

RESOLVED: That the Minutes of the Full Town Council Meeting held on the 27th May 2021, be adopted and accepted as a true record.

Full Town Council Meeting held 27th May 2021

The minutes of the Planning Committee Meeting held on the 27th May 2021, had previously been circulated to Council Members. Councillor Wilkie asked for an amendment to the Community Constable report where it stated he had raised concern about parking issues in the Town, the location mentioned were incorrect. Could these be amended to the correct locations.

RESOLVED: That subject the above mentioned amendments the minutes of the Full Town Council Meeting held on 27th May 2021 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

The were no matters arising.

Planning Committee Meeting held 26th May 2021

The minutes of the Planning Committee Meeting held on the 26th May 2021, had previously been circulated to Council Members.

RESOLVED: That the minutes of the Planning Committee Meeting held on 26th May 2021 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

The were no matters arising.

Planning Committee Meeting held 10th June 2021

The minutes of the Planning Committee Meeting held on the 10th June 2021, had previously been circulated to Council Members.

RESOLVED: That the minutes of the Planning Committee Meeting held on 26th May 2021 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

The were no matters arising.

728. SIGNING OF MINUTES

Signing of Minutes of Previous Meeting

Councillors noted that the Town Mayor would sign the minutes would take place when the Town Mayor is next in the Town Council office.

729. TOWN MAYOR

Town Mayor events attended 1st June 2021 to 30th June 2021

Councillors had previously been circulated with the Town Mayor events attended 1st June 2021 to 30th June 2021. Noted.

Questions to the Town Mayor

441.

There were no questions to the Town Mayor.

730. COMMUNITY CONSTABLE

To receive Community Constable report

PC Williamson had previously sent his apologies therefore there was no report.

731. YOUTH COUNCIL

Youth Activity Progress

No Youth Council representative was present.

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

There were no Agenda Items to discuss.

732. COUNCIL MEETINGS

Meetings for Month of July 2021

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

733. PROCEDURAL MATTERS

Members Announcements

Report of Meeting at Llantwit Major Rugby Football Club

Councillor Thomas, Councillor Evans and Councillor Morgan declared an interest.

Councillor Powell gave a verbal report from the recent community meeting held at Llantwit Major Rugby Football Club regarding the proposed build of a new community facility and clubhouse. Councillor Powell stated he had been invited to attend as Town Mayor to observe but did not take part in the meeting. The representatives from the Club had stated that some monies had been received which could now be used for match funding. Four smaller groups of volunteers were formed to look at further funding, design, revenue and how to work with the community.

Report on Climate Change Emergency Charter meeting held 21st June 2021

The Town Clerk reported that the Town Council had asked her to attend the above meeting on behalf of the Town Council. The meeting only slightly touched on Climate Change as this was one of the areas the Public Service Board wished to include in their future Wellbeing Plan. Powerpoint slides were shown, and these have been forwarded to Councillors. Future meetings will be scheduled to discuss further.

To note observations from Vale of Glamorgan Councils Standard Committee

Councillors had previously been circulated with an email dated 26th May 2021, regarding the Standards Committee observations from the Full Town Council meeting held 25th February 2021. Councillors noted the positive feedback from the Standards Committee including the meeting being well Chaired, Councillors reading paperwork prior to the meeting and no arguments between Councillors who obviously work well together. Noted.

Action Tracker

Councillors had previously been circulated with an up to-date Action Tracker. Councillor Wilkie queried who was the contact within the Woodland Trust that the letter re Ham Woods was sent. The Town Clerk stated she did not have a contact, so it went to the main office and email. Councillor Wilkie confirmed he has a contact name and would forward this to the Town Clerk to chase.

To discuss Agenda Brief re Western Vale Good Neighbours scheme

Councillors had previously been circulated with an agenda brief regarding the Western Vale Good Neighbours scheme and the appointment of representatives to sit on this committee. Councillors noted that this committee was to replace the Good Neighbourhood Scheme Steering Group which Councillor R Gant and Councillor Dr D Ellis were elected to sit on at our Annual meeting.

RESOLVED: That Councillor R Gant and Councillor Dr D Ellis be elected to sit on the Western Vale Good Neighbours scheme, as Town Council representatives.

To discuss vacant minor authority Governor position at Ysgol Dewi Sant from 29th July 2021

Councillors had previously been circulated with a copy of an email dated 14th June 2021 received from the Head of Governor Support in the Vale of Glamorgan Council, regarding Councillor Wilkie current term of office as MAR on Ysgol Dewi Sant ceasing on 29th July 2021.

