

PC Williamson informed Councillors that there had been further success and ongoing operations dealing with the drug issues within Llantwit Major. He also confirmed that there had been reports of anti-social behaviour in the town's precinct.

He confirmed that funding had been provided throughout the Vale to tackle knife crime and Councillors should expect to see a greater presence of Police on the streets during the evenings as a consequence of this additional funding.

PC Williamson confirmed that PCSO Rhiannon Cummings had assisted through the Vale Garden Project scheme to successfully help 8 vulnerable people within the town. He confirmed PCSO Cummings was also actively promoting the 'Happy to Chat' bench.

PC Williamson stated that the Llantwit Police would be moving into their new premises in the Emergency Services Centre along Llanmaes Road within the next few weeks,

PC Williamson vacated the Council Chamber.

440. **YOUTH COUNCIL**

Youth Activity Progress

Adley Curtis introduced himself to Councillors and confirmed he was the new Youth Leader for Llantwit Youth Council and was looking forward to working with both the Youth Council and Town Council in the future.

David Maughan informed Councillors that their September Meeting had a very successful turn out with two new members and elections for the Vice Chair role had been undertaken. Aimee Turrell was re-elected to the post of Vice Chair of Llantwit Youth Council. David stated that their prize of £100 the Youth Council had received for their Report on litter in Llantwit Major was going to be used to go out for a celebratory meal.

Councillor Dr D Ellis raised concerns re the amount of litter by the skate ramps in the Windmill Playing Fields. The Youth Council noted Councillor Dr Ellis concerns.

To note minutes of Llantwit Youth Council Meeting held on 25th July 2019

Councillors had previously been circulated with the minutes of the Llantwit Youth Council Meeting held on 25th July 2019. Noted.

To discuss any Agenda Items as highlighted by the Youth Council

The Youth Council had no Agenda Items they wished to discuss.

Councillor Mr R Gant thanked the Youth Council for attending the Meeting and they vacated the Council Chamber.

441. **MINUTES**

Full Town Council Meeting held 25th July 2019

The minutes of the Full Town Council meeting held on 25th July 2019, had previously been circulated to the Council Members

RESOLVED: That the Minutes of the Full Town Council Meeting held on 25th July 2019 be adopted and accepted as a true record.

Matters Arising

There were no matters arising.

Special Meeting held 8th August 2019

The minutes of the Special Meeting held on 8th August 2019, had previously been circulated to the Council Members

RESOLVED: That the Minutes of the Special Meeting held on 8th August 2019 be adopted and accepted as a true record.

Matters Arising

There were no matters arising.

Allotment Sub Committee Meeting held on 22nd July 2019

The minutes of the Allotment Sub Committee Meeting held on 22nd July 2019, had previously been circulated to the Council Members.

RESOLVED: That the minutes of the Allotment Sub Committee Meeting held on the 22nd July 2019 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 16th August 2019

The minutes of the Planning Committee Meeting held on 16th August 2019, had previously been circulated to the Council Members.

RESOLVED: That the minutes of the Planning Committee Meeting held on the 16th August 2019 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising

Remembrance Day Committee Meeting held on 4th September 2019

The minutes of the Remembrance Day Committee Meeting held on 4th September 2019, had previously been circulated to the Council Members.

RESOLVED: That the minutes of the Remembrance Day Committee Meeting held on the 4th September 2019 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 4th September 2019

The minutes of the Planning Committee Meeting held on 4th September 2019, had previously been circulated to the Council Members.

RESOLVED: That the minutes of the Planning Committee Meeting held on the 4th September 2019 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising

Allotment Sub Committee Meeting held on 5th September 2019

The minutes of the Allotment Sub Committee Meeting held on 5th September 2019, had previously been circulated to the Council Members.

RESOLVED: That the minutes of the Allotment Sub Committee Meeting held on the 5th September 2019 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 17th September 2019

The minutes of the Planning Committee Meeting held on 17th September 2019, had previously been circulated to the Council Members.

