

To note email re Tilley Awards.

Councillors had previously been circulated with an email dated 16th December 2020 stating that the Neighbouring Police Team had been shortlisted for a Tilley Awards for their involvement in the Llantwit Major Garden Volunteering Project. Councillor Mrs Hanks wished to congratulate the Team on being nominated for the award. PC Williamson confirmed that they had come second and felt that the thanks should be passed directly to PCSO Rhiannon Cummings who worked so hard in setting up and running this project for the community.

RESOLVED: That a letter of congratulations be sent to PCSO Rhiannon Cummings for being nominated for a Tilley Award and thank her for all her work within the community.

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

646. MINUTES**Full Town Council Meeting held 17th December 2020**

The minutes of the Full Town Council meeting held on 17th December 2020, had previously been circulated to Council Members. Councillor Dr Ellis noted that under item Youth Activity Progress it should read 'Period Poverty' and not as previously stated 'Period in Poverty'.

RESOLVED: That subject to the above amendments the Minutes of the Full Town Council Meeting held on 17th December 2020 be adopted and accepted as a true record.

Matters Arising

There were no matters arising.

Five Year Plan Committee Meeting 14th December 2020

The minutes of the Five Year Plan Committee Meeting held on 14th December 2020, had previously been circulated to the Council Members.

RESOLVED: That the minutes of the Five Year Plan Committee Meeting held on 14th December 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 5th January 2021

The minutes of the Planning Committee Meeting held on 5th January 2021, had previously been circulated to the Council Members. Councillor Williams abstained from voting.

RESOLVED: That the minutes of the Planning Committee Meeting held on 5th January 2021 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

Tennis Club Sub Committee Meeting 7th January 2021

The minutes of the Tennis Sub Club Committee Meeting held on 7th January 2021, had previously been circulated to the Council Members.

RESOLVED: That the minutes of the Tennis Club Sub Committee Meeting held on 7th January 2021 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 8th January 2021

The minutes of the Planning Committee Meeting held on 8th January 2021, had previously been circulated to the Council Members. Councillor Williams abstained from voting.

RESOLVED: That the minutes of the Planning Committee Meeting held on 8th January 2021 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

Finance and Policy Meeting 14th January 2021

The minutes of the Finance and Policy Meeting held on 14th January 2021, had previously been circulated to the Council Members. Councillors noted that under item 14 Contracts for 1st April 2021 to 31st March 2024 it should read 'VOG Fire and Security Services' and not as previously stated 'Dragon Fire and Security Services'. Councillors noted that under item 11 to discuss Grant Applications Christmas Event it should read 'Llantwit Major Christmas Committee' and not as previously stated 'Llanilltud Fawr in Flower'.

RESOLVED: That subject to the above amendments the minutes of the Finance and Policy Meeting held on 14th January 2021 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

Fairtrade Forum Meeting on 19th January 2021

The minutes of the Fairtrade Forum Meeting held on 19th January 2021, had previously been circulated to the Council Members.

RESOLVED: That the minutes of the Fairtrade Forum Meeting held on 19th January 2021 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 20th January 2021

The minutes of the Planning Committee Meeting held on 20th January 2021, had previously been circulated to the Council Members. Councillors noted that under Planning Application 2020/01274/FUL comments it should state 'Mill Lay Lane' and not as previously stated 'Mill

Lane'. Councillor Dr Dickson also wished to pass on his thanks to Councillor Powell for all his hard work with reference to this Application. Councillor Williams abstained from voting.

RESOLVED: That subject to the above amendments the minutes of the Planning Committee Meeting held on 20th January 2021 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

647. SIGNING OF MINUTES

Signing of Minutes of Previous Meeting

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

648. TOWN MAYOR

Town Mayors Report of events attended 1st January 2021 to 31st January 2021

Councillor G Thomas informed Councillors that he had attended the Carol Service at St Iltyds Church on the 20th December 2020 and a virtual coffee morning with Jane Hutt MS on the 21st December 2020.

Questions to the Town Mayor

There were no questions to the Town Mayor.

649. YOUTH COUNCIL

Youth Activity Progress

There were no Youth Council members present.

Councillor Thomas confirmed he was in further discussion with the Youth Council regarding Period Poverty at Llantwit Major School.

To discuss any Agenda Items as highlighted by the Youth Council

There were no Agenda Items to discuss.

650. COUNCIL MEETINGS

Meetings for Month of February 2021

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

651. PROCEDURAL MATTERS

Members Announcements

To note report by Councillor Dr D Ellis re Potential Llantwit Major Food Poverty Project Meeting on 18th January 2021

Councillors had previously been circulated with the report of Potential Llantwit Major Food Poverty Project Meeting on 18th January 2021. Noted.

