

**LLANTWIT MAJOR TOWN COUNCIL**

**REPORT FROM REMOTE TOWN STUDY STEERING GROUP MEETING HELD AT 6.30PM, ON TUESDAY, 2<sup>nd</sup> NOVEMBER, 2021**

Present;                   Councillor                   Mr G Morgan (Chairperson)  
                                  Councillors                   Dr D Ellis  
  Mr G Thomas  
  Mr D Powell

Mr Christopher Edwards - Vale of Glamorgan Council Town Centre Development Officer  
Mrs H March - Llantwit Major History Society  
Mr John Deakin -  
Mr J Durrant - Bethel Baptist Church  
Ms Toni Marley – Llantwit Major Christmas Committee  
Mrs Patricia Lancaster – Llanilltud Fawr in Flower  
Mrs Sally Hanks – Vale of Glamorgan Councillor  
Mr M Neate  
Ms Rachel Connor – Chief Executive Officer, GVS

Apologies were tendered on behalf of;  
Councillor Mr R Gant  
Councillor Mrs G Hughes  
Councillor Dr P Dickson  
Mr W Norman  
Mr Jay Jones - Publican White Hart / Tudor Tavern  
Canon Edwin Counsell – St Illtyds Church  
Mr Ian Hunt – Filco Food Stores / Llantwit Major Chamber of Trade

Councillor G Morgan welcomed everyone to the Town Study Steering Group Meeting.

**Declaration of Interest Forms.**

There were no Declaration of Interest Forms received.

**30 Minute Presentation and question/answer session be EV Consultants regarding Electric Charging point**

Members and Councillors were provided with an informative presentation of Electric Charging points from Mr David Dean and Mr Regan Hardy of EV Consultants. A report of the meeting will be forwarded to Full Town Council for further discussion.

Councillor Morgan thanked Mr David Dean and Mr Regan Hardy for attending and they vacated the Meeting.

**Report of last Meeting held on 13<sup>th</sup> July 2021, ratified at the Full Town Council Meeting on the 29<sup>th</sup> July 2021**

Committee members had previously been circulated with a copy of the Report of the Town Study Meeting held on 13<sup>th</sup> July 2021, ratified at the Full Town Council Meeting on the 29<sup>th</sup> July 2021.

Councillor Mrs Hanks stated that under item 'To discuss Committee Members ideas for improving Llantwit Major Town and Community' it should read [c1v@valeofglamorgan.gov.uk](mailto:c1v@valeofglamorgan.gov.uk) and not as previously stated [cv1@valeofglamorgan.gov.uk](mailto:cv1@valeofglamorgan.gov.uk).

Mrs March stated her disappointment with the Flower Trail event in Llantwit Major town centre in August. She stated it lacked impact and very few people knew the event was even on. Noted.

**To note new representative to sit on Town Study Steering Group**

Councillor Morgan introduced members to Ms Rachel Connor from GVS who had been extended an invitation to sit on the Town Study Steering Group until April 2022. The terms of reference re membership of this Committee will then be reviewed at the Annual Meeting 2022.

Ms Connor stated that herself and Mr Graham Benfield will be the representatives that will attend Town Study Steering Group Meetings on behalf of GVS. She stated that Illtud House (previously known as the Western Vale Integrated Centre) was still undergoing refurbishment but hoped it would soon be able to re-open. GVS intend to relocate their main office to this location when work completed. Fun Foundation have also taken out a tenancy agreement to run a nursery from Illtud House. Ms Connor stated they were in discussion with Age Connect re moving into this location and hoped that a variety of additional tenants from the third section and commercial sector will take advance of the office / community space available.

Ms Connor stated that the CF61 had been operational prior to the pandemic and was now in the process of encouraging groups and organisations to return. The Food Share and Children's Contacts Services had continued from this base during Covid 19, and the building had been used by the GP Surgeries as a vaccination centre.

Ms Connor confirmed that at present the Youth Club had not re-opened however they were looking at alternatives ways to reintroduce youth services into the community. She stated that both Major Music and CAD (due to financial restraints/no available funding) are no longer sited at the CF61 Building. Ms Connor stated that Bro Radio had taken over the Music Studio, but it was still available if individuals/groups wished to record music. Councillor Thomas questioned if there was any opportunity that Major Music could return to the building. Ms Connor stated that Barry YMCA had no funding to enable them to continue Major Music in Llantwit Major.

