

Minutes of the Meeting of Llantwit Major Town Council held on Thursday 27th February 2020 at 7.05pm in the Council Chamber, Old School, Llantwit Major

PRESENT;	Chairman –	Councillor Mr R Gant	- Town Mayor
	Councillors	Mr D Foster)
		Mr E Williams)
		Dr D Ellis) NORTH WARD
		Mrs J Norman)
		Mr G Morgan)
		Mr G Wilkie) SOUTH EAST WARD
		Mr G Thomas)
		Mr D Powell) WEST WARD
		Mr G John)
		Mr J Evans)
		Mrs S Hanks) BOVERTON WARD
		Mrs G Hughes)

David Maughan – Llantwit Youth Council

PCSO Rhiannon Cummings

Apologies received from
Councillor Dr P Dickson – Family Commitment

Declaration of Interest forms were received from;
Pursuant to the requirements of this Councils Code of Conduct, Councillor Dr D Ellis declared an interest under Finance, Item 6e, to discuss Application for Grant Aid from St Illtuds Church Flower Group.

Pursuant to the requirements of this Councils Code of Conduct, Councillor G Hughes declared an interest under Finance, Item 6e, to discuss Application for Grant Aid from St Illtuds Church Flower Group. Dispensation had been received.

Pursuant to the requirements of this Councils Code of Conduct, Councillor D Powell declared an interest under Finance, Item 6f, to discuss Application for Grant Aid from 1st Llantwit Major Rainbows.

Pursuant to the requirements of this Councils Code of Conduct, Councillor E Williams declared a prejudicial interest under Finance, Item 6e, to discuss Application for Grant Aid from St Illtuds Church Flower Group. Councillor Williams declared a non-prejudicial interest under Vale of Glamorgan Council, Item 1, Reshaping Services Project. Councillor Williams declared a non-prejudicial interest under Development, Item 2, Gypsy and Traveller Site.

Pursuant to the requirements of this Councils Code of Conduct, Councillor Mrs J Norman declared an interest under Vale of Glamorgan Council, Item 1, Reshaping Services Project.

Pursuant to the requirements of this Councils Code of Conduct, Councillor Mrs S Hanks declared an interest under Vale of Glamorgan Council, Item 1, Reshaping Services Project.

Pursuant to the requirements of this Councils Code of Conduct, Councillor G John declared an interest under Vale of Glamorgan Council, Item 1, Reshaping Services Project. Dispensation to speak and vote.

Councillor Gant asked permission to bring forward Agenda Community Constable Item 1 To receive Community Constables Report and Youth Council Item 1 Youth Activity Progress.

**520. ITEMS BROUGHT FORWARD
COMMUNITY CONSTABLE**

To receive Community Constables report

PCSO Cummings passed on PC Williamson apologies. It was reported that during the month of January there had been 36 crimes recorded, these included 2 commercial burglary, 8 criminal damage, there was no pattern. The provisional figures for February were 25 crimes recorded, 7 criminal damage and several anti-social behaviour issues with the same group of youths. This group is being investigated further and more action will follow.

Today a community mapping event had taken place, were the Llantwit Major garden project was discussed. This year Ysgol y Ddraig primary school are going to be involved and visit Crawshay Court and work part of the garden.

Safer Vale Partnership has agreed to cover the cost for more professional signs to be made to go on the Happy to Chat benches in the area.

Councillor Dr Ellis reported that unfortunately he had witnessed a nasty road traffic accident on Llandow straight, and he was extremely disappointed that it had taken numerous 101 calls and over an hour for a police officer to attend the scene, and he had come from Margam. There is concern over the lack of police in the area. Councillor John added that the Vale of Glamorgan Council are looking at the speed limit and road signs along this straight.

Councillor John stated that from 1st April a camera van will be back in the Vale of Glamorgan targeting those parking illegally.

PSCO Cummings was thanked for attending the meeting and vacated the Council Chamber

Councillor Wilkie entered the Council Chamber and apologised for his lateness.

