 9<sup>th</sup> July 2019**

Committee members had previously been circulated with a copy of the Report of the Town Study Meeting held on 9<sup>th</sup> July 2019, which had been ratified at the Full Town Council meeting of 25th July 2019. Noted.

**Update from Town Centres Development Officer**

Mr Christopher Edwards informed Committee members that following the Annual Survey of Vacancy Retail Rates, the rates in Llantwit Major were recorded at 4.45%. This is the lowest

vacancy rates in the Vale of Glamorgan and well below the Welsh average of 13% and UK average of 10%.

Mr Edwards informed members of a new App called 'Understanding Welsh Places'. This provided information and statistics on all towns in Wales. He stated it would be a useful tool to provide statistical information when sourcing potential funding bids as well as providing links with town of similar sizes. Mr Edwards passed round a copy of Llantwit Major details held on 'Understanding Welsh Places'.

Mr Durrant noted that details re the population size of Llantwit Major were incorrect. Mr Edwards informed members that he had been working with the Town Council and Christmas Committee and was delighted to report that via the economic stimulus funding had secured a major investment of £14,000 toward Llantwit Major Christmas Lights for 2019/2020. Mr Edwards confirmed that Llantwit Major Town Council would be the legal owners of the Christmas Lights.

**Recommended:** That the Deputy Town Clerk update the 'Understanding Welsh Places' App with correct information (e.g. population size) regarding Llantwit Major.

#### **Update on Llantwit Major Chamber of Trade**

The Deputy Town Clerk informed members that no representatives from the Llantwit Major Chamber of Trade were present at the Meeting. She confirmed that at the AGM held on 9<sup>th</sup> October 2019 the following new positions were voted onto the Chamber:

Chairman: Mr Michael Morgan

Treasurer: Mr Ian Hunt

Secretary: Mr D Jarrad

#### **Update on Sculpture Project**

Gwyneth Price sent her apologies as unable to attend the Meeting.

Committee members had previously been circulated with emails from Gwyneth Price and Alun Griffiths re the delay reference the Sculpture project.

The Deputy Town Clerk informed members that she had received confirmation today from Neil Evens of Alun Griffiths Ltd that the Sculpture would be installed on the Recreation Ground later this week or at the latest early next week. Mr Evans sent his apologies for the delay in installing the Sculpture on site.

#### **Update on Flags around the town to promote Llantwit Major**

Committee members had previously been circulated with an Agenda Brief detailing an update on the flags around the town. The Deputy Town Clerk informed members that 11 flags had been installed through the town during the summer months. There had been some teething problems re the flags twisting around the poles and one bracket coming away from the wall. The Deputy Town Clerk informed the committee that various solutions re ensuring the flags were more rigid were being tested throughout the winter to try and prevent them from twisting around the poles, when put up next Summer. Ms J Brown informed the Meeting that all brackets were being tested and risk assessed to ensure their

safety as they were being used this Christmas for Christmas trees. The Deputy Town Clerk stated that it was hoped additional flags could be purchased to put around the town for the summer of 2020.

#### **Update on Cotton Bags and Car Stickers**

Committee members had previously been circulated with receipts and the finalised designs of the cotton bags and car stickers. Councillor Morgan confirmed they were already being sold from the Town Hall and at present had made £230.00. Councillor Morgan said it was planned to sell more merchandise at the Christmas Stalls on the Precinct on the 30<sup>th</sup> November 2019 along with promoting Fair Trade and Llantwit Major Dementia Friendly. Mrs March queried why the designs were only in Welsh, originally, they were going to be half printed in Welsh and half in English. Councillor Morgan stated that due to costs only one design could be printed.

Members noted that Darren Witts, Treganna Design had sent an email confirming that he would in future be using the 'Love Llantwit Major' theme (copy righted by Treganna Design) to promote and sell his own 'Llantwit style' brand.

Ms Brown stated that Darren Witts had kindly designed the Christmas Illumination Event poster for the Christmas Committee which continued to use the 'Llantwit Major Style'.

#### **To discuss future Front Garden Competitions**

Committee members had previously been circulated with an Agenda Brief detailing whether to continue running the Front Garden Competition. Councillor Morgan informed members that it was his suggestion originally to hold the Front Garden competition and felt may be residents were nervous to enter their own gardens and this accounted for the disappointing response to the competition.

Mr Deakin stated it would be disappointing to not continue the competition after just 1 year. Councillor Gant endorsed these comments.

**Recommended:** That the Front Garden Competition will continue to be ran in 2020. A letter be written to the Horticultural Society confirming the competition will again, run in 2020.

#### **To note letter re state of pavements around Llantwit Major**

Committee members had previously been circulated with a letter dated 15<sup>th</sup> August 2019 from the Vale of Glamorgan Council re the state of the pavements around Llantwit Major. This was in response to a comprehensive report that had been produced by Mr Deakin regarding the poor pavement conditions around the town. Committee Members were disappointed with the Vale of Glamorgan Council response and particularly objected to the following statement: -

*'I cannot accept the uninformed and unprofessional conclusions made within the report that you have provided'*

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**Recommended:** That a letter be written to Michael Clogg and Mr Rob Thomas of the Vale of Glamorgan Council expressing our disappointment with the comments made within this letter.

