

of Glamorgan Active Travel Network Map (ATNM) and Item 5 to discuss Llanmaes Road Active Travel Route and comments received via email from Town Councillors.

Pursuant to the requirements of this Councils Code of Conduct, Councillor Mrs J Norman declared an interest under Vale of Glamorgan Council, Item 1 To discuss statutory consultation on the Vale of Glamorgan Active Travel Network Map (ATNM) and Item 5 to discuss Llanmaes Road Active Travel Route and comments received via email from Town Councillors.

755. MINUTES

Full Town Council Meeting held 29th July 2021

The minutes of the Full Town Council Meeting held on the 29th July 2021, had previously been circulated to Council Members.

RESOLVED: That the minutes of the Full Town Council Meeting held on 29th July 2021 be adopted and accepted as a true record.

Matters Arising

The were no matters arising.

Planning Committee Meeting held 6th August 2021

The minutes of the Planning Committee Meeting held on the 6th August 2021, had previously been circulated to Council Members.

RESOLVED: That the minutes of the Planning Committee Meeting held on 6th August 2021 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

The were no matters arising.

Allotment Sub Committee Meeting held 11th August 2021

The minutes of the Allotment Sub Committee Meeting held on the 11th August 2021, had previously been circulated to Council Members.

RESOLVED: That the minutes of the Allotment Sub Committee Meeting held on 11th August 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 13th August 2021

The minutes of the Planning Committee Meeting held on the 13th August 2021, had previously been circulated to Council Members.

RESOLVED: That the minutes of the Planning Committee Meeting held on 13th August 2021 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

The were no matters arising.

Remembrance Day Committee Meeting held 24th August 2021

The minutes of the Remembrance Day Committee Meeting held on the 24th August 2021, had previously been circulated to Council Members.

RESOLVED: That the minutes of the Remembrance Day Committee Meeting held on 24th August 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 27th August 2021

The minutes of the Planning Committee Meeting held on the 27th August 2021, had previously been circulated to Council Members.

RESOLVED: That the minutes of the Planning Committee Meeting held on 27th August 2021 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

The were no matters arising.

Footpath Forum Meeting held 6th September 2021

The minutes of the Footpath Forum Meeting held on the 6th September 2021, had previously been circulated to Council Members.

RESOLVED: That the minutes of the Footpath Forum Meeting held on 6th September 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 9th September 2021

The minutes of the Planning Committee Meeting held on the 9th September 2021, had previously been circulated to Council Members.

RESOLVED: That the minutes of the Planning Committee Meeting held on 9th September 2021 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

The were no matters arising.

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

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

757. TOWN MAYOR**Town Mayor events attended 1st August 2021 to 30th September 2021**

Councillors had previously been circulated with the Town Mayor events attended 1st August 2021 to 30th September 2021. Councillor Powell stated he had attended the Barry Town Council Civic Service on the 25th September 2021. He also informed Councillors that the 'Wales and the Battle of Britain' Historical Exhibition he attended on the 16th September 2021 had been a very interesting and informative event. Noted.

Questions to the Town Mayor

There were no questions to the Town Mayor.

758. 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.

759. COUNCIL MEETINGS**Meetings for Month of October 2021**

Councillors had previously been circulated with Meetings for the Month of October 2021. Councillors were informed that until informed otherwise all meeting would still be held remotely by Zoom. Noted.

760. PROCEDURAL MATTERS**Members Announcements****Report from Town Clerk**

The Town Clerk informed Councillors that that Memorial Testing in Boverton Cemetery had been delayed but was due to start on 7th October 2021.

She confirmed two skips had been ordered to be delivered to the Allotment site during the month of October as part of the Welsh Government Allotment Grant.

The Town Clerk also informed Councillors that there had been reports of anti-social behaviour in Lorna Hughes Park. Councillor Mrs Hanks stated residents that see such behaviour should email the police at SWP101@south-wales.police.co.uk, to report the incident. Noted.

Action Tracker

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

Councillor Wilkie stated the Alun Cairns MP had written directly to the landowner of the woods to southside Millay Lane, re gifting the land to the community.

Councillor Mrs Hanks requested that at the next round of Vale of Glamorgan Council Stronger Community Grants the Town Council apply to have the Blue Plaques around the town refurbished. Noted.

To discuss email request for additional representative to sit on the Town Study Steering Group Committee

Councillors had previously been circulated with an email dated 11th August 2021 request from GVS, CF61 to sit on the Town Study Steering Group Committee. Councillors further discussed the representation on the above Committee and noted the need to review the Committees Terms of Reference at the next Annual Meeting.

