

31. ITEMS BROUGHT FORWARD
COMMUNITY CONSTABLE

To receive Community Constables report

PC Jamie Williamson introduced himself and Acting Inspector David Barclay and stated that since the last Meeting there had been 43 crimes of which 14 had been detected. He confirmed that 32 arrests had been made including a group of 15 to 18 year old youths which had caused a number of low level crime incidents within Llantwit Major. The youths had been arrested and bailed. Other criminal incidents included burglary, household thefts, damage to cars, theft of a vehicle and criminal damage.

Councillor John expressed concerns to PC Williamson and Acting Inspector Barclay regarding drug activities and verbal abuses by a group of youngsters that had been reported to him by residents of Llantwit Major. Acting Inspector Barclay explained to Councillors the criminal procedures that must be followed when dealing with youth offenders including the Gravity Factors Matrix program and new Bail procedures that came into force on the 1st April 2017.

Councillor Dr Ellis informed Councillors the importance of promoting further Neighbourhood Watch schemes around Llantwit Major. Acting Inspector Barclay endorsed this point and felt it was important to actively look at ways of extending the Neighbourhood Watch Scheme in the area.

RESOLVED: That an Agenda Brief be added to September's Full Town Council Meeting to look at ways to further promote the Neighbourhood Watch Scheme around Llantwit Major.

To note letter from Rt. Hon Alun Michael JP re Police Staffing Levels at Llantwit Major

Councillors and previously been circulated with a letter from the Rt. Hon Alun Michael JP, dated 30th May 2017 re Police Staffing Levels at Llantwit Major. Acting Inspector Barclay confirmed to Councillors that a new Sergeant, Mark Allen, had been appointed to Llantwit Major. Policing in the town will comprise of one Sergeant, one PC and two PCSO's. He confirmed that effective from the 9th January 2017 night time policing cover for Llantwit Major was covered by a Sergeant and Response Team based in Penarth. Acting Inspector Barclay stated that this should provide better continuity and police presence for the Town. Noted.

PC Jamie Williamson and Acting Inspector David Barclay vacated the Council Chamber.

32. MINUTES
Full Town Council meeting held 25th May 2017

The minutes of the Full Town Council meeting held on 25th May 2017, had previously been circulated to the Council members. Councillors noted the under Youth Council it should read 'PC Kevin Purnell' and not as previously stated 'PC Kevin Pernall'.

RESOLVED: That subject to the above amendments the Minutes of the Full Town Council Meeting held on 25th May 2017 be adopted and accepted as a true record.

Matters Arising

There were no matters arising.

Allotment Sub Committee Meeting held on 25th May 2017

The minutes of the Allotment Sub Committee Meeting held on 25th May 2017, had previously been circulated to the Council Members.

RESOLVED: That the minutes of the Allotment Sub Committee Meeting on 25th May 2017 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Planning Committee Meeting held on 6th June 2017

The minutes of the Planning Committee Meeting held on 6th June 2017, had previously been circulated to the Council members. Councillor Dr P Dickson stated that under Present it should read 'Dr P Dickson' and not as previously stated 'Mr P Dickson'.

RESOLVED: That subject to the above amendments the minutes of the Planning Committee meeting held on 6th June 2017 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

Small Sculpture Committee Meeting held on 7th June 2017

The minutes of the Small Sculpture Committee Meeting held on 7th June 2017, had previously been circulated to the Council members. Councillor Dr P Dickson stated that under Present it should read 'Dr P Dickson' and not as previously stated 'Mr P Dickson'.

RESOLVED: That subject to the above amendments the minutes of the Small Sculpture Committee Meeting held on 7th June 2017 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

Recreation & Buildings Committee Meeting held on 8th June 2017

The minutes of the Recreation & Buildings Committee Meeting held on 8th June 2017, had previously been circulated to the Council members. Councillor E Williams stated that under Recreation Field, to discuss moving of benches it should read 'external Contractors' and not a previously stated 'external Contractions'.

RESOLVED: That subject to the above amendments the minutes of the Recreations & Buildings Committee Meeting held on 8th June 2017 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 8th June 2017

The minutes of the Finance & Policy Meeting held on 8th June 2017, had previously been circulated to the Council members.