**521. YOUTH COUNCIL
Youth Activity Progress**

David Maughan updated Councillors that a trail programme is going to be held at Youth Club nights on a Monday with regards Period Poverty, this follows a lack of cooperation from the comprehensive school. Councillor Mrs Norman queried why the school were not cooperating. David reported that they were concerned people would abuse the system and had considered issuing tokens to use a machine but didn't think this would work either. As the Youth Council had a budget of £500 to investigate Period Poverty, they were going to use it for this trail programme. Councillor Mrs Norman agreed to take this back to the Vale of Glamorgan Council and seek answers why Llantwit Major is the only school not participating.

Councillor Gant thanked the Youth Council for agreeing to assist on VE Day celebrations. The Youth Council vacated the Council Chamber.

**522. MINUTES
Full Town Council Meeting held 30th January 2020**

311.

The minutes of the Full Town Council meeting held on 30th January 2020, had previously been circulated to the Council Members. Councillor John reported that on page 304, Members Announcements, Marcus Goldsworthy was missing from the list of Vale Officers.

RESOLVED: That subject to the above amendment the Minutes of the Full Town Council Meeting held on 30th January 2020 be adopted and accepted as a true record.

Matters Arising

There were no matters arising.

Town Study Steering Group Meeting held on 21st January 2020

The minutes of the Town Study Steering Group meeting held on 21st January 2020, had previously been circulated to the Council Members. It was noted that on a couple of occasions the year 2020 was put instead of 2019.

RESOLVED: That subject to the above amendments the minutes of the Town Study Steering Group Meeting held on the 21st January 2020, 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 24th January 2020

The minutes of the Planning Committee Meeting held on 24th January 2020, had previously been circulated to the Council Members.

RESOLVED: That the minutes of the Planning Committee Meeting held on the 24th January 2020 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising

VE Day Celebrations Committee Meeting held on 28th January 2020

The minutes of the VE Day Celebrations Committee Meeting held on 28th January 2020, had previously been circulated to the Council Members.

RESOLVED: That the minutes of the VE Day Celebrations Committee Meeting held on 28th January 2020, be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising

School Garden Competition meeting held on 23rd January 2020

The minutes of the School Garden Competition Meeting held on 23rd January 2020, had previously been circulated to the Council Members.

RESOLVED: That the minutes of the School Garden Competition Meeting held on the 23rd January 2020 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 6th February 2020

The minutes of the Planning Committee Meeting held on 6th February 2020, had previously been circulated to the Council Members.

RESOLVED: That the minutes of the Planning Committee Meeting held on the 6th February 2020 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising

Fair Trade Forum Meeting held on 13th February 2020

The minutes of the Fair-Trade Forum Meeting held on 13th February 2020, had previously been circulated to the Council Members.

RESOLVED: That the minutes of the Fair-Trade Forum Meeting held on the 13th February 2020 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising

523. 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.

524. TOWN MAYOR

Town Mayor report of events attended 1st February 2020 to 29th February 2020

Councillors had previously been circulated with a copy of events attended by the Town Mayor between 1st February 2020 and 29th February 2020. Noted.

Questions to the Town Mayor

There were no questions to the Town Mayor.

525. YOUTH COUNCIL

To discuss Agenda Items as highlighted by the Youth Council

There were no Agenda Items for discussion by the Youth Council.

526. COUNCIL MEETINGS

Meetings for the Month of March 2020

Councillors had previously been circulated with a list of the Meetings for the Month of March 2020. Noted.

527. PROCEDURAL MATTERS

Members Announcements

Local Housing Strategy Planning

Councillor Dr Dickson had produced a written report from the meeting he had attended on behalf of the Town Council. This had previously been circulated to Council members. Noted.

313.

Councillor Dr Ellis reported that he and Councillor Gant had recently met with Matthew Coffin from Age Connect, to follow on from the informal meeting the Town Council had held with him. He confirmed that interviews would be taking place in the coming weeks to appoint a coordinator for the western Vale with the hope they will be in position end of March/early April. There had been 14 responses to the push for volunteers, they will continue to advertise. It was suggested

that a database be put together of all the clubs/groups/provisions for the elderly in the area. Councillor Dr Ellis confirmed he was prepared to do this. Another meeting was scheduled for 3rd May. A written report of the last meeting will be prepared and come to the next Full Town Council meeting.