RESOLVED: That permission be granted for a representative from GVS, CF61 to sit on the next 2 meetings until the Annual Meeting in May 2022 where the terms of reference for the Town Study Steering Group Committee will be reviewed.

To discuss Councillor Dr Ellis request to reinstate Town Crier in Llantwit Major

Councillors had previously been circulated with an email, from Councillor Dr Ellis, dated 25th August 2021 to request to reinstate the Town Crier in Llantwit Major. Councillor Dr Ellis addressed councillors that with the upcoming Queens Platinum Jubilee he would like Council to consider setting up a budget to reinstate a Town Crier for Llantwit Major. Councillor Foster stated that this matter has been considered before and he felt it was an unnecessary expense for the town. A vote took place.

RESOLVED: That the Town Crier will not be reinstated in Llantwit Major.

To discuss email re amendments to current Committees

Councillors had previously been circulated with an email from Councillor Dr Ellis, dated 25th August 2021 to discuss amendments to current Committees. Councillor Dr Ellis stated that he would like Councillors to consider the setting up of an Equality Committee, which could look at a broad range of topics including ageism, race etc as well as incorporating the Well Being of the Future Generations Committee which was disbanded in 2021. Councillors queried that Equality was usually dealt with at County Borough Level and topics described by Councillor Dr Ellis would not come under the Town Council remit/powers. The Town Clerk stated that Equality initiatives within the workforce were covered by the Working Group and Councillors signed the Code of Conduct to ensure they follow equality values. Councillor John stated that it would be useful to see a copy of the Terms of Reference for the Vale of Glamorgan Council Equality Committee to determine the topics/initiatives covered at county borough level.

RESOLVED: That Councillor John request a copy of the Terms of Reference for the Equality Committee for the Vale of Glamorgan Council. Bring findings back for further discussion.

To discuss Agenda Brief re Citizen Awards Event 2022

Councillors had previously been circulated with an Agenda Brief detailing if a Citizen Awards Event should be undertaken in April 2022. Councillor Foster informed Councillors that he felt the event should be deferred until later in 2022, early 2023 as there was still much uncertainty re the coronavirus pandemic and many groups/organisations had yet to return to full time programs/meetings. Councillor Mrs Hank endorsed these comments.

RESOLVED: That the Citizen Awards Event for April 2022 be postponed until April 2023.

To note Report on Meeting with Age Connects on 8th September 2021

Councillors had previously been circulated with a report on a Meeting with Age Connects on 8th September 2021. Councillor Dr Ellis stated that the meeting noted the following key points:

1. That Iltyds House (formerly WVICC) was near completion
2. That Paula Hodges post at Age Connects was unlikely to be funded/extended after March 2022.
3. Age Connect were locally short of volunteers
4. Age Connect had agreed to not do a Christmas party this year but instead provide Christmas hampers to their clients.

To adopt updated Lone Working Policy

Councillors had previously been circulated with the updated Lone Working Policy. Councillor Foster raised his concerns re staff working alone in the Office.

RESOLVED: That the updated Lone Working Policy be adopted.

To adopt updated Coronavirus (Covid 19) Policy

Councillors had previously been circulated with the updated Coronavirus (Covid 19) Policy.

RESOLVED: That the updated Coronavirus (Covid 19) be adopted.

761. FINANCE

Bank Reconciliation for period 1st April 2021 to 30th June 2021

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1st April 2021 to 30th June 2021. Noted.

Bank Reconciliation for period 1st July 2021 to 31st July 2021

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

Bank Reconciliation for period 1st August 2021 to 31st August 2021

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

Income for the period 22nd July 2021 to 23rd September 2021

Councillors had previously been circulated with a copy of the Income for the period 22nd July 2021 to 23rd September 2021. Noted.

Expenditure for the period 22nd July 2021 to 23rd September 2021

Councillors had previously been circulated with a copy of the Expenditure for the period 22nd July 2021 to 23rd September 2021. Noted.

To discuss renewing Field in Trust Membership

Councillors had previously been circulated with an email dated 30th July 2021 detailing renewing Field in Trust Membership.

RESOLVED: That the Field in Trust membership be renewed at a fee of £65.00.

To discuss purchase of Tide Tables for 2022

Councillors had previously been circulated with a letter dated 6th August 2021 to purchase Tide Tables for 2022. Councillors further discussed this matter.