Ms Connor confirmed she would send links to the Deputy Town Clerk to forward to Committee members of the facilities available at both Buildings.

Councillor Morgan thanked Ms Connor for a very comprehensive report.

**Update from Town Centres Development Officer**

Mr Christopher Edwards introduced himself to Committee Members.

Mr Edwards stated that Llantwit Major had a vacancy rate of 2% compared to the Welsh national average of 19%. Mr Deakin stated that two shops in the Precinct had become vacant since these figures had been produced.

Mr Edwards informed members they were in the process of working with Mr Hunt to place Footfall equipment, part of a Welsh government initiative, in the precinct (by Well Pharmacy) to measure footfall in the town. The equipment measures Wi-Fi devices from smart phones etc. He stated this information could provide useful information to improve the health and vitality of the town. It will provide information of days/times of days when the town is busy/less busy, which can then be passed onto local businesses. Councillor Thomas asked if Data Protection consideration re this equipment had been looked into. Mr Edwards confirmed that the Vale of Glamorgan Council are reviewing the data privacy requirements re this initiative.

Mr Edwards also stated that they were working with 'Llantwit in Bloom' on funding opportunities to replace the planters along Boverton Road.

Mrs Lancaster queried this matter and objected strongly to the organisations being called 'Llantwit in Bloom' when it is 'Llanilltud Fawr in Flower'. Mrs Lancaster stated that the planters and floral displays were owned and maintained by Llanilltud Fawr in Flower. They were funded by this group with financial assistance from the Town Council. She asked Mr Edwards to clarify this matter. Mrs March endorsed Mrs Lancaster comments.

**Recommended:** That Mr Edward to clarify the Vale of Glamorgan funding re Boverton Road planters and email the Deputy Town Clerk/Mrs Lancaster clarification regarding this matter.

#### **Update on Llantwit Major Chamber of Trade**

No update on Llantwit Major Chamber of Trade as Mr Hunt was unable to attend the Meeting.

#### **Update on Christmas 2021**

Toni Marley informed members that the Electrician would be commencing work on Monday 8<sup>th</sup> November to start erecting the Christmas lights around the town. Ms Marley confirmed that Mr Hunt was purchasing and installing additional lights in the Precinct to match those of the Christmas Light Committees. Therefore, there will be continuity through the town. There will be two Lantern workshops in CF61 and the lantern parade with start at 6pm on the 27<sup>th</sup> November 2021. The lights will be switched on during this parade. There will be no stalls and fairs. The parade will start at CF61 turn into Commercial Street, round the Cenotaph and the finishing point will be the Railway Station. Ms Marley wished to thank the Town Council and Mr Hunt for their continuing support.

#### **To discuss correspondence re condition of pavements in Llantwit Major**

Committee members had previously been circulated with correspondence from the Town Study Steering Group and the Vale of Glamorgan Council re the condition of pavements in Llantwit Major. Councillor Morgan thanked Mr Deakin for producing a comprehensive report on the pavements in the town that were in a poor state of repair. Mr Deakin disputed Mr Punters (Vale of Glamorgan Council) conclusions re the pavements in Llantwit Major. Mr Deakin questioned the 20mm rule as being acceptable and queried if these issues would indeed become part of the 3-year plan. He stated there had been adhoc repairs but no significant repairs. Mr Deakin raised concerns re the damage in Spitzkop to the pavements

due to the build work being undertaken. Councillor Mrs Hanks stated she would ensure the contractors repair any damage caused on completion of the build.

Councillor Dr Ellis raised concerns re wheelchair users/ mobility scooters/ parents with buggies/prams having to go on the road to avoid uneven pavements.

Members agreed unanimously that we should not accept these findings and continue to report issues of damaged pavements to the Vale of Glamorgan.

Rachel Connor stated that she knows of a voluntary organisation that undertake access surveys for those with disabilities and could look to see if they would undertake a survey in Llantwit Major.

**Recommended:** That members continue to report findings of damaged pavements to the Deputy Town Clerk. She will forward all damaged pavements raised to Mr Miles Punter of the Vale of Glamorgan Council.