RESOLVED: That the minutes of the Recreations & Buildings Committee Meeting held on 8th June 2017 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Working Group Meeting held on 14th June 2017

The minutes of the Working Group Meeting held on 14th June 2017, had previously been circulated to the Council members.

RESOLVED: That the minutes of the Working Group Meeting held on 14th June 2017 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Sports Development Committee Meeting held on 16th June 2017 and subsequent informal meetings held on the 16th June 2017 and the 21st June 2017

The minutes of the Sports Development Committee Meeting held on 16th June 2017 and subsequent informal meetings held on the 16th June 2017 and the 21st June 2017, had previously been circulated to the Council members.

RESOLVED: That the minutes of the Sports Development Committee Meeting held on 16th June 2017 and subsequent informal meetings held on the 16th June 2017 and the 21st June 2017 be accepted as a true record and all recommendations be actioned by the Town Clerk.

33. 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.

34. TOWN MAYOR

Councillors had previously been circulated with a copy of the Town Mayors engagements undertaken for the period 1st June 2017 to 30th June 2017. Noted.

Questions to Town Mayor

There were no questions to the Town Mayor

35. COUNCIL MEETINGS

Meetings for the Month of July, 2017

Councillors had previously been circulated with a list of the Meetings for the Month of July 2017. The Town Clerk confirmed to Councillors that the Footpath Forum Meeting was to be held on Monday 3rd July 2017. The School Gardens Competition will be judged on the morning of the 3rd July 2017 and the Presentation Ceremony be held in the Town Hall on the 5th July 2017. The Town Clerk confirmed to Councillors that the Workshop on the Rights of the Child will be held on Thursday 13th July 2017. Noted.

36. **PROCEDURAL MATTERS**

Members Report

There were no member reports.

Action Tracker

Councillors had previously been circulated with an up to date Action Tracker. The Town Clerk informed Councillors that she had taken delivery of 10,000 copies of the Llantwit Major Town Guide Leaflet for distribution around the Town and Vale of Glamorgan.

To note receipt of resignation letter from Councillor G John as a Community Governor of Ysgol Dewi Sant and to appoint replacement representative

Councillors had previously been circulated with a resignation letter from Councillor G John as a Community Governor of Ysgol Dewi Sant, dated 6th June 2017. Councillor John stated that due to Vale of Glamorgan Council Meetings he was unable to attend many Ysgol Dewi Sant Governors Meetings as they fall on the same day and therefore felt he had no choice but to resign as Governor of the School. Councillors discussed appointing a replacement representative.

RESOLVED: That Councillor G Wilkie be put forward as the replacement representative to sit as a Governor of Ysgol Dewi Sant School.

To discuss letter from Llantwit Major Events Group regarding Council representation on Committee

Councillors had previously been circulated with a letter, dated 13th June 2017, from Llantwit Major Events Group regarding Council representation on the Committee.

RESOLVED: That Councillor Clark and Councillor Morgan liaise with Llantwit Major Events Group to set up a mutually convenient date to meet to meet and have an informal Meeting to discuss future Council representation on the Llantwit Major Events Group Committee.

To discuss possible Agenda Items for inclusion on Community Liaison Meeting

Councillors were reminded to inform the Town Clerk of any possible Agenda Items for inclusion on the Community Liaison Meeting.

RESOLVED: That future Community Liaison Agenda be placed on an Agenda of the Full Town Council Meeting for consideration.

To adopt proposed Terms of Reference for Sports Development Committee

Councillors had previously been circulated with the proposed Terms of Reference for the Sports Development Committee.

RESOLVED: That the Terms of Reference for the Sports Development Committee be adopted.

To adopt Llantwit Major Town Council Local Resolution Protocol

Councillors had previously been circulated with the Llantwit Major Town Council Local Resolution Protocol.

RESOLVED: That the Llantwit Major Town Council Local Resolution Protocol be adopted.

37. YOUTH COUNCIL**Youth Activity Progress**

There were no Youth Council representatives at the Meeting. Councillor G Thomas informed Councillors that he attended the last Llantwit Youth Council Meeting. Councillor Thomas confirmed the Youth Council discussed issues regarding recruiting new members and young people volunteering. The Youth Council met with three young people from the Boverton Ward about creating a new play area in Partridge Road which has an open space area owned by the MOD. Councillor Thomas confirmed they had the support of Jane Hutt AM who had written to the MOD regarding the open space and would ask for the support of Llantwit Major Town Council with reference to further progressing this matter. The Youth Council are looking to organise a Community meeting on the 1st September 2017 and will be inviting Boverton Ward Town Councillors to attend.

