

Minutes of the Meeting of Llantwit Major Town Council held remotely on Thursday 24<sup>th</sup> February 2022 at 7.05pm

PRESENT;        Chairman –        Councillor Mr D Powell (z) - Town Mayor

                         Councillors        Mr D Foster (z)        )

                                                        Mr E Williams (z)        ) NORTH WARD

                                                        Dr D Ellis (z)        )

                                                        Dr P Dickson (z)        )

                                                        Mr G John (z)        ) WEST WARD

                                                        Mr G Wilkie (z)        )

                                                        Mr G Thomas (z)        ) SOUTH EAST WARD

                                                        Mr G Morgan (z)        )

                                                        Mrs G Hughes (z)        ) BOVERTON WARD

                                                        Mr R Gant (z)        )

                                                        Mrs S Hanks (z)        )

Note: (Z) - Remotely by Zoom

Councillor Powell informed Councillors that PC J Williamson had advised that he would be late for the Meeting

Apologies were received from:

Councillor Mrs J Norman – prior commitment  
 Councillor J Evans - Illness  
 Mr Adley Curtis – Youth Council – prior commitment

Declaration of Interest Forms were received from:

Pursuant to the requirements of this Councils Code of Conduct, Councillor Mr G John declared an interest under Vale of Glamorgan Council, Item 2, To discuss letter re addition of a footpath from adopted highway at Boverton Mill Road, Boverton, Llantwit Major, Item 3 To discuss letter re Stradling Park, Llantwit Major and under Development, Item 2 To discuss email re Planning Application 2008/01155/FUL – Griffith House, Church Lane, Llantwit Major.

Pursuant to the requirements of this Councils Code of Conduct, Councillor Mrs S Hanks declared an interest under Vale of Glamorgan Council, Item 2, To discuss letter re addition of a footpath from adopted highway at Boverton Mill Road, Boverton.  
 Officer.

Pursuant to the requirements of this Councils Code of Conduct, Councillor Mr E Williams declared an interest under Development, Item 2 To discuss email re Planning Application 2008/01155/FUL – Griffith House, Church Lane, Llantwit Major.

**831. MINUTES****Full Town Council Meeting held 27<sup>th</sup> January 2022**

The minutes of the Full Town Council Meeting held on the 27<sup>th</sup> January 2022, had previously been circulated to Council Members. Councillor Williams requested that under Miscellaneous, To discuss email to purchase a picture of Llantwit Major it is updated to state that ‘Councillor Williams declared an interest and vacated the Council Chamber’ and not as previously stated ‘Councillor Williams declared an interest’.

**RESOLVED:** That subject to the above amendments the minutes of the Full Town Council Meeting held on 27<sup>th</sup> January 2022 be adopted and accepted as a true record.

**Matters Arising**

There were no matters arising.

**Fairtrade Forum Meeting held 3<sup>rd</sup> February 2022**

The minutes of the Fairtrade Forum Meeting held on 3<sup>rd</sup> February 2022, had previously been circulated to Council Members.

**RESOLVED:** That the minutes of the Fairtrade Forum Meeting held on 3<sup>rd</sup> February 2022 be accepted as a true record and all recommendations be actioned by the Town Clerk.

**Matters Arising**

The were no matters arising.

**Platinum Jubilee Committee Meeting held 3<sup>rd</sup> February 2022**

The minutes of the Platinum Jubilee Committee Meeting held on 3<sup>rd</sup> February 2022, had previously been circulated to Council Members.

**RESOLVED:** That the minutes of the Platinum Jubilee Committee Meeting held on 3<sup>rd</sup> February 2022 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 8<sup>th</sup> February 2022**

The minutes of the Planning Committee Meeting held on the 8<sup>th</sup> February 2022, had previously been circulated to Council Members.

**RESOLVED:** That the minutes of the Planning Committee Meeting held on 8<sup>th</sup> February 2022 be accepted as a true record and all recommendations be actioned by the Town Clerk.

**Matters Arising**

The were no matters arising.

**Town Study Steering Group Meeting held 8<sup>th</sup> February 2022**

The minutes of the Town Study Steering Group Meeting held on 8<sup>th</sup> February 2022, had previously been circulated to Council Members.