RESOLVED: That 100 Tide Tables be purchased at a cost of £0.28 each plus P & P. If the general public wish to purchase a Tide Table from the Town Hall Offices they will be charged £0.30p per copy.

762. 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.

763. RECREATION AND OPEN SPACES

To discuss proposals from Avonmore re the Management of the Bowling Green for Autumn 2021 and Pre and Playing Season

Councillors had previously been circulated with proposals dated 23rd July 2021 from Avonmore re the Management of the Bowling Green for Autumn 2021 and Pre and Playing Season.

RESOLVED: That the proposals from Avonmore re the Management of the Bowling Green for Autumn 2021 and Pre and Playing Season be accepted.

To discuss Agenda Brief re Hirers of open spaces

Councillors had previously been circulated with an Agenda Brief re Hirers of open spaces. The Town Clerk confirmed that there had been no complaints from the general public re Forest School using Lorna Hughes Park. Councillors discussed if permission be extended for the group to use Lorna Hughes Park and if a charge should be given per session.

RESOLVED: That Forest School be given permission to continue to run sessions on Lorna Hughes Park. No charge will be requested for each session. If damage is incurred and maintenance required the hirer will be required to cover the repair costs.

To discuss email request from Llantwit Major Rugby Club to hold an annual bonfire display on the Recreation Field

Councillor G Morgan declared an interest.

Councillors had previously been circulated with a letter dated 22nd September from Llantwit Major Rugby Club to hold an annual bonfire display on the Recreation Field. Councillors noted that the Opens Spaces Application Form and Grant Request Form had arrived too late for the Full Town Council Meeting and would be taken to the Finance and Policy Committee Meeting for discussion and approval on the 14th October 2021.

RESOLVED: That permission be granted for Llantwit Major Rugby Club to hold an annual bonfire display on the Recreation field subject to them repairing any damage to the Recreation Field incurred by the event. The Town Clerk with Councillor Foster and Councillor Powell will inspect the Recreation field before and after the event.

764. CEMETERY

The following Burial matters were noted.

- 1) Burial of Janice Morgan (new plot) D40 on 2nd August 2021
- 2) Burial of Stuart Noah Sloan (new plot) E138 on 10th August 2021
- 3) Burial of cremated remains Norman Dalton (re-open plot) Hd4 on 12th August 2021
- 4) Burial of cremated remains Peter Alun Crowley (re-open) G119 on 24th August 2021
- 5) Burial of Sgt Josefa Naivalu (new plot) G101 on 27th August 2021
- 6) Burial of cremated remains Lesley Joyce Wilson (re-open plot) A84 on 3rd September 2021
- 7) Burial of Elizabeth Alice Trickey (new plot) K5 on 12th September 2021
- 8) Burial of cremated remains Elizabeth Ann Scagell (new plot) Md3 on 20th September 2021
- 9) Burial of cremated remains Gloria Dawn John (re-open plot) A158 on 23rd September 2021
- 10) Burial of cremated remains Brain Evans (new plot) Md4 on 24th September 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 1,2,5, 7, 8 and 10.

To discuss Agenda Brief re Memorial Application

Councillors had previously been circulated with an Agenda Brief re a Memorial Application. The Town Clerk informed Councillors that since the Agenda was issued the applicant has submitted an amended, smaller design.

RESOLVED: That the amended Memorial Application be approved for installation in the Boverton Cemetery.

765. TOWN HALL**To discuss update on Town Hall Exterior Lighting**

Councillors Foster updated Councillors re the tender, for Town Hall Exterior Lighting, that had been deferred at the Full Town Council Meeting on the August 2021 for further local organisations to be approached. Since this date Councillor Foster stated he had been advised of the local work undertaken by the original tendered company and wish to recommend to Councillors that the tender be bought back to the Finance and Policy Committee Meeting for further consideration.

RESOLVED: That the tender for the Town Hall Exterior Lighting be bought back to the next Finance and Policy Committee Meeting on the 14th October 2021.

To discuss email request for decorating front of Town Hall for Halloween

Councillors had previously been circulated with an email dated 23rd September 2021 requesting permission to decorate the front of the Town Hall in a Halloween theme from 18th October to 2nd November 2021 as part of a Vale of Glamorgan Council project (working in collaboration with Jamjar Consultants) to create a Halloween half term event for the towns of the Vale. Councillors discussed the type and quality of Halloween decorations that would be suitable to decorate the Town Hall. Councillors also noted that there are residents, that due to their religious beliefs, would not support a Halloween event.

