



Councillor Thomas thanked PC Williamson for his attendance and PC Williamson left the Meeting.

631. **MINUTES**

**Full Town Council Meeting held 26<sup>th</sup> November 2020**

The minutes of the Full Town Council meeting held on 26<sup>th</sup> November 2020, had previously been circulated to Council Members. Councillor Thomas noted that under item Present it should read 'Aimee Turrell' and not as previously stated 'Aimee Burrows'. Also, under item Miscellaneous, to discuss email re Great Winter Get Together it should read 'that they speak' and not as previously stated 'that the speak'.

**RESOLVED:** That subject to the above amendments the Minutes of the Full Town Council Meeting held on 26<sup>th</sup> November 2020 be adopted and accepted as a true record.

**Matters Arising**

There were no matters arising.

**Planning Committee Meeting 25<sup>th</sup> November 2020**

The minutes of the Planning Committee Meeting held on 25<sup>th</sup> November 2020, had previously been circulated to the Council Members. Councillor Dr Dickson expressed his satisfaction that the comments of the Planning Committee re the conditions of Planning Application 2020/000657/1/CD had been upheld.

**RESOLVED:** That the minutes of the Planning Committee Meeting held on 25<sup>th</sup> November 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 2<sup>nd</sup> December 2020**

The minutes of the Planning Committee Meeting held on 2<sup>nd</sup> December 2020, had previously been circulated to the Council Members.

**RESOLVED:** That the minutes of the Planning Committee Meeting held on 2<sup>nd</sup> December 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 on 2<sup>nd</sup> December 2020**

The minutes of the Fair-Trade Forum Meeting held on 2<sup>nd</sup> December 2020, had previously been circulated to the Council Members.

**RESOLVED:** That the minutes of the Fair-Trade Forum Meeting held on 2<sup>nd</sup> December 2020 be accepted as a true record and all recommendations be actioned by the Town Clerk.

**Matters Arising**

There were no matters arising.

**632. SIGNING OF MINUTES****Signing of Minutes of Previous Meeting**

Councillors noted that the Town Mayor would sign the minutes when lockdown restrictions are lifted.

**633. TOWN MAYOR****Town Mayors Report of events attended 1<sup>st</sup> December 2020 to 31<sup>st</sup> December 2020**

Councillor G Thomas informed Councillors that he had attended the RAF St Athan Voluntary Band Open Top Bus event on the 12<sup>th</sup> December 2020. He stated he would also be attending a live stream Carol Service at St Illtyds Church on the 20<sup>th</sup> December 2020 and a virtual coffee morning with Jane Hutt MS on the 21<sup>st</sup> December 2020.

**Questions to the Town Mayor**

There were no questions to the Town Mayor.

**634. YOUTH COUNCIL****Youth Activity Progress**

There were no Youth Council members present.

Councillor Mrs Norman informed Councillors that she had met with the Head Teacher of Llantwit Major Comprehensive School and Councillor Williams to discuss Period Poverty. After discussion with the School, she was happy with the school's actions re promoting Period Poverty and queried the Youth Councils concerns.

**RESOLVED:** That Councillor Thomas discuss with the Youth Council their issues re Period Poverty at Llantwit Major School and bring findings back to the next Full Town Council Meeting.

**To note minutes Llantwit Youth Council Meeting on 1<sup>st</sup> December 2020**

Councillors had previously been circulated with the minutes of the Llantwit Youth Council Meeting held on 1<sup>st</sup> December 2020. Councillors stated that under Llantwit Town Council Update there were some anomalies re Town Council projects and installation of lighting.

**RESOLVED:** That Councillor Thomas update the Youth Council on the latest position re Projects being undertaken by the Town Council and provide an update on the lighting that has been installed under the Black Bridge, off Bedford Rise.

**To discuss any Agenda Items as highlighted by the Youth Council**

There were no Agenda Items to discuss.

**635. COUNCIL MEETINGS****Meetings for Month of January 2021**

Councillors had previously been circulated with Meetings for the Month of January 2021. Noted.

**636. PROCEDURAL MATTERS**

**Members Announcements**

**To note report of Potential Llantwit Major Food Poverty Project Meeting on 12<sup>th</sup> November 2020**

Councillors had previously been circulated with the report of Potential Llantwit Major Food Poverty Project Meeting on 12<sup>th</sup> November 2020. Councillor Dr Ellis stated that the purpose of the project was to try to evaluate why there is poverty in Llantwit Major and how it can be reduced. Councillor Mrs Hanks noted that the population figure for the town was incorrect and was disappointed to see that the next Meeting was not for 3 months.

**To note mail re date and questions with the Older People Commissioner for Wales to be held on Thursday 21<sup>st</sup> January 2020 at 2pm**

Councillors had previously been circulated with an email dated 30<sup>th</sup> November 2020 re date and questions with the Older People Commissioner for Wales to be held on Thursday 21<sup>st</sup> January 2020 at 2pm. Noted.