RESOLVED: That letters be written to the Welfare Officer, MOD St Athan and the Llantwit Youth Council expressing Llantwit Major Town Councils support of a play area in the open space area along Partridge Road.

Further

RESOLVED: That Councillor Dr Ellis write to Llantwit Youth Council requesting permission to give a short presentation to them on Bryn Illtud Trust.

To note minutes of the Llantwit Youth Council Meeting on Thursday 31st May 2017

Councillors had previously been circulated with the minutes of the Llantwit Youth Council Meeting held on Thursday 31st May 2017. Noted.

To note Llantwit Youth Council Annual Report April 2016 – March 2017

Councillors had previously been circulated with Llantwit Youth Council Annual Report April 2016 – March 2017. All Councillors agreed this was an excellent Report. Councillor Williams stated that Llantwit Youth Council had been used as an example of how Councils should be running Youth Councils at the recent PLANED's AGM and Community Council/Community Forum Conference held in Pembrokeshire. Noted.

To discuss date for next Youth Activities Meeting

Councillors discussed how to move forward with the Youth Activities Committee due to recent meetings being under represented due to short staffing and lack of new recruits.

RESOLVED: That an informal meeting be held in August 2017 with the Councils Youth Activities Forum Committee members and Ms Ve Van de Voorde, Youth Participation Officer for Vale of Glamorgan Council, to discuss the way forward for the Committee.

38. FINANCE**Bank Reconciliation for period 1st May 2017 to 31st May 2017**

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1st May 2017 to 31st May 2017. Noted.

Income for the period 19th May 2017 to 22nd June 2017

Councillors had previously been circulated with a copy of the Income for the period 19th May 2017 to 22nd June 2017. Noted.

Expenditure for the period 19th May 2017 to 22nd June 2017

Councillors had previously been circulated with a copy of the Expenditure for the period 19th May 2017 to 22nd June 2017. Noted.

Credit Card Statement for period 19th May 2017 to 22nd June 2017

Councillors had previously been circulated with a copy of the Credit Card Statement for the period 19th May 2017 to 22nd June 2017. Noted.

Llantwit Major Town Council Annual Return, Accounting Statements 2016/2017 & to receive report by Internal Auditor

Councillors had previously been circulated with the Llantwit Major Town Council Annual Return, Accounting Statements 2016/2017 & report by Internal Auditor. Noted.

39. 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 letter re Vale of Glamorgan Local Development Plan 2011 – 2026: Publication of the Inspectors Report (Regulation 24)

Councillors had previously been circulated with a letter, dated 9th June 2017, re Vale of Glamorgan Local Development Plan 2011 – 2026: Publication of the Inspectors Report (Regulation 24). Noted.

To discuss Planning Aid Wales Course on ‘How to respond effectively to Planning Applications’

Councillors had previously circulated with details of a Planning Aid Wales Course on ‘How to respond effectively to Planning Applications’. Councillor discussed the benefits of holding such a course in Llantwit Major and inviting neighbouring local Community Councils to attend and share the cost of the Course.

RESOLVED: That Llanmaes Community Council, St Donats Community Council and St Athan Community Council be invited to take part in the Planning Aid Wales Course. Offer each Community Council two places on the Course at a cost of £50.00 per Council.

40. CEMETERY

The following Burial matters were noted.

- 1) Burial of Cheryl Granelli C199 (new plot) on 29th June 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.

41. RECREATION AND OPEN SPACES**To note playground inspections 7th June 2017**

Councillors had previously been circulated with the Playground inspections held on 7th June 2017. Councillors noted that the newly installed Basket Swing had again been damaged due to vandalism and has had to be repaired.

RESOLVED: That if the Basket Swing condition further deteriorates the Swing will be removed from the Park. A subsequent report be placed in the Gem Newspaper stating that due to being vandalised the Basket Swing has had to be removed from the Play Area.

To discuss Annual Playarea Inspection

Councillors had previously been circulated with a copy of the Annual Play Area Inspection. Noted.