RESOLVED: That the minutes of the Planning Committee Meeting held on the 17th September 2019 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising

442. SIGNING OF MINUTES

Signing of Minutes of Previous Meeting

Councillors noted that the Town Mayor would sign the Minutes at the end of the meeting.

443. TOWN MAYOR

Town Mayor report of events attended 27th July 2019 to 30th September 2019

Councillors had previously been circulated with a copy of events attended by the Town Mayor between 27th July 2019 and 30th September 2019. Noted.

Deputy Town Mayor report of events attended 27th July 2019 to 30th September 2019

Councillors had previously been circulated with a copy of events attended by the Deputy Town Mayor between 27th July 2019 and 30th September 2019. Noted.

Questions to the Town Mayor

There were no questions to the Town Mayor.

444. **COUNCIL MEETINGS**

Meetings for the Month of October 2019

Councillors had previously been circulated with a list of the Meetings for the Month of October 2019. The Town Clerk informed Councillors a Five Year Plan Meeting will need to be scheduled for the month of October. Noted.

To discuss meeting with Chair of Cardiff and Vale University Health Board

Councillors had previously been circulated with an email dated 14th August 2019 re confirming the Chair of the Cardiff and Vale University Health Board attending a Meeting to discuss issues re health care with the town. Noted.

445. **PROCEDURAL MATTERS**

Members Report

There were no Members Reports.

Action Tracker

Councillors had previously been circulated with an up to date Action Tracker.

Councillor Mrs S Hanks asked for an update re snagging concerns with the tennis courts new surface. The Town Clerk informed Councillors that a Site Visit was planned for the 9th October 2019 where all relevant parties would meet to discuss the way forward with the snagging issues on the courts.

Councillor Dr D Ellis queried why the Sculpture had still not be installed on the Recreation Field. The Town Clerk confirmed an email had been received from Alun Griffiths Ltd stating installation of the Sculpture would take place next week and the company apologised for the delay.

The Town Clerk confirmed to Councillors that final payment from the Welsh Government for the Sports Development Project had now been received. Noted.

To discuss Agenda Brief re additional meeting with Rights of Way Officer regarding Mill Road

Councillors had previously been circulated with an Agenda Brief re additional meeting with Rights of Way Officer regarding Mill Road. Councillor Powell informed Councillors that the Administrative Assistant had found an old ordinance survey map which potentially details a right of way throughout Mill Road.

RESOLVED: That permission be granted for a Meeting to be arranged with Gwyn Teague, Right Of Way Officer for Vale of Glamorgan Council, prior to the next Footpath Forum Meeting.

To discuss Agenda Brief re VE Day

Councillors had previously been circulated with an Agenda Brief re VE Day celebrations. Councillors discussed re-establishing the Nations Tribute Committee to plan VE Day Celebration for 2020.

RESOLVED: That the Nations Tribute Committee be reinstated to look at the VE Day Celebrations for 2020. A Meeting to be arranged and the following 7 Councillors were elected to sit on the Committee:
Councillor R Gant, Councillor Dr D Ellis, Councillor G Morgan, Councillor G Thomas, Councillor Dr P Dickson, Councillor Mrs J Norman, Councillor Mrs G Hughes

446. PERSONNEL**To discuss Uniform for Llantwit Major Council Staff**

Councillors had previously been circulated with details of an Agenda Brief for new uniforms and badges for Town Hall staff.

RESOLVED: That a budget of £400 be given to purchase new uniforms for the Town Hall Staff.

447. FINANCE**Bank Reconciliation for period 1st July 2019 to 31st July 2019**

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

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

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

Income for the period 10th July 2019 to 18th September 2019

Councillors had previously been circulated with a copy of the Income for the period 10th July 2019 to 18th September 2019. Noted.

Expenditure for the period 10th July 2019 to 18th September 2019

Councillors had previously been circulated with a copy of the Expenditure for the period 10th July 2019 to 18th September 2019. Noted.

To discuss purchasing Tide Tables for 2020

Councillors had previously been circulated with a letter re purchasing Tide Table for 2020. Councillors discussed the quantity of tide tables to print and charging 25p for each copy purchased.