RESOLVED: That permission be granted for the front of the Town Hall to be decorated in a Halloween theme between the 18th October 2021 and 2nd November 2021, subject to the decorations following a traditional Halloween theme and made to a high quality.

766. VALE OF GLAMORGAN COUNCIL

To discuss Statutory consultation on the Vale of Glamorgan Active Travel Network Map (ATNM)

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

Councillors had previously been circulated with the Statutory Consultation, dated 3rd August 2021, on the Vale of Glamorgan Active Travel Network Map (ATNM). Noted.

To discuss email received re improving how we work together – Vale Public Services Board and Town and Community Councils and invitation to attend a Meeting regarding Local places for Nature

Councillors had previously been circulated with an email dated 30th July 2021 re improving how we work together – Vale Public Services Board and Town and Community Councils and invitation to attend a Meeting regarding Local places for Nature. Noted.

To discuss email re Communities for Work (CFW) in our area

Councillors had previously been circulated with an email dated 17th September 2021 re Communities for Work (CFW) in our area. Councillors stated that organisations such as Vale Plus may benefit from CFW support. Noted.

To discuss letter re Street Cleaning in Llantwit Major

Councillors had previously been circulated with a letter dated 15th September 2021 re Street Cleaning in Llantwit Major. Councillor John stated that since the retirement of the street cleaner in Llantwit Major there had not been a regular cleaning program of the streets of the town, and this was particularly noticeable on a Saturday and Sunday morning. Councillors suggested inviting a representative from Environment and Housing Services to meet with Councillors to further discuss issues regarding street cleaning and litter in Llantwit Major.

RESOLVED: That Mr Colin Smith, Operational Manager for Neighbouring Services, be invited to a meeting with Town Councillors to further discuss street cleaning and litter in Llantwit Major.

To discuss Llanmaes Road Active Travel Route and comments received via email from Town Councillors

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

Councillors had previously been circulated with the Llanmaes Road Active Travel Route and comments received via email from Town Councillors.

Councillor Foster stated that he considered there were good and bad points regarding the Llanmaes Road Active Travel Route. He stated that the repair and widening of the pavements was a positive point however he had concerns re the narrowing of the road especially with the number of lorries, buses and tractors that regularly use Llanmaes Road.

Councillors queried how many local people would actually travel from Bro Tathan to the train/bus station by this route.

Councillor Dr Dickson stated there had only been 46 responses to the consultation.

Councillor Morgan raised concerns re additional planters suggested for along the pavements and thus creating further obstacles along the route.

Councillor Gant and Councillor Wilkie stated they were trying to liaise with the Emergency Services along Llanmaes Road re their views on the consultation.

Councillors also raised concerns re parking along the proposed narrower road and issue for residents reversing in and out of their properties.

RESOLVED: That the Town Council forward the following comments re the Llanmaes Road Active Travel Route:

“Whilst the Town Council welcomes the proposal to improve the quality and width of the pavement along Llanmaes Road they have concerns regarding the heavy vehicles (HGV lorries / buses / tractors) that regularly use the road and the impact that could result from the narrowing of the road. Further concerns were raised that residents parked cars or professionals visiting premises would impact on the flow of traffic with the narrowing of the road “.

To discuss public consultation re proposal to reduce speed limit to 20mph on residential streets

Councillors had previously been circulated with the public consultation dated 8th September 2021 re a proposal to reduce speed limit to 20mph on residential streets. Councillors discussed the financial implications of this proposal, stated the benefit of the speed limit in specific areas but also the difficulty of maintaining and enforcing the 20mph limit. Noted.

767. COMMUNITY CONSTABLE

To receive Community Constable report

PC J Williamson entered the Meeting and apologised for late arrival.

He stated that for September there had been 38 reported crimes. These figures included 8 assaults, 12 public order offences, 6 harassments, 7 criminal damages (cars sprayed with paint on West Camp) and 5 shop lifting offences. For the month of August there had been 28 recorded crimes. These included 7 assaults, 4 public order offences, 4 criminal damages, 4 shop lifting offences and 2 indecent exposures.

PC Williamson stated that last month there had been a total of 110 answered calls of which a third became reported crimes. He stated they intended to increase the presence in the town centre to prevent further shop lifting offences.

Councillor Wilkie expressed his continuing concerns re parking along Ham Lane East and Boverton Road at school pick up and drop off times. PC Williamson stated he had been liaising with the Road Safety Officer and the local Schools but would continue to patrol the area and take any necessary action.