Verbal Update by Councillor Dr Ellis with the Older People Commissioner for Wales

Councillors Dr Ellis verbally updated Councillors on the presentation received by Ms K Davies and Mr D McKinney, representatives of the Older People Commissioner. They confirmed they have a staff of 19 and their 3-year strategic plan is to: -

1. End ageism in Wales
2. Stop abuse of the elderly in Wales
3. Age well – (e.g. trying to encourage the elderly to be more digitally active)

They stated they held no specific data on Llantwit Major but would be supportive of any ideas to help ageism with the town. Councillors asked if the Commission could assist with funding for Llantwit Major Age Connects branch, because at present, they can only open two days a week. The Commission stated they were bound by their legal remit and could advise but could not control funding to other organisations. Councillors Dr Ellis stated they would encourage individuals to look at setting up projects to help the elderly people of Llantwit Major.

To note report by Councillor Dr Dickson re Music Playlist for Wellbeing

Councillor Dr Dickson confirmed to Councillors he attended a Presentation re Music Playlist for Wellbeing. He confirmed this was a national group and as a Dementia Friendly Town it was important that we were aware of the organisation. Councillor Dr Dickson informed Councillors that there was availability to obtain Music Playlist Resource Starter Packs.

RESOLVED: That the Dementia Café in Llantwit Major be advised of the availability of the Music Playlist Resource Starter Packs.

Action Tracker

Councillors had previously been circulated with an up to-date Action Tracker. Councillor John asked if any response had been received from Mr Alun Michael (South Wales Police & Crime Commissioner). The Town Clerk confirmed to Councillors that she was still awaiting a response. Noted.

Verbal update from Councillor J Evans re Recreations & Buildings

Councillor Evans verbally updated Councillors on the projects that had been undertaken by the Town Council over the last few months:

1. Issues with the Old School Heating have now been resolved.
2. Water has been leaking into the Town Hall by the internal stair way. New leading has been placed on the roof around this area and the area is being monitored to see if this resolves this problem.
3. Slates were replaced on the Town Hall and the Compass Building after the high winds in January 2021. The Town Clerk to obtain estimates for replacing the Compass Building roof.
4. The Town Hall main board has been updated to hopefully prevent the electrics that have been regularly tripping in the building.
5. New flooring has been placed under some of the equipment in the U10'S Play Park.
6. CCTV is being installed at the Sports Pavilion.
7. The new permanent sound system in Llantonian Hall should be installed within the next few weeks.
8. The new gate at the entrance to the Old School Playground will be installed over the Easter holidays.
9. The Handyman is removing the ivy along Seaview Park stone wall.
10. The drainage area has been cleared around West End Pool.

652. FINANCE

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

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

Bank Reconciliation for period 1st October 2020 to 31st December 2020

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

Income for the period 11th December 2020 to 20th January 2021

Councillors had previously been circulated with a copy of the Income for the period 11th December 2020 to 20th January 2021. Noted.

Expenditure for the period 11th December 2020 to 20th January 2021

Councillors had previously been circulated with a copy of the Expenditure for the period 11th December 2020 to 20th January 2021. Noted.

To ratify Precept amount and proposed budget sheets for 2021/2022 as recommended by the Finance and Policy Committee

Councillors had previously been circulated with a copy of the Precept amount and proposed budget sheets for 2021/22 as recommended by the Finance and Policy Committee.

RESOLVED: The Town Clerk to write a letter to the Vale of Glamorgan Council confirming the Precept request of £253,791 for financial year 2021/2021.

To discuss Central Heating Contract for 1st April 2021 to 31st March 2024

Councillors had previously been circulated with a Tender for the Central Heating Contract for 1st April 2021 to 31st March 2024.

RESOLVED: That the tender received from Colin James Plumbing at an annual cost of £665.00 exc. vat be accepted as the Central Heating Contract for the 1st April 2021 to 31st March 2024.

653. 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

654. CEMETERY

The following Burial matters were noted.

- 1) Burial of Sheila Harris (reopen) C285 on 13th January 2021

To note email form J Hutt MS re additional Cemetery land

Councillors had previously been circulated with an email dated 22nd December 2020 from J Hutt MS re additional cemetery land for Llantwit Major. Noted.

To discuss email received from Project Manager Bro Tathan regarding additional Cemetery land

Councillors had previously been circulated with an email dated 11th January 2021 received from Project Manager Bro Tathan regarding additional Cemetery land. A discussion took place where it was agreed the importance of continuing dialogue with the Welsh Government and a Community approach, with neighbouring Community Councils, for a new burial ground.

RESOLVED: Letters be written to Llanmaes Community Council, St Athan Community Council and St Donats & Marcross Community Council, to ask if they would assist with a ‘community approach’ to the Welsh Government re additional Cemetery Land for the local area.

Further

RESOLVED: A letter be written to the project Manager Bro Tathan requesting further information on what piece of land they would consider for a Cemetery so the Town Council could consider if it is even suitable site for burial land.

655. **RECREATION AND OPEN SPACES**

To discuss Agenda Brief re successful funding for Outdoor Leisure Equipment and to discuss location of equipment

Councillors had previously been circulated with an Agenda Brief re successful funding for Outdoor Leisure Equipment and to discuss location of equipment. Councillors discussed various site options.

RESOLVED: That the Outdoor Leisure Equipment be installed at the bottom of the Recreation Fields, in the corner section of the junction of Boverton Road and Ham Lane East.

To discuss Agenda Brief re Bowls Club Proposal re installation of CCTV cameras on the Sports Pavilion.