RESOLVED: That Councillor Wilkie continues as the Minor Authority Representative on Ysgol Dewi Sant.

To discuss request for appointment to sit on the Town Study Steering Group

Councillors had previously been circulated with a copy of an email dated 10th June 2021 received from a local resident who wished to sit on the Town Study Steering Group and setting out what knowledge and experience he could bring to the Group.

RESOLVED: That Mr M Neate be invited to sit on the Group until the Terms of Reference are reviewed at the Annual meeting next May, where membership of all the Town Council committees/groups are discussed and nominated.

734.

FINANCE**Bank Reconciliation for period 1st May 2021 to 31st May 2021**

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1st May 2021 to 31st May 2021. Noted.

Income for the period 21st May 2021 to 18th June 2021

Councillors had previously been circulated with a copy of the Income for the period 21st May 2021 to 18th June 2021. Noted.

Expenditure for the period 21st May 2021 to 18th June 2021

Councillors had previously been circulated with a copy of the Expenditure for the period 21st May 2021 to 18th June 2021. Noted.

To discuss Statement of Accounts, Annual Return and Internal Auditors Report 1st April 2020 to 31st March 2021

Councillors had previously been circulated with the Statement of Accounts, Annual Return and Internal Auditors Report 1st April 2020 to 31st March 2021.

RESOLVED: That all the paperwork relating the Accounting Statements, Annual Return and Internal Auditor report be signed and forwarded to the External Auditor

735. **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 note Completion Certificate for Llantwit Major Bowls Club, Boverton Road

Councillors had previously been circulated with a copy of the completion certificate from Building Regulations for the works to the Sports Pavilion, Boverton Road. Noted.

736. **RECREATION AND OPEN SPACES****To discuss Management Agreement, Lease and Licence between Llantwit Major Town Council and Llantwit Major Bowls Club**

Councillors had previously been circulated with a copy of the management agreement, lease and licence held between the Town Council and Bowls club. The Town Mayor stated that these documents were to be reviewed every 4 years or in the first quarter of a newly elected Council, whichever was sooner. A discussion took place.

RESOLVED: That due to circumstances regarding the Covid pandemic it would be unfair to review and make any amendments. These documents be brought back to the newly elected Council next year for discussion.

To discuss email from WildPlay re Lorna Hughes Park

Councillors had previously been circulated with a copy of an email dated 26th May 2021 received from Wildfire, a local resident who had previously been given permission to use Lorna Hughes Park for a 'Wild Play' session on a Tuesday morning. Permission was being sought to hold an additional session on a Monday afternoon, and also asking the Town Council to consider leaving a strip or corner of the park to allow the grass to grow longer and attract wildlife.

RESOLVED: That permission be given for the additional session to be held, and this be reviewed at the end of September, when the original Tuesday morning sessions were due to be discussed again.

Further

RESOLVED: That at this time the grass continue to be cut in line with the grass maintenance schedule. The Town Council will look to review the schedule once confirmation is received from Vale of Glamorgan Council as to whether a licence can be entered into in relation to Stradling Park.

To review the Biodiversity and Resilience of Eco Systems Duty Report 2019

Councillors had previously been circulated with a copy of the Town Council Biodiversity and Resilience of Eco System Duty report 2019. The Town Clerk reported that this document was being reviewed to bring it up to date for 2021, and a copy would be on the September Full Town Council meeting. Noted.

To discuss agenda brief re external door on sports pavilion

Councillors had previously been circulated with a copy of an agenda brief detailing concerns over access to the gardener/handyman office within the sports pavilion.

RESOLVED: That a new external fire door be fitted to the sports pavilion allowing entry from the compound area. The Town Clerk be given permission to proceed with this project up to a spend of £1,000 + vat.

737. CEMETERY

The following Burial matters were noted.

- 1) Burial of cremated remains Reginald Bassett (re-open plot) B116 on 1st June 2021
- 2) Burial of cremated remains Philip George Brain (re-open plot) Mb2 on 3rd June 2021
- 3) Burial of Muriel May Spencer (re-open plot) J64 on 4th June 2021
- 4) Burial of cremated remains Nesta Margaret James (re-open plot) A56 on 11th June 2021
- 5) Burial of Maureen Dorothy Evans (new plot) K4 on 24th June 2021

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 matters 5.