Further

**Recommended:** That Rachel Connor to liaise with the voluntary organisation that undertake access surveys for those with disabilities and see if they would carry out a survey in Llantwit Major. Bring findings back to the next Town Study Steering Group Meeting.

Further

**Recommended:** That Councillor Mrs Sally Hanks bring up the concerns, re the state of the pavements of Llantwit Major, when she meets Mr Miles Punter, Director Visible Services and Housing, at a Vale Councillors Meeting in the new few weeks.

#### **To discuss correspondence re Street Cleaner in Llantwit Major**

Committee members had previously been circulated with correspondence from the Vale of Glamorgan Council dated 15<sup>th</sup> September 2021 re the street cleaner in Llantwit Major. The Deputy Town Clerk confirmed that following an informal Meeting with Mr Colin Smith, Operational Manager that a street cleaner was no longer employed in Llantwit Major, since the retirement of Malcolm David. Instead, they employ a mobile task team that clean the town and other areas of the Vale 7 days a week. Noted.

#### **To discuss correspondence re litter bins**

Committee members had previously been circulated with correspondence from the Vale of Glamorgan Council dated July/September 2021 and additional details of an informal meeting held between Town Councillors and Mr Colin Smith (Operational Manager, Neighbourhood Services). The Deputy Town Clerk informed members that the meeting was very informative, and Mr Smith had agreed to undertake a walk around Llantwit Major to review litter bins and litter throughout the town with Councillors on Monday 22<sup>nd</sup> November 2021 at 9am. The Deputy Town Clerk stated that any members wishing to attend were more than welcome to meet at the Town Hall on this date and time. Findings from the inspection will be brought back to the next Town Study Steering Group Meeting.

**To discuss Finger post sign for Lorna Hughes Park**

Committee members had previously been circulated with a letter sent to Transport for Wales re putting a finger post in Lorna Hughes Park directing the general public to the Train/Bus Station. Permission had been granted for a sign at a Full Town Council Meeting on the 27<sup>th</sup> February 2020.

Members noted that the initial idea was from Councillor Dr Dickson and as he was not able again to be present at this Meeting to discuss the matter further.

Councillor Mrs Hanks stated that it could be applied for as part of a Stronger Communities Grant when the next round of funding becomes available.

**Recommended:** When the next round of funding becomes available from the Stronger Communities Grant apply for the purchase and installation of a Finger Post Sign in Lorna Hughes Park.

**To further discuss the Glamorgan Star Newspaper**

Councillor Morgan informed members that this Agenda Item had been requested at July's Town Study Steering Group Meeting to discuss ways our town could be further represented in the newspaper.

Councillor Thomas stated it was important that as a town we send in more articles for publication so more news on Llantwit Major is reported in the newspaper.

Councillor Dr Ellis said that he knows the paper is available from Filco Food Stores but feels that additional outlets could also have copies to further promote the newspaper within the town.

Heather March stated how delighted she was to see a newspaper of local information being published since the demise of the Gem newspaper.

Mrs Connor stated that GVS provided regular releases to the Glamorgan Star and also try to place paid advertising to support the paper.

Councillor Dr Ellis stated he used to do a monthly report to the Gem when he was Mayor and maybe this could be considered when more events etc start to reconvene now Covid 19 restrictions are starting to lift.

**Recommended:** That Mr Deakin contact Glamorgan Star to see if additional outlets (e.g., COOP Food Store) could stock the fortnightly newspaper.

Further

**Recommended:** That members encourage organisations etc. to send articles into Glamorgan Star re events being undertaken in Llantwit Major

**To discuss ideas for planting trees along the boundary line of the Recreation Field**

Committee Members were previously circulated with an Agenda Brief re ideas for planting trees along the boundary line of the Recreation Field. Mr Neate informed members he had produced some designs looking at planting a few trees along the length of the Recreation Field (Ham Lane East). He stated he would like to plant single trees of different varieties. This would then be able to incorporate educational activities for children. Mr Neate stated that Tree planting will not only be aesthetically pleasing, provide shade/canopy area it is also noted to discourage crime in an area.