To discuss Application for permission to use Recreation Ground for Llantwit Major 10K On the 26th August 2017

Councillors had previously been circulated with an Application for permission to use the Recreation Ground for Llantwit Major 10K on the 26th August 2017.

RESOLVED: That permission be granted for the Recreation Ground to be used for the Llantwit Major 10K on the 26th August 2017.

42. CENOTAPH**To discuss quotation to repair and repoint the step area around the Cenotaph**

Councillors had previously been circulated with a Quotation to repair and repoint the step area around the Cenotaph.

RESOLVED: That the quotation from Nigel Matthews, Stone Mason be accepted to repair and repoint the step area around the Cenotaph at a cost of £1650.00. State that the work must be undertaken in September 2017 to allow adequate time for the stone to dry out during the Summer and prior to the Remembrance Service held in November 2017.

43. TOWN HALL**To discuss flying the Red Ensign Flag for Merchant Navy Day on 3rd September 2017**

Councillors had previously been circulated with a letter dated 26th May 2017 from Seafarers UK requesting that the Red Ensign Flag for Merchant Navy Day be flown on the 3rd September 2017.

RESOLVED: That permission be granted to fly the Red Ensign Flag for Merchant Navy Day on the 3rd September 2017.

44. OLD SCHOOL**To note termination of tenancy Compass Community Care Ltd**

Councillors had previously been circulated with a letter dated 22nd June 2017 from Compass Community Care Ltd detailing the termination of their tenancy agreement effective from the

3rd September 2017. Councillors discussed this matter further.

RESOLVED: That a decision on the future of the Compass Building be looked at once emptied and notice period complete. A site visit of the building take place during August.

45. WEST STREET POOL

To discuss letter received from a resident of West End, Llantwit Major re West Street Pool

Councillors had previously been circulated with a letter dated 3rd June 2017 from a resident of West End, Llantwit Major re West Street Pool. Noted.

46. LORNA HUGHES PARK

To discuss Agenda Brief re garden waste being dumped in Lorna Hughes Park

Councillors had previously been circulated with an Agenda Brief re garden waste being dumped in Lorna Hughes Park.

RESOLVED: That a letter be written to all residents backing onto Lorna Hughes Park requesting that they refrain from throwing their garden waste into Lorna Hughes Park. Include a copy of the Vale of Glamorgan Council garden refuse collection dates.

To discuss email re lighting for Lorna Hughes Park footpath

Councillors had previously been circulated with an email dated 16th May 2017 from Councillor Dr P Dickson detailing his concerns re the lack of lighting along the Lorna Hughes Footpath. Councillor Dr Dickson informed Councillors that this footpath was a sign posted route to the Railway Station and as unlit he considered it a safety risk for pedestrians and would like to see a Street Light placed in the Park.

RESOLVED: That quotes for a Street Light to be erected in Lorna Hughes Park be sought and be bought back to a future Full Town Council Meeting.

Further

RESOLVED: That the Vale of Glamorgan Council be approached to discuss the electrical supply for the proposed Street Light.

47. VALE OF GLAMORGAN COUNCIL

To discuss consultation on the Draft Active Travel Integrated Network Maps

Councillors had previously been circulated with a consultation on the draft Active Travel Integrated Network Maps. Councillors noted that on the 5th July 2017 there is an event being held in Llantonian Hall to review the Draft Active Travel Integrated Network Maps.

RESOLVED: That Councillor Dr Dickson and the Town Clerk attend the presentation on Active Travel Integrated Network Maps and bring a Report back to the July's Full Town Council Meeting.

To discuss letter re Llantwit Major Old Town Traffic Issues

Councillors had previously been circulated with a letter dated 24th May 2017 from the Vale of Glamorgan Council re Llantwit Major Old Town Traffic Issues.

RESOLVED: That the Letter be forward to the next Town Study Steering Group Meeting to be held on the 11th July 2017.

Further

RESOLVED: That the Town Hall Staff keep a record of any incidents in the Old Town caused by Heavy Goods Vehicles.

48. **ONE VOICE WALES**

To note Code of Conduct & New Councillor Induction Training Course

Councillors had previously been circulated with an email dated 20th June 2017 detailing the Code of Conduct and New Councillor Induction Training Courses. The Town Clerk informed Councillors that all Councillors will need to attend a Code of Conduct Training Course and it is anticipated the Vale of Glamorgan Council will run a workshop later in the year. Noted.