**To discuss town signage requests at four sites in Llantwit Major**

Committee members had previously been circulated with an Agenda Brief and quotes for replacing/ repairing Road Signage around the town. The Deputy Town Clerk confirmed that the Vale of Glamorgan Council had confirmed that they have no budget available to replace the sign on the Beach Road by the Rosedew Farm entrance. The Deputy Town Clerk stated that for the Town Council to replace the sign it would cost around £2500.

Committee members also discussed the four Welcome to Llantwit Major Town signs positioned around the town. Councillor Dr Ellis stated he would like to see new signs which included twinning details, fair trade and dementia friendly status. Mrs March queried who owned the signs as she believed they were the ownership of the Vale of Glamorgan Council. Members noted the costings that had been investigated to clean and paint the signs (approximately £2000 to repair all 4 signs) and the cost of replacing the signs (quotes varied from £1000 to £2500 per sign). Councillor Powell suggested that as the signs were made of fibre glass asking a local fibre glass company advice on repairing/painting the four signs.

**Recommended:** That the Deputy Town Clerk further investigate the ownership of the four 'Welcome to Llantwit Major Town Signs 'and report back to a future meeting.

Further

**Recommended:** That the Deputy Town Clerk liaise with the local fibre glass company re repairing / painting fibre glass road signs.

**To discuss Finger post sign for Lorna Hughes Park**

Committee members had previously been circulated with Quotes for replacing Finger Post Sign in Lorna Hughes Park. Councillor Dr Dickson stated that he had raised this matter as he considered the signage to be poor to the railway station and to try to encourage people to use sustainable transport. Members note that the cost of replacement Finger Post signs ranged from £200 to £550. Members stated there was a sign already in Lorna Hughes Park showing the way to the Railway Station and would it be better to look at recycling / improving this sign rather than the cost of purchasing a brand-new Finger Post sign.

**Recommended:** That the Deputy Town Clerk look at recycling/improving the existing Finger Post sign in Lorna Hughes Park.

**To note UK Discrimination law re disabled parking**

Committee members had previously been circulated with a report detailing the UK Discrimination law re disabled Parking. The Deputy Town Clerk informed members that she had received no response to a letter sent to Filco Food Stores re painting disabled parking

spaces in the COOP Car Park. Mr Durrant stated it would be useful for the COOP Car Park to have disabled spots by the Eryl Surgery entrance as well as the entrance to the Precinct Shopping area.

**Recommended:** That a further letter be written to Mr Hunt (Filco Foods) asking him to consider painting disabled parking spaces in the COOP Car Park. Note the comments summarized in the UK Discrimination law which states:

*'There is a need to make reasonable provision for disabled motorists in terms of the number of spaces, position, policing the spaces and monitoring the use of those spaces to consider whether changes are required'.*

### **To note details of the Great British High Street Awards**

Committee Members had previously been circulated with details of the Great British High Street Awards. Mr Edwards stated that Llantwit Major should consider entering a category in this competition next year. He confirmed that Cowbridge had won a digital award this year. He stated that Llantwit Major had lots of areas they were undertaking which would be worth submitting an entry for, including Water Refill, Chamber of Trade, low vacancy rates. Mr Edwards stated there was a town centre personality test that could be undertaken which would provide Llantwit Major with details of suitable categories that the town could enter an award for.

**Recommended:** That the Deputy Town Clerk undertake the town centre personality test for the Great British High Street Awards and bring findings and timescales back to the next Town Study Steering Group Meeting.

### **Update on Llantwit Major becoming a Dementia Friendly Town**

Committee members had previously been circulated with the minutes of the Llantwit Major Dementia Friendly Steering Group Meeting held on the 26<sup>th</sup> July 2019. The Deputy Town Clerk informed members that the Dementia Friendly Team were looking at the future structure of the volunteer fundraising group, organising a stall at the Christmas Market to promote Dementia within the town, distributing further promotional material throughout the town and organising further training sessions for businesses. Noted.

### **To note minutes from Llantwit Major Christmas Committee**

Councillors had previously been circulated with minutes dated 19<sup>th</sup> and 20<sup>th</sup> July 2019 from Llantwit Major Christmas Committee. Ms Brown thanked the Committee for inviting her to attend Town Study Steering Group Meetings. She informed the meeting that warm white cluster light would be placed around the Town Square, along the Hight Street and in the centre of Boverton. New electrical boxes were to be installed on the outside of many of the buildings. Four Christmas trees were to be placed by the Hart Public House, the Swan Public House, near Greggs and in Boverton shopping area. Outside the Library the Comprehensive School are installing a recyclable Christmas Tree. There will be a small stage in the Town Hall

6.

Square Car Park, a Father Christmas, Carols and craft stalls in the Town Hall. The Christmas Lantern parade will start from outside the CF61 Building at 5.15pm on the 30<sup>th</sup> November 2019 with the Christmas Lights being switched on by a special VIP guest at 6pm by the Town Hall. Ms Brown said the Christmas Committee had been fundraising over the last few months and thanked the support of the town.