**To note report of Community Conversations Meeting in Vale of Glamorgan with the PCC Alun Michael**

Councillors had previously been circulated with a report dated 24<sup>th</sup> November 2020 of Community Conversations Meeting in Vale of Glamorgan with the PCC Alun Michael. Noted.

**Action Tracker**

Councillors had previously been circulated with an up to-date Action Tracker. Councillor Thomas asked if any response had been received re additional cemetery land. The Town Clerk confirmed to Councillors that she was still waiting responses re this matter. Councillor John informed Councillors that a response should be received shortly re Stradling Park. Noted.

**637. FINANCE**

**Bank Reconciliation for period 1<sup>st</sup> November 2020 to 30<sup>th</sup> November 2020**

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1<sup>st</sup> November 2020 to 30<sup>th</sup> November 2020. Noted.

**Income for the period 19<sup>th</sup> November 2020 to 10<sup>th</sup> December 2020**

Councillors had previously been circulated with a copy of the Income for the period 19<sup>th</sup> November 2020 to 10<sup>th</sup> December 2020. Noted.

**Expenditure for the period 19<sup>th</sup> November 2020 to 10<sup>th</sup> December 2020**

Councillors had previously been circulated with a copy of the Expenditure for the period 19<sup>th</sup> November 2020 to 10<sup>th</sup> December 2020. Noted.

**To note letter re Appropriate Sum under Section 137(4) (A) of the Local Government Act 1972 – Section 137 Expenditure Limit for 2021-22**

Councillors had previously been circulated with a letter dated 26<sup>th</sup> November 2020 re Appropriate Sum under Section 137(4) (A) of the Local Government Act 1972 – Section 137 Expenditure Limit for 2021-22 is £8.41. Noted.

**To discuss Annual Review of Internal Audit 19/20**

Councillors had previously been circulated with the Annual Review of Internal Audit 19/20 undertaken by KLG Auditors. Councillors discussed the Internal Audit process.

**RESOLVED:** That the Town Clerk be given permission to engage KLG Auditors to undertake Llantwit Major Town Councils Internal audit for 20/21 subject to the receipt of an acceptable quotation.

**To discuss renewing SLCC Annual membership**

Councillors had previously been circulated with a Renewal Membership Form to the SLCC for 2021.

**RESOLVED:** That permission is given to take out full membership to SLCC for 2021 at an Annual Subscription of £372.00.

**638. DEVELOPMENT**

**To discuss email regarding S106 monies and S106 contributions overview 01/12/2020**

Councillors had previously been circulated with an email and documentation dated 2<sup>nd</sup> December 2020 regarding S106 monies and S106 contributions overview 01/12/2020. Noted.

**To note email re Self Build Scheme**

Councillors had previously been circulated with an email dated 2<sup>nd</sup> December re Self Build Scheme. Noted.

**639. CEMETERY**

**To discuss email from Andrew RT Davies AS**

Councillors had previously been circulated with an email dated 2<sup>nd</sup> December 2020 re additional cemetery land for Llantwit Major. Councillors discussed this matter further.

**RESOLVED:** That a letter of thanks be sent to Mr Andrew RT Davies MS for his response to this matter and state the Town Council will be in contact again when all parties have replied to the Town Councils request for assistance re additional cemetery land.

**640. RECREATION AND OPEN SPACES**

**To discuss letter re bench adjacent to West End Pond**

Councillors had previously been circulated with a letter dated 19<sup>th</sup> November 2020 re a resident wishing to purchase and install a memorial bench adjacent to West End Pool. Councillors stated that the old concrete bench by West End Pond was beyond repair and if this were removed it would be ideal spot for the memorial bench.

**RESOLVED:** That permission be granted for the resident to purchase and install a Memorial Bench on the site where the existing concrete bench is at present situated, adjacent to West End Pool. State the resident must adhere to Town Council requirements re the type (recycled plastic) and colour of bench purchased.

**To discuss email re use of Lorna Hughes Park for some outdoor educational events**

Councillors had previously been circulated with an email dated 9<sup>th</sup> December 2020 re the use of Lorna Hughes Park for outdoor educational events (i.e. a Forest School). Councillors discussed the request and raised concerns re adequate insurance cover in place and damage to the grass area dependent on what outdoor activities were undertaken. Councillor Mrs Hanks stated the Fire Pit

would need to be removed after each session and Councillor Mrs Norman asked if there should be a charge for use of Lorna Hughes Park and queried the length and number of sessions planned.

**RESOLVED:** That permission be granted for the Forest School to undertake a 3 Month trial in Lorna Hughes Park. This is subject to the Town Clerk having clarification on the following points:

1. All relevant Insurance in place to cover outdoor events.
2. Confirmation of the number and length of sessions planned
3. No Ball Game permitted
4. Fire Pit must be removed at the end of each session

Further

**RESOLVED:** That after 3 months there we be a review and if damage to the area is found charges may need to be incurred to cover repair /maintenance costs.