Action Tracker

Councillors had previously been circulated with an up to date Action Tracker. The Town Clerk reported that since the Action Tracker had been produced discussions have started with regards Mayfar taking over their lighting column.

Councillors queried if there had been any further response from the Vale of Glamorgan Council re the transfer of ownership of Stradling Park. The Town Clerk confirmed no further correspondence had been received. Councillor Williams stated he would investigate this.

To adopt Fairtrade Resolution

Councillors had previously been circulated with a copy of a proposed Fairtrade Resolution to reinstate Llantwit Major Fairtrade Status.

RESOLVED: Llantwit Major Town Council resolves to research, develop, and support a strategy to facilitate the promotion and purchase of foods with the FAIRTRADE Mark as part of its commitment to reinstate and maintain its Fair Trade Status, as detailed in the 'The Fairtrade Town Action Guide', thus pursuing sustainable development and giving marginalised producers a fair deal.

To discuss Agenda Brief re Bank Holiday Weekend 8th to 10th May 2020

Councillors had previously been circulated with an agenda brief regarding the additional hours the Town Council staff will be required to work over the Bank Holiday weekend to cover the VE Day celebrations taking place.

RESOLVED: That the Town Council office be closed on Monday 11th May.

528. FINANCE

Bank Reconciliation for period 1st January 2020 to 31st January 2020

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1st January 2020 to 31st January 2020. Noted.

Income for the period 18th January 2020 to 20th February 2020

Councillors had previously been circulated with a copy of the Income for the period 18th January 2020 to 20th February 2020. Noted.

Expenditure for the period 18th January 2020 to 20th February 2020

Councillors had previously been circulated with a copy of the Expenditure for the period 18th January 2020 to 20th February 2020. Noted.

314.

To discuss Consultation on Future Audit Arrangements for Community Councils in Wales 2020-2021 onwards

Councillors had previously been circulated with a copy of the Consultation on Future Audit Arrangements for Community Councils in Wales 2020-2021 onwards.

RESOLVED: The Chair of Finance and Town Clerk produce a response to the questions raised in the Consultation document on behalf of the Town Council.

To discuss One Voice Wales membership for 2020/21

Councillors had previously been circulated with a letter and information received on 11th February 2020 from One Voice Wales, with regards the renewal of the Town Council membership.

RESOLVED: The Town Council does not renew its membership of One Voice Wales as it is felt that the fee of £1438 was unfair when smaller Councils, without a 'qualified' Clerk, would pay a substantial lower amount, but possibly use the services far more than we do. It was also noted that the Town Council had not taken any advice or contacted One Voice Wales over the last 12 months.

To discuss Grant Aid Applications 2019/2020

Councillor Williams declared an interest and vacated the Council Chamber.

Councillors had previously been circulated with copies of Grant Aid Applications submitted for Financial Year 2019/2020.

a) Bobath Children's Therapy Centre

Brief discussion followed and it was;

RESOLVED: That no donation be made this year.

b) Llantwit Major Karate Jutsu Kai

Brief discussion followed and it was;

RESOLVED: No donation be made this year as the club was not established and no balance sheet was available. It be suggested that the club look at applying to Bryn Illtud Trust, the Vale of Glamorgan Mayor Charity Fund and Sports Wales. Should the club have a balance sheet available next year the be encouraged to apply again.

c) Parkinson's

Brief discussion followed and it was;

RESOLVED: That no donation be made to the local Parkinsons UK, but a reduction on the hiring fee for Llantonian Hall be offered.

d) Shelter Cymru

Brief discussion followed and it was;

RESOLVED: That no donation be made this year.

e) St Illtuds Church Flower Group

Councillor Dr Ellis, Councillor Mrs Hughes and Councillor Williams declared an interest.

Brief discussion followed and it was;

315.

RESOLVED: That in pursuance of the power conferred by Section 137 of the Local Government Act 1972 (as amended) and being of the opinion that the expenditure satisfied the requirements of that section, the Town Council approves the payment of the sum of £200.00 to St Illtuds Church Flower Group.

f) 1st Llantwit Major Rainbows

Councillor D Powell declared an interest.