Councillors had previously been circulated with an Agenda Brief re Bowls Club Proposal for installation of CCTV cameras on the Sports Pavilion. Councillors further discussed the purchase of an additional CCTV camera on the site.

RESOLVED: That the Town Council will purchase an additional CCTV camera and install the camera at a cost of £130 exc. vat from VOG Fire and Security Company. The Bowls Club will be responsible for covering all electrical charges for the running of the two CCTV Cameras once operational.

To discuss request from Llantwit Major Tennis Club re proposed storage shed at tennis courts

Councillors had previously been circulated with an email dated 7th January 2021 re request from Llantwit Major Tennis Club re proposed storage shed at tennis courts. Councillors queried whether this structure would require Planning Permission.

RESOLVED: Llantwit Major Tennis Club be asked to seek clarification if planning permission required. If permission not required, then they continue with their plans to place a storage shed on site. If planning permission is required confirmation of this and the new plans be brought back to Full Town Council for consideration.

To discuss email re HM Land Registry – Survey of Community and Town Councils in Wales

Councillors had previously been circulated with an email dated 21st January 2021 from HM Land Registry requesting completion of a Survey of land held by Community and Town Councils in Wales.

RESOLVED: That the Town Clerk complete and return the Survey of Community and Town Councils in Wales to the HM Land Registry.

656. **WELSH GOVERNMENT**

To discuss email re Launch of Public Consultation on the Strategy for an Ageing Society
Councillors had previously been circulated with an email dated 15th December 2021 re Launch of Public Consultation on the Strategy for an Ageing Society.

RESOLVED: That if Councillors wish to respond to the Launch of Public Consultation on the Strategy for an Ageing Society they do so as individuals.

To discuss email re providing free online sessions to frontline workers

Councillors had previously been circulated with an email dated 21st January 2021 re the Welsh Government offering free online sessions and support to frontline workers. Noted.

657. **VALE OF GLAMORGAN COUNCIL**

To note Meeting on 13th January 2021 with Nia Hollins (Principal Tourism and Marketing Officer) re update on the stimulus funding projects

Councillors had previously been circulated with a report detailing the Meeting with Nia Hollins (Principal Tourism and Marketing Officer) re update on the stimulus funding projects. Councillors noted that the stimulus funding would provide and install up to 12 banners and 20 flags and flag poles around the train station and town centre to promote tourism to the town, using the 'Love Llantwit Major' design created by Treganna Designs in 2019. Noted.

To further 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 8th December 2020 re the Active Travel Network Map – Route consultation phase 1. Noted.

To note report potential Llantwit Major Food Poverty Project 24th November 2020

Councillors had previously been circulated with a report of potential Llantwit Major Food Poverty Project Meeting 24th November 2020. Noted.

To discuss Public Consultation on Bro Tathan Y Porth Draft Development Brief

Councillor G John declared an interest.

Councillors had previously been circulated with a letter dated 14th December 2020 re Public Consultation on Bro Tathan Y Porth Draft Development Brief. Noted.

658. **MISCELLANEOUS**

To discuss email from Northern Gas and Power regarding renewable energy, community buildings

Councillors had previously been circulated with an email dated 11th January 2021 from Northern Gas and Power regarding renewable energy, community buildings. The Town Clerk informed Councillors that renewable energy was on the Five Year Plan.

RESOLVED: That permission be granted for Northern Gas and Power to look to undertake a review of renewable energy on the Town Councils buildings subject to there being no charge to the Town Council for this service.

To discuss email regarding proposed NHS, Social Care and Front-Line Workers Day 5th July 2021

Councillors had previously been circulated with an email dated 4th January 2021 regarding proposed NHS, Social Care and Front-Line Workers Day 5th July 2021.

Councillors discussed the various proposals including flying the flag at half-mast on the day, a minute's silence, a Nations Toast and Afternoon Tea. Councillors raised concerns that with the current lockdown restrictions it was difficult to commit to any specific event at the present time.

RESOLVED: That the Agenda Item regarding the proposed NHS, Social Care and Front-Line Workers Day 5th July 2021 be brought back to the Full Town Council Meeting in May 2021 for a final decision as to what events could be undertaken in Llantwit Major to mark the day.

To discuss email from Mr Ian Hunt re commemorative book

Councillors had previously been circulated with an email dated 8th January 2021 from Mr Ian Hunt re a possible MADL Donation to assist with the publication of a commemorative book to display the resident's experiences, (all ages) of the Covid 19 pandemic in Llantwit Major. Councillors discussed further funding opportunities from Grants and the Town Council to undertake this project.

RESOLVED: That prior to further funding being sought that feedback be obtained via social media sites to confirm that there would be enough interest and contributions from Llantwit Major residents to be able to produce a Commemorative Book of the towns experience during Covid 19 pandemic.

659. **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).

Finance

To discuss Agenda Brief re proposed pay scales financial 21/22

Councillors had previously been circulated with an Agenda Brief re proposed pay scales financial 21/22.

RESOLVED: That the proposed pay scales be approved and effective from 1st April 2021.

SIGNED

MAYOR

DATED