Mr B Evans addressed the meeting. He wished it noted that the minutes stated that various organisation / individuals had been trying to contact him re the Christmas Lights. He stated he had not had any missed calls.

Mr Evans confirmed that the Events Group had applied for a Grant from the Vale of Glamorgan Council back in November 2018. They applied for £750.00 and the Vale had kindly given the Events Group £1000 towards the Christmas Stall event on the precinct on the 30<sup>th</sup> November 2019.

Mr Evans also updated members on the agreement between the Events Group and the Vale of Glamorgan Council re the ownership of the Marquee, Stage and Stalls.

Mr Evans confirmed that on the 30<sup>th</sup> November 2019 the Events Group would be holding a Christmas Market on the precinct, street entertainment, children's entertainment, brass band, a fairground in the precinct as well as other events during the day. Mr Evans confirmed the market would run from 10am to 6pm.

Mr Evans vacated the Council Chamber.

**To note minutes from Fair Trade Meeting**

Committee Members had previously been circulated with the minutes of the Fair-Trade Meeting dated 24<sup>th</sup> September 2019. Councillor Dr Ellis stated he was keen to promote Fair Trade again in Llantwit Major. Noted.

**To discuss cinema evening in Town Council Buildings**

Councillor Dr Dickson asked committee members if they would consider looking at using Town Council buildings to put on cinema evenings. Members noted that the Library successfully put on cinema nights, although they have limited spaces. Members had concerns re costing and licenses required to show films in public buildings. Mr Edwards stated that in Barry they hold successful Open-Air Cinema nights and suggested the possibility of using the townhall car park for such an event.

**Recommended:** That the Deputy Town Clerk liaise with the Library re interest in using Llantonian Hall to hold Cinema evenings.

Further

**Recommended:** That Mr Edwards provide the Deputy Town Clerk with costings / information re holding Open Air Film evenings.

**To discuss Town Roundabouts maintenance and appearance**

Councillor Dr Dickson stated to members he had been approached by a local resident re the

roundabout by the new Persimmon Housing Development. The resident had asked whether the roundabout could be tidied up, made into a wildflower bed to improve the overall appearance of the area. Councillor Dr Dickson asked if the Roundabout be adopted /sponsored by a business or local organisation. Mrs March stated the high cost of maintaining a wildflower bed area. Mr Norman stated that pollinated packs can now be purchased which require very little maintenance. Members discussed asking Plant Llantwit if they would be interested in taking over the roundabout site.

**Recommended:** That a letter be written to Persimmon Homes asking if they have any plans to improve the Roundabout by the entrance to their new housing development.

Further

**Recommended:** If Permission Homes have no plans for the roundabout that the Vale of Glamorgan Council be asked the criteria re adopting roundabouts / access to roundabouts for planting and maintenance.

**To discuss Action Tracker detailing all projects undertaken and outstanding within the Town Study Steering Group**

Committee Members had previously been circulated with an Action Tracker detailing all projects undertaken and outstanding within the Town Study Steering Group.

Committee members noted their disappointment that there had been no response from the Vale of Glamorgan Council re the Llantwit Youth Councils litter report that was sent to them. Committee members discussed the way forward.

Councillor Dr Dickinson informed members that since another breach notice had been enforced on Persimmon Homes re the Heritage Gate Development the vehicles are again being washed prior to leaving the site and the road running alongside the development is being regularly cleaned.

Mrs March asked if a letter could be written to the Police Station requesting that they repaint and repair the exterior of their building. Members were informed that the Police were moving into the Emergency Services Centre on Llanmaes Road within the next few weeks.

Mr Edwards informed members that any business struggling with business rates should forward concerns to him and he will pass details onto the relevant Vale Council Department for consideration.

**Recommended:** That a further letter be written to the Vale of Glamorgan Council with a copy of the Youth Council Report for their attention and comments.

Further

**Recommended:** That an item be added onto the Full Town Council Agenda Council for consideration at the Community Liaison Committee Meeting. To request that the Vale of Glamorgan Council respond to correspondence sent to them but also provide meaningful responses to the queries raised.

**To further discuss Committee Members ideas for improving Llantwit Major Town and Community**

Councillor Dr Ellis informed Committee Members that there was a strategic plan in place to expand Neighbourhood watch membership throughout the Vale.

Councillor Dr Ellis also wished to see Llantwit Major undertake a Green energy project. He would like to see an electric car charging point for the town.

Councillor Dr Ellis stated he would like to see the town have more festivals. Jay Jones stated he was looking at organising a Harvest festival around the Cenotaph on behalf of the homeless charities. He was in discussions with Rev Canon Edwin Counsell regarding this proposal.

Mr Norman said he would like to see a Medieval Festival in the Town, which would coincide with the history of the towns Building's. Mr Norman to investigate a Medieval Festival and bring ideas back to the next Town Study Steering Group Meeting.

**Date of Next Meeting.**

The date of the next Town Study Steering Group Meeting is Tuesday 21<sup>st</sup> January 2020 at 7pm in the Council Chamber.