Brief discussion followed and it was;

RESOLVED: That in pursuance of the power conferred by Section 137 of the Local Government Act 1972 (as amended) and being of the opinion that the expenditure satisfied the requirements of that section, the Town Council approves the proposal put forward by Llantwit Major Rainbows.

g) Grant Aid Application from 2nd Llantwit Major Boys Brigade

Brief discussion followed and it was;

RESOLVED: That in pursuance of the power conferred by Section 137 of the Local Government Act 1972 (as amended) and being of the opinion that the expenditure satisfied the requirements of that section, the Town Council approves the payment of the sum of £100.00 to 2nd Llantwit Major Boys Brigade.

h) Grant Aid Application from 1st Llantwit Major Scouts Group

Brief discussion followed and it was;

RESOLVED: That in pursuance of the power conferred by Section 137 of the Local Government Act 1972 (as amended) and being of the opinion that the expenditure satisfied the requirements of that section, the Town Council approves the payment of the sum of £150.00 to 1st Llantwit Major Scouts Group.

Councillor Williams returned to the Council Chamber.

To discuss Grant Aid Application from Llanilltud Fawr in Flower

Brief discussion followed and it was;

RESOLVED: That in pursuance of the power conferred by Section 137 of the Local Government Act 1972 (as amended) and being of the opinion that the expenditure satisfied the requirements of that section, the Town Council approves the payment of the sum of £450.00 to Llanilltud Fawr in Flower.

To discuss Grant Application received from Llantwit Major Christmas Committee

Councillors had previously been circulated with a Grant Application from Llantwit Major Christmas Committee for financial year 2020/21

RESOLVED: That in pursuance of the power conferred by Section 137 of the Local Government Act 1972 (as amended) and being of the opinion that the expenditure satisfied the requirements of that section, the Town Council approves the payment of the sum of £1000.00 to Llantwit Major Christmas Committee.

316.

To discuss the Independent Remuneration Panel for Wales – Annual Report 2020/21

Councillors had previously been circulated with a report dated February 2020 detailing the Independent Remuneration Panel for Wales – Annual Report 2020/2021. Councillors discussed payments to members of Community and Town Councils.

RESOLVED: With regards the mandatory Determination 42, Payment to member of a maximum amount of £150 – **Accepted**. Councillors noted that should a member not wish to receive payment a letter must be sent to the Town Clerk declining payment.

With regards mandatory Determination 43, Payment to member in recognition of specific responsibility not exceeding £500 – **Accepted**. Accepted Chair of Recreation & Buildings and the Chair of Finance & Policy. It was noted that this payment could be declined by either Chair subject to a letter being sent to the Town Clerk.

With regards Determination 45, Payment to member in respect of travel costs – **Accepted** subject to attending meeting/function outside of area as requested by Town Council.

With regards Determination 48, All community and town councils must provide for the reimbursement of necessary costs for the care of dependent children and adults (provided by informal or formal carers) and for personal assistance needs up to a maximum of £403 per month. **Accepted**.

529. 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 Gypsy and Traveller Site (Call for Candidate Sites)

Councillor Williams declared an interest.

Councillors had previously been circulated with an email dated 17th February 2020, regarding a Call for candidate sites in order to provide for a gypsy and traveller site within the county. The Adopted Vale of Glamorgan Local Development Plan 2011 – 2026 includes a commitment in the approved Monitoring Framework to identify a suitable site for gypsies and travellers to accommodate the need identified in the Council's Gypsy and Traveller Accommodation Assessment 2016.

RESOLVED: That the Town Council do not submit a form as they are unaware of any suitable sites within its boundary.

530. CEMETERY

The following Burial matters were noted.

- 1) Burial of Margaret Morgan (reopen) C205 on 10th February 2020
- 2) Burial of cremated remains Densil Thomas Flanders (reopen) Hm(1) on 17th February 2020

317.

531. RECREATION AND OPEN SPACES

To discuss Agenda Brief re area outside Llantwit Major Rugby Football Club

Councillors had previously been circulated with an Agenda Brief, photographs and copy of letter sent to Llantwit Major Rugby Football Club in relation to a resolution passed by the Finance and Policy committee at its meeting held 14th January 2020, regarding the tenders and contribution towards reinstating the grass area outside the clubhouse.

RESOLVED: The Town Clerk liaise with a local landscape company to look at turfing the whole area.