#### 641. VALE OF GLAMORGAN COUNCIL

##### **To note email re unsuccessful Play Capital Funding Application**

Councillors had previously been circulated with an email dated 4<sup>th</sup> December 2020 re an unsuccessful Play Capital Funding Application. Noted.

##### **To discuss Active Travel Network Map – Route consultation phase 1**

Councillor G John declared an interest.

Councillors had previously been circulated with an email and documentation dated 8<sup>th</sup> December 2020 re the Active Travel Network Map – Route consultation phase 1. Councillors discussed the report and noted their support of the cycle way from Llantwit Major to Barry. Councillors felt more time was needed to review document and offer additional suggestion to the consultation.

**RESOLVED:** That the Item Active Travel Network Map – Route consultation phase 1 be deferred until January Full Town Council Meeting for Councillors to offer further recommendations re this Consultation Document.

Further

**RESOLVED:** That the Town Clerk resend the Active Travel Network Map – Route consultation phase 1 to all Councillors and send initial comment to Visible Services and Transport, Vale of Glamorgan Council confirming Town Councils support of a cycle route from Llantwit Major to St Athan.

##### **To discuss email regarding update on Strategic Collaborative Working**

Councillor G John declared an interest.

Councillors had previously been circulated with an email dated 10<sup>th</sup> December 2020 regarding an update on Strategic Collaborative Working. Noted.

##### **To discuss email re consultation Draft Annual Delivery Plan and Budget 2021-22.**

Councillor G John declared an interest.

Councillors had previously been circulated with an email dated 10<sup>th</sup> December 2020 re consultation Draft Annual Delivery Plan and Budget 2021-22. Noted.

**642. ONE VOICE WALES****To discuss email re understanding Welsh Places Website**

Councillors had previously been circulated with an email dated 8<sup>th</sup> December 2020 re understanding Welsh Places Website. Noted.

**643. WELSH GOVERNMENT****To discuss Electoral Reform Newsletter**

Councillors had previously been circulated with the Electoral Reform Newsletter dated November 2020. Councillors noted that the report confirmed that only for local government elections the voting age was being reduced to 16 years plus. Noted.

**644. MISCELLANEOUS****To discuss email re Playlist for Life – helping older people shielding at home**

Councillors had previously been circulated with an email dated 3<sup>rd</sup> December 2020 re a free Playlist for Life to help older people shielding at home. Councillors stated that as a Dementia Friendly Town the Town Council would fully support this project. Councillor Dr Dickson expressed an interest in attending a Webinar in January 2021.

**RESOLVED:** That permission be granted for Councillor Dr Dickson to attend the Music Detective Webinar in January 2021 and bring findings back to the next Full Town Council Meeting.

Further

**RESOLVED:** That the email is passed onto Llantwit Major Dementia Friends Group for their information.

**To discuss email from Geography Teacher at the Comprehensive School re A Level questions regarding Llantwit Major**

Councillors had previously been circulated with an email dated 8<sup>th</sup> December 2020 from a Geography Teacher at the Comprehensive School re A Level questions regarding Llantwit Major. Councillors discussed the questions and determined that most of the questions were more applicable to the Vale of Glamorgan Council.

**RESOLVED:** That the email from a Geography Teacher at the Comprehensive School re A Level questions regarding Llantwit Major be passed on Mr Phil Chappel, Vale of Glamorgan Council for his response.

**To discuss email re transport issues and Covid-19 vaccinations**

Councillors had previously been circulated with an email re transport issues and Covid 19 vaccinations. Councillor Dr Ellis raised concerns re how elderly Llantwit Major residents were expected to travel to the vaccination centres in Holm View, Barry or Cardiff to have their Covid 19 vaccinations. Councillor John stated discussions were under way in the Vale of Glamorgan Council re alternative arrangements for those who would need transport. Councillors recommended offering a Town Council Building as a Vaccination Centre.

**RESOLVED:** That a letter marked urgent be sent to Len Richards, Chief Executive Officer at Cardiff & Vale University Health Board asking how Llantwit Major residents that have no transport are expected to travel to Holm View in Barry for their Covid-19 vaccinations. State the Llantwit Major Town Council would be happy to allocate a room in one of their Town Council Buildings to assist with undertaking the vaccination program. This letter to be copied to Mrs Jane Hutt MS.

Further

**RESOLVED:** That Councillor G Thomas ask Mrs Jane Hutt MS at the virtual Coffee Morning on the 21<sup>st</sup> January 2020 for an update on the Vaccination Centres and roll out of vaccinations to communities. Councillor Thomas bring findings back to the next Full Town Council Meeting.

SIGNED .....  
MAYOR

DATED .....