Councillor Mrs Hanks stated she had received complaints from residents of Maes Illtuds re parking Saturday and Sunday morning in the area whilst football matches were being played on the Windmill Playing Field. Councillor Mrs Hanks asked if a meeting was arranged between the Football Club and residents would PC Williamson be able to attend. PC Williamson stated he would be prepared to attend proposed meeting.

Councillor Mrs Hanks also reported to PC Williamson anti-social behaviour in Lorna Hughes Park in the evenings. PC Williams stated he would organise further patrols of the park.

PC Williams noted Councillor Johns concerns re the speed of vehicles along Eagleswell and Boverton Road and was trying to organise another speed van to be situated at various points along these Roads.

Councillors requested a copy of the Llanmes Road Active Travel Scheme proposal to be forwarded to PC Williamson.

Councillor Powell thanked PC Williamson for his attendance and PC Williamson vacated the Meeting.

768. **WELSH GOVERNMENT**

To discuss letter from Cllr Joel James MS, Member of the Senedd for South Wales Central to discuss invitation to meet with Councillor

Councillors had previously been circulated with a letter dated 2nd August 2021 from Cllr Joel James MS, Member of the Senedd for South Wales Central to discuss invitation to meet with Councillor.

RESOLVED: That a letter be sent thanking Cllr Joel James MS for his invitation but at the present time there are no issues that the Town Council need to discuss.

To discuss Net zero carbon status by 2030: Public Sector Route Map

Councillors had previously been circulated with letter and document dated September 2021 discussing Net zero carbon status by 2030: Public Sector Route Map. Noted.

To note Cymru'n Cofio Wales Remembers Final Publication

Councillors had previously been circulated with a document dated 31st August 2021 detailing the Cymru'n Cofio Wales Remembers Final Publication. Noted.

To discuss consultation on the draft Local Elections (Principal Areas)(Wales) Rules 2021 and draft Local Elections (Communities)(Wales) Rules 2021

Councillors had previously been circulated with the consultation dated 12th August 2021 on the draft Local Elections (Principal Areas)(Wales) Rules 2021 and draft Local Elections (Communities)(Wales) Rules 2021. Noted.

To note Electoral Reform Newsletter August 2021

Councillors had previously been circulated with Electoral Reform Newsletter August 2021. Noted.

To discuss consultation on 'Shaping Wales' Future: Using national milestones and indicators to measure our nations progress

Councillors had previously been circulated with a consultation on ‘Shaping Wales’ Future: Using national milestones and indicators to measure our nations progress. Noted.

769. MISCELLANEOUS

To discuss email from resident re a memorial bench for the victims of Covid in Llantwit Major

Councillors had previously been circulated with an email dated 16th August 2021 from a resident re a memorial bench for the victims of Covid in Llantwit Major. Councillors further discussed a bench and felt that whilst the pandemic was still ongoing it was not the appropriate time to purchase and install a bench to the victims of Covid in Llantwit Major.

RESOLVED: That the request to purchase and install a memorial bench for the victims of Covid in Llantwit Major be deferred until the next 5 Year Plan Meeting.

To discuss letter from Ysgol Y Ddraig re parking on the streets around the school

Councillors had previously been circulated with a letter dated 16th July 2021 re parking on the streets around the school. Councillor discussed the issue with parking around the school and the flyer distributed to parents at drop off/ pick off time at school.

RESOLVED: That a letter be written to Ysgol Y Draig stating the Town Council sympathise with the ongoing issues with parking along the roads around the school at drop off and pick off time but unfortunately it is outside its powers or duties. Note that the Flyer that was not sent or endorsed by the Town Council.

To discuss email re new members for the Independent Monitoring Board at Parc Prison

Councillors had previously been circulated with an email dated 23rd August 2021 re new members for the Independent Monitoring Board at Parc Prison. Noted.

To note the initial proposal on the publication for changes to Parliamentary constituencies

Councillors had previously been circulated with the initial proposal on the publication for changes to Parliamentary constituencies. Noted.

To discuss Agenda Brief re donation of copies of ‘Llantwit Major in Lockdown’ to Vale of Glamorgan Library Services

Councillors had previously been circulated with an Agenda Brief re donation of copies of ‘Llantwit Major in Lockdown to Vale of Glamorgan Library Services.

RESOLVED: That three free copies of the ‘Llantwit Major in Lockdown’ book be given to the Vale of Glamorgan Library Services and a copy also be sent to the National Library of Wales.

SIGNED

MAYOR

DATED