Further

RESOLVED: A letter be sent to the local contractor who had tendered for the previous works stating that alternative solutions were now being sought.

To discuss letter from Llantwit Major Bowls Club re replacement windows and doors in the Bowls Pavilion

Councillors had previously been circulated with a letter dated 3rd February 2020, received from Llantwit Major Bowls Club seeking permission to replace the windows and doors in the old pavilion, and a proposed list of future projects to be undertaken by the club.

RESOLVED: That permission be given for the Bowls Club to proceed with the replacement of windows and doors, and that the future projects be discussed at the preseason meeting with the Bowls Club committee.

To discuss Open Spaces Application Form for Running Event starting at Seaview Park

Councillor Gant informed Councillors that this item was to be removed from the agenda as a subsequent email had been received withdrawing this application.

To discuss email from Plant Llantwit re planting saplings in Seaview Park

Councillors had previously been circulated with an email dated 15th February 2020, from Plant Llantwit stating that delivery of the saplings for the new hedge in Seaview park had been received from the Woodland Trust. A proposed planting date of Sunday 15th March is being planned and letters will be sent out to the surrounding properties over the next week. Noted.

532. OLD SCHOOL

To discuss Agenda Brief re potential hirer for Headmaster Office

Councillors had previously been circulated with a copy of an agenda brief regarding a potential hirer for the old Headmaster Office within the Old School. The agenda brief outlined how access would work, operating hours and proposed hiring fee.

RESOLVED: That permission be given for the Town Clerk to continue negotiations with the proposed hirer and the fee put forward be accepted.

To discuss Agenda Brief re Oil Tank

Councillors had previously been circulated with a copy of an agenda brief regarding the need to replace an oil tank at the Old School due to discovery of a small break in the seal. Retrospective permission was sought to order and pay for a new oil tank. Works to replace the tank would not take place until the summer holidays to ensure heating is maintained within the main building and compliance with OFTEC regulations.

RESOLVED: That retrospective permission be given for the Town Clerk to order and pay for a new oil tank, liaise with the heating engineer to install and comply with current OFTEC regulations. The Town Clerk keep Councillors up to date on the works.

318.

533. VALE OF GLAMORGAN COUNCIL

For information re Vale Re-Shaping Services Project

Councillor Williams, Councillor Mrs Hanks, Councillor Mrs Norman and Councillor John declared an interest.

Councillors had previously been circulated with an email dated 12th February 2020, received from the Wales Audit Office regarding a piece of work on the Vale of Glamorgan Council's Reshaping Services programme and their wish to speak to the Town Clerk about the ways in which the Council has or has not involved them in its Reshaping Services programme. The Town Clerk confirmed she had replied to the email stating she was available on 3rd March 2020 to speak them but had not received any further correspondence. Noted.

534. ONE VOICE WALES

To discuss Local Places for Nature Packages

Councillors had previously been circulated with a copy of an email dated 19th February 2020, received from One Voice Wales on behalf of Keep Wales Tidy, inviting Town and Community Council to take part in the Local Places for Nature scheme.

RESOLVED: That the Town Council applies for a pack and take part in the scheme.

To discuss One Voice Wales Innovative Practice Annual Awards Ceremony

Councillors had previously been circulated with a copy of an email dated 19th February 2020, inviting members to the Innovative Practice Annual Awards Ceremony to be held on Thursday 26th March 2020.

RESOLVED: The Town Council do not send a representative to the Ceremony.

535. PUBLICATIONS RECEIVED

To note the Financial Management and Governance – Community and Town Councils 2018/19

Councillors had previously been circulated with a copy of the Financial Management and Governance – Community and Town Councils 2018/19. Noted.

536. MISCELLANEOUS

To discuss email from Bro Tathan re Public Art Project Meeting on the 4th March 2020

Councillors had previously been circulated with a copy of an email dated 6th February 2020, regarding a meeting /presentation at Bro Tathan to discuss the Public Art project on the 4th March 2020.

RESOLVED: The Deputy Town Clerk attends to meeting/presentation on behalf of the Town Council and reports back to the Full Town Council meeting held on 26th March 2020.

SIGNED

MAYOR

DATED