To note dates of One Voice Wales scheduled Training Courses

Councillors had previously been circulated with an email dated 22th June 2017 detailing the dates of the One Voice Wales scheduled Training Courses. Noted.

49. **MISCELLANEOUS**

To discuss correspondence received from Llantwit Major resident re concerns regarding Light Pollution, Hedgerows and litter around the Town.

Councillor G Thomas declared an Interest.

Councillors had previously been circulated with an email dated 2nd June 2017 detailing concerns from a Llantwit Major resident re light pollution, hedgerows and litter around the Town.

Councillors discussed the concerns of the Local resident.

RESOLVED: That a letter be written to the resident informing them of which organisations are responsible for the lighting, hedgerows and litter around the Town. The Town Council are undertaking a major Recreation Ground project at present and once this is completed will consider the hedges partly surrounding the Recreation Ground.

To discuss request from GCS and a Bridgend organisation to meet with Llantwit Major Town Council to discuss the WVICC Building

Councillor Mr G John, Councillor Mrs S Hanks and Councillor Mrs J Norman declared an Interest . Councillor J Norman vacated the Chair and Councillor Dr Ellis took the Chair.

Councillor Mr G John, Councillor Mrs S Hanks and Councillor Mrs J Norman vacated the Council Chamber.

Councillors had previously been circulated with an email dated 7th June 2017 from GVS and a Bridgend organisation to meet with Llantwit Major Town Council to discuss the WVICC Building.

RESOLVED: That permission is granted to invite the GCS and a Bridgend organisation to meet with the Town Council to discuss the WVICC Building.

Councillor Mr G John, Councillor Mrs S Hanks and Councillor Mrs J Norman re-entered the Council Chamber.

Councillor Dr Ellis vacated the Chair and Councillor Mrs J Norman took the Chair.

To discuss letter received from Aston Martin re the proposed development of the Northern Access Road.

Councillors had previously been circulated with a letter dated 9th May 2017 from Aston Martin re the proposed development of the Northern Access Road.

RESOLVED: That a meeting be held with Llanmaes Community Council and St Athan Community Council at 6pm on the 3rd July 2017 in the Old School to discuss the proposed development of the Northern Access Road. Councillor G John, Councillor G Morgan Councillor Mrs S Hanks and Councillor D Foster to attend the Meeting on behalf of Llantwit Major Town Council.

To discuss request from BM James Digging Services to be placed on the Tender list for Grounds Maintenance Contracts.

Councillors had previously been circulated with an email dated 15th June 2017 from BM James Digging Services requesting to be placed on the Tender list for Grounds Maintenance Contracts.

RESOLVED: That permission be granted for BM James Digging Services to be placed on the Tender List for Grounds Maintenance Contracts.

To discuss email received from Llantwit Major Comprehensive School re Community Project Work

Councillors had previously been circulated with an email dated 12th June 2017 from Llantwit Major Comprehensive School re Community Project Work.

RESOLVED: That as part of Community Project week the Town Council provide the paint and equipment for Llantwit Major Comprehensive School to paint the back wall of Llantwit Major Tennis Courts.

To discuss letter from local resident re saving the Red Heritage Phone Box and phone situated by the Cenotaph

Councillors had previously been circulated with a letter from a local resident re saving the Red Heritage Phone Box and phone situated by the Cenotaph. Councillors expressed their thanks to Elenid and George Carig, Publicans of the Old White Hart for bringing this to the attention of the Town Council. Councillor G John stated that the Cenotaph Phone Box was not on the BT list supplied early this year of Telephone Boxes to be removed from Llantwit Major. The Town Clerk confirmed she had been under discussion with BT and the Vale of Glamorgan Council re the proposed removal of the Box and hoped she had prevented this taking place. All Councillors agreed the Telephone Box was an important feature of the Cenotaph Square and should remain. Councillors discussed adopting the Box and placing a Defibrillator in the Phone Box.

RESOLVED: That the Town Clerk look into ways of adopting the Red Heritage Telephone Box.

Further

RESOLVED: To obtain costings on prices of Defibrillators and quotes for maintaining the phone and phone line in the Red Box. Costings be brought back to a future Full Town Council Meeting.

SIGNED
MAYOR

DATED