To discuss letter from resident re installing recycled bench in Boverton Road Cemetery Centre Circle

Councillors had previously been circulated with a copy of a letter dated 9th June 2021 requesting permission to install a bench within the centre circle on the existing paving slabs. The Town Clerk informed Councillors that a resident already had permission for a bench to be placed on the existing paving slabs but the bench which was located there had been damaged during a recent storm. The family do intend on replacing the bench. It was also noted that a bench would take up three cremation plots and one burial plot, and burial space within the Cemetery is becoming increasingly limited.

RESOLVED: That permission not be given for installation of a bench.

To discuss request for Memorial within Boverton Cemetery

Councillors had previously been circulated with an agenda brief and memorial application. It was noted that the memorial request was for a memorial 4'8" in height. The Town Council Rules and Regulations state memorials should not exceed 4'.

RESOLVED: Permission is not given for the memorial due to it being larger than the permitted size.

To discuss agenda brief re additional Cemetery Land

Councillors had previously been circulated with a copy of an agenda brief giving an update on responses received from the Welsh Government regarding the Town Councils search for new burial ground.

RESOLVED: Wait for response from Vaughan Gethin MS before any new meeting dates be agreed.

738. CENOTAPH

To discuss agenda brief re replacement seating at Cenotaph

Councillors had previously been circulated with an agenda brief and Councillor Morgan gave a verbal report regarding commemorative war benches being installed around Wales. It was noted these benches were made of galvanised steel and cost in the region of £950 each, as well as the fact the current benches were owned by the Vale of Glamorgan Council. Councillor Morgan reported that one had recently been installed outside the main post office in Bridgend should a Councillor wish to view.

RESOLVED: Contact be made with Miles Punter and Emma Reed from the Vale of Glamorgan Council to see if permission would be given to remove the current benches and install the commemorative benches. If permission is given would the current benches be available for installation in Stradling Park, should the Town Council be given a licence on the Park.

Further

RESOLVED: That the Town Council looks into any grants available for the purchase of two commemorative benches.

739. VALE OF GLAMORGAN COUNCIL

To discuss project ideas for Strong Communities Grant Fund 2020-2025

Councillors had previously been circulated with a copy of an email dated 17th June 2021 and supporting documents in relation to the Strong Communities Grant Fund being open for new applications with a closing date of 20th July 2021. Councillors discussed possible projects.

RESOLVED: Projects to be put forward are;

- Two Commemorative benches in front of Cenotaph (subject to permission)
- Signage for Llantonian Hall, bowling green, rugby club and tennis courts at entrance by mini roundabout off Boverton Road
- Additional adult exercise equipment
- Play apparatus on the recreation field

Further

RESOLVED: Councillor Thomas agreed to investigate and provide quotations and information relating to the play apparatus.

To note events programme of Vale of Glamorgan Council during 2021/2022

Councillors had previously been circulated with an email dated 17th June 2021 received from the Vale of Glamorgan Council detailing their proposed events programme for the Vale Town Centres during 2021/2022. The Town Clerk reported that she had been invited to talk further with the Tourism and Events Officer on Wednesday 30th June to discuss the proposals. An email had also been received stating that they would like to use the Town Hall for the focal point of the proposed Festival of Flowers in August 2021.

RESOLVED: The Town Clerk and Deputy Town Clerk liaise with Officers involved in project and once further details are confirmed the Town Clerk makes an informed decision whether the Town Hall can be used. It be noted that the Town Council does not any funding available for this project, would not wish to be liable or for their staff to be responsible for maintenance of the flowers displays.

740. MISCELLANEOUS

To discuss agenda brief re Memory Book of 2020

Councillors had previously been circulated with a copy of an agenda brief regarding the production of the Lockdown Memory Book 2020.

RESOLVED: The books be priced at £5 each, this will then be used to cover the cost of another production run if more required. Local shops be approached to see if they would be prepared to sell any books on our behalf eg Filco, bookshop, Chocolate Box. No decision be made yet with regards where any profit from the books be used, until later in year.

To discuss Queens Platinum Jubilee (Lighting Beacons 2nd June 2022)

Councillors had previously been circulated with a copy of a guide for taking part in an event to celebrate the Queens Platinum Jubilee to be held over the weekend of 2nd June 2022. The guide detailed a number of events including the lighting of a beacon.

RESOLVED: The Town Council register to take part in the celebration weekend and the Remembrance Day committee be asked to meet during August to bring forward ideas.

SIGNED
MAYOR

DATED