RESOLVED: That 150 Tide Tables be purchased from 'The Tidal Press' at a cost of 25p each. All people wanting a 2020 Tide Tables will be charged 25p per copy.

To note letter and comments from Auditor General for Wales, Audit Certificate and report for the year ended 31st March 2019

Councillors had previously been circulated with the Auditor General for Wales, Audit Certificate and report for the year ended 31st March 2019. Noted.

448. 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 public consultation on Supplementary Planning Guidance

Councillors had previously been circulated with an email dated 19th August 2019 detailing the public consultation on Supplementary Planning Guidance. Noted.

449. CEMETERY

The following Burial matters were noted.

- 1) Burial of Valarie Rosina Symmonds (re-open) 56B on 29th July 2019
- 2) Scattering of ashes Mr Kenneth North on 23rd August 2019
- 3) Scattering of ashes Mrs Joan North on 23rd August 2019
- 4) Burial of Robert Harrald (re-open) 156F on 29th August 2019
- 5) Burial of cremated remains Catherine Jones (re open) A55 on 19th September 2019

450. RECREATION AND OPEN SPACES**To discuss Playground Monthly Inspection Report dated 4th July 2019**

Councillors had previously been circulated with the Playground Monthly Inspection Report dated 6th July 2019. Noted.

To discuss Playground Monthly Inspection Report dated 8th August 2019

Councillors had previously been circulated with the Playground Monthly Inspection Report dated 8th August 2019. Noted.

To discuss Playground Monthly Inspection Report dated 10th September 2019

Councillors had previously been circulated with the Playground Monthly Inspection Report dated 10th September 2019. Noted.

To discuss report of an informal meeting on the 6th August 2019 between Town Council and Plant Llantwit

Councillors had previously been circulated with a report of an informal meeting on the 6th August 2019 between Town Council and Plant Llantwit. Councillor Powell stated it was a very informative meeting and a site visit was planned at Seaview Park in October to further discuss possible planting suggestions. The Allotment Sites overgrown hedgerow would also be considered at this meeting.

To note site visit with Fosse Contractors Ltd and Cemex at Llantwit Major Tennis Courts

Councillors had previously been circulated with reports with Fosse Contractors Ltd and Cemex re the surface of Llantwit Major Tennis Courts. Noted.

451. LORNA HUGHES PARK**To discuss Agenda Brief re wheelchair and scooter access to Lorna Hughes Park**

Councillor G John declared an interest.

Councillors had previously been circulated with an Agenda Brief re wheelchair and scooter access to Lorna Hughes Park. It was confirmed to Councillors that Mrs J Dovey from the Vale of Glamorgan Council had visited the site and had taken detailed photographs and measurements and she had confirmed that the gates/barriers did comply with DDA Specifications. Mrs Dovey had stated she was happy to meet with Councillors and the concerned resident at the site to further discuss the matter.

RESOLVED: That a site visit be arranged with Mrs J Dovey, Councillor J Evans, Councillor D Powell and the resident to discuss wheelchair and scooter access, at the entrance to Lorna Hughes Park.

452. TOWN HALL

To discuss Agenda Brief and Quotation re Town Hall guttering

Councillors had previously been circulated with an Agenda Brief and Quotations for installing scaffolding and replacing the guttering around the Town Hall. Councillors queried the variation in the breakdown of costs re scaffolding and installing the guttering between companies.

RESOLVED: That further tenders be sent to companies. The Tender letter to include both detailed breakdown figures for erection of scaffolding and manpower for placing guttering around the Town Hall. Costings be brought back to a future Town Council Meeting.

453. VALE OF GLAMORGAN COUNCIL

To discuss email from Environment and Housing Services re attending a Town Council Meeting re rural housing in the area

Councillors had previously been circulated with an email dated 11th September 2019 from the Environment and Housing Services asking if they could attend a Town Council Meeting to discuss rural housing in the area and how in the future, we could work together, to satisfy local housing needs.

RESOLVED: That the Environment and Housing Services be invited to attend a future Meeting of the Town Council.