Councillor Thomas stated unfortunately planting trees in this area would encroach on the Rugby Pitches which require 5m additional play area from the touchline for players when they tackle etc. Councillor Powell stated logistically planting trees in this area would not be viable due to the proximity of the Rugby Pitches however he fully supports the planting of trees if an alternative area could be found. Councillors Mrs Hanks agreed that this was a great idea and would support the proposal if an alternative location could be sourced.

Mrs Connor stated that Mr Neate was welcome to look at planting trees on the CF61 site.

**Recommended:** That Mr Neate liaise with Rachel Connor re using CF61 as an alternative site for planting single trees of different varieties within the town.

**To discuss purchase of additional 'Love Llantwit Major' canvas bags**

Committee Members were previously circulated with an Agenda Brief re the purchase of additional canvas 'Love Llantwit Major' bags. The Deputy town Clerk stated that there were only 12 bags left out of the original stock. With the increase in tourist to the area and Christmas she felt that additional bags would be purchased. Members discussed the matter further.

**Recommended:** That an additional 50 canvas 'Love Llantwit Major' bags be purchased at a estimated cost of £110.00.

**To discuss enquiry re Llantwit Major Railway Bridge**

Committee Members were previously circulated with an Agenda Brief detailing a Network Rail enquiry to improve the path and bridge connecting the two Railway Platforms in Llantwit Major. The Deputy Town Clerk confirmed she had received no correspondence reference her enquiry. Committee members further discussed the condition of the path/bridge.

**Recommended:** That both the Deputy Town Clerk and Mr Edwards, from the Vale of Glamorgan Council, re submit enquiries (quoting original reference number) requesting an update on the enquiry to look at repairing the path and refurbishing the railway bridge at Llantwit Major Railway Station.

**To discuss Electric Notice Board for Town Centre**

Committee members had previously been circulated with an Agenda Brief detailing examples and costings of installing an Electric Notice Board in the town centre. The Deputy Town Clerk informed members she was looking at initial ideas for purchasing and installing either a free standing or wall mounted Electric Notice Board somewhere in the town centre. This would display local events, local jobs, birth, marriage and deaths and useful local community information. It would be updated regularly via a Memory Stick. The Deputy Town Clerk stated her initial idea was to look at running this as a Town Study Steering Group Project. Initial costings were around £8000. The Deputy Town Clerk stated funding would need to be sourced if such a project was to be undertaken. She asked members their thoughts on an electric notice board, possible locations prior to taking back to Council for further consideration.

Mrs Connor stated she would ask Mr Rees (GVS Funding Advisor) of possible fundings sources that may be available for this potential project.

Mrs Lancaster felt this was a good idea and would fill a void in Llantwit Major as a place to post futures events/ local news.

Councillor Thomas stated a wall mounted Notice Board on the side of the new build café being installed in the Precinct would be an excellent location for a digital notice board.

Mr Durrant asked if an impact analysis had been undertaken of the benefit of installing a digital notice board. The Deputy Town Clerk confirmed that this was only a potential project idea and no survey etc had yet to be undertaken.

Mrs March questioned the work required to maintain a Digital Notice Board with up-to-date news.

**Recommended:** That the purchase and installation of a Digital Notice Board be put to the next Five-Year Plan Meeting for discussion, to determine if it is a viable Project for the Town Council to move forward with.

**To discuss Action Tracker detailing all projects undertaken and outstanding within the Town Study Steering Group**

Committee Members had previously been circulated with an Action Tracker detailing all projects undertaken and outstanding within the Town Study Steering Group. Noted.

**To further discuss Committee Members ideas for improving Llantwit Major Town and Community**

Mike Neate stated he was part of a community project working with the local police and Vale of Glamorgan Council to clear a disused area behind the garages of Andrews Court. Thanks to lots of donations the area has been cleared, a chipping path installed, trees to be planted and an outdoor learning area to be created. At present he is working with St Illtyds Primary School re the educational area. Mr Neate stated there had been fabulous community spirit and he would distribute photographs of the area to members.

Mr Neate stated he would be interested to hear of any other areas in the town that need a similar community project to be undertaken. Noted.

**Date of Next Meeting.**

The date of the next Town Study Steering Group Meeting will be held on 8<sup>th</sup> February 2022 at 7pm, venue to be confirmed dependent upon latest Coronavirus Legislation.