To note the B4264 (part) 40mph, new Northern Access Road 40mph (part), Eglwys Brewis Road 30mph speed restriction and revocation order 2019

Councillor had previously been circulated with a letter dated 2nd September 2019 detailing the B4264 (part) 40mph, new Northern Access Road 40mph (part), Eglwys Brewis Road 30mph speed restriction and revocation order 2019. Councillor John stated the Northern Access road had opened on the 30th September 2019 and noted the difficulties in enforcing these speed restrictions.

To further discuss email re the Draft Town and Community Councils Charter

Councillors had previously been circulated with an email and documentation dated 29th August 2019 re the Draft Town and Community Charter. Councillor Thomas gave a verbal report with regards the recent Charter Working Group he had attended.

RESOLVED: That the Town Clerk request the latest Draft Copy of the Town and Community Councils Charter. Copies to be then forwarded to all Town Councillors.

Verbal update re Car Parking and Public Toilets

Councillor Foster gave a verbal update to Councillors on car parking and public toilets in Llantwit Major.

454. ONE VOICE WALES

To discuss email re One Voice Conference and AGM on Saturday 5th October 2019

Councillors had previously been circulated with an email dated 30th August 2019 re the One Voice Conference and AGM on Saturday 5th October 2019 at the Bont Pavilion in Pontrhydfendigaid.

RESOLVED: That no Councillors will attend the One Voice Conference and AGM on Saturday 5th October 2019.

455. **WELSH GOVERNMENT**

To discuss Environment Wales Act 2016 Section 6 to comply with the duty to maintain and enhance Biodiversity within their current work areas

Councillors had previously been circulated with an email and documentation dated 6th September 2019 detailing the Environment Wales Act 2016 Section 6 to comply with the duty to maintain and enhance Biodiversity within their current work areas. Councillors discussed how Llantwit Major Town could endorse and record how they enhance biodiversity within their community.

RESOLVED: That the Town Councils will record in the Annual Report all ways in which they enhance biodiversity and comply with the Environment Wales Act 2016 Section 6.

456. **MISCELLANEOUS**

To note thank you letter from LM10K Committee

Councillors had previously been circulated with a letter dated 28th August 2019 thanking the Town Council for all their support at the 2019 LM10K event. Noted.

To discuss email re coverage of Llantwit Major events in Gem newspaper

Councillors had previously been circulated with an email dated 12th September 2019 re coverage of Llantwit Major events in Gem newspaper expressing the disappointment with the lack of coverage of Llantwit Major events in the Gem newspaper (e.g. Techniquet visit, Llantwit Major Library, LM10K Event, Filco Food Stores donating £2500 to local charities, Party on the Pitch weekend on the Recreation Field).

RESOLVED: That a letter be written by Councillor R Gant to the GEM newspaper expressing the Town Councils disappointment at the lack of coverage of Llantwit Major events in the Cowbridge/Llantwit Major Gem local newspaper.

To discuss email from Llantwit Major & Coastal Medical Practice Business Partner re attending meeting to discuss GP services in the town

Councillors had previously been circulated with an email and documentation dated 16th September 2019 from Llantwit Major & Coastal Medical Practice Business Partner re attending meeting to discuss GP services in the town. Councillors discussed who should be invited to attend a meeting and what presentation /questions the Town Council would like discussed.

RESOLVED: That Emma Procter (Business Partner, Llantwit Major and Coastal Vale Medical Practice) and Rhian Floyd (Practice Manager Llantwit Clinic) be invited to a Special Full Town Council Meeting to discuss the Town Council concerns re vacancies, appointments and planning for increase in population.

457. **PART II**

The public and press may be excluded from the meeting during consideration of the items in accordance with Public Bodies (Admissions To Meetings) Act 1960 (2).

Personnel

Verbal update re staffing levels

Councillors received a verbal update from the Town Clerk re the implementation of a new Timetable for specific staffing duties.

RESOLVED: The Town Clerk will review the implemented programmed in 3 months and bring findings back to a future Town Council Meeting.

SIGNED
MAYOR

DATED