Councillor Dr Ellis stated that under Update from Town Centre Development it should read ‘Neighbourhood Watch Meeting as a Safer Vale Partnership representative’ and not as previously stated ‘Save the Vale’ Meeting as a representative of the Neighbourhood Watch Scheme’.

**RESOLVED:** That subject to the above amendments the minutes of the Town Study Steering Group Meeting held on 8<sup>th</sup> February 2022 be accepted as a true record and all recommendations be actioned by the Town Clerk.

#### **Matters Arising**

The were no matters arising.

#### **Working Group Meeting held 15<sup>th</sup> February 2022**

The minutes of the Working Group Meeting held on 15<sup>th</sup> February 2022, had previously been circulated to Council Members. Councillor Dr Ellis stated that under Proposed new Hirers for the Old School it should read ‘trialing the project’ and not as previously stated ‘trailing the project’.

**RESOLVED:** That subject to the above amendments the minutes of the Working Group Meeting held on 15<sup>th</sup> February 2022 be accepted as a true record and all recommendations be actioned by the Town Clerk.

#### **Matters Arising**

The were no matters arising.

#### **832. SIGNING OF MINUTES**

##### **Signing of Minutes of Previous Meeting**

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

#### **833. TOWN MAYOR**

##### **Questions to the Town Mayor**

There were no questions to the Town Mayor.

#### **834. YOUTH COUNCIL**

##### **Youth Activity Progress**

No Youth Council representative was present.

##### **To note minutes of Llantwit Youth Council Meeting on 27<sup>th</sup> January 2022**

Councillors had previously been circulated with the minutes of Llantwit Youth Council Meeting held on 27<sup>th</sup> January 2022. Noted.

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

There were no Agenda Items to discuss.

835. **COUNCIL MEETINGS****Meetings for Month of March 2022**

Councillors had previously been circulated with Meetings for the Month of March 2022. Noted.

836. **PERSONNEL****Verbal Update on appointment of Community Engagement Administrator**

Councillors were updated that Mrs Louise Taylor had successfully been appointed Community Engagement Administrator and would assume the position on the 1<sup>st</sup> April 2022.

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

The Town Clerk reported that the three new pieces of Adult Play Equipment would be installed on the Recreation Field week commencing 28<sup>th</sup> February 2022.

She confirmed that part of the hedge around the war memorial graves was in the process of being replaced.

The Town Clerk confirmed that following the storm over the weekend 11<sup>th</sup> to 13<sup>th</sup> February 2022 two trees had blown over. One on the Recreation Field and one at Lorna Hughes Park. Both trees were removed within 48 hours. She also confirmed that a resident's wall backing onto Seaview Park had collapsed in the Storms. The Town Clerk confirm she had held a Site Visit with a Civil Engineer from Vale of Glamorgan Council to discuss the safety of the remaining wall. She has consulted with the resident of the property who will be looking at replacing the wall. A barrier has been placed around the area (for the general public's safety) until the wall is replaced or removed.

**Action Tracker**

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

**To note report with Age Connect, Jane Hutt MS, GVS, Vale of Glamorgan Council Officers and Local Councillors regarding provision for older people in Llantwit Major and Western Vale**

Councillors had previously been circulated with a report dated 28<sup>th</sup> January 2022 with Age Connects, Jane Hutt MS, GVS, Vale of Glamorgan Council Officers and Local Councillors regarding provision for older people in Llantwit Major and Western Vale. It was confirmed to Councillors that Iltyd House was the new name for the WVICC Building. Councillor Dr Ellis stated that Age Connects will be reallocating to Iltyd House creating a hub/one-stop shop for the elderly. They will be initially setting up upstairs but once all renovation work is completed on the building their base will be relocated downstairs.

**Report of Llantwit Major Food Poverty Project Meeting**

Councillors had previously been circulated with a report dated 17<sup>th</sup> February 2022 of a Llantwit Major Food Poverty Project Meeting. Councillor Dr Ellis stated that the Food Poverty Project Team had gathered all their research and were now looking at tackling the issues. Councillor Dr Ellis stated that the Meeting had been very productive, and he noted the importance of communication between all parties in progressing this project forward.

**To amend date of Annual Meeting 2022 to 19<sup>th</sup> May 2022.**

Councillors were advised that due to Council Elections and Holiday commitments that the Annual Meeting be rescheduled to the 19<sup>th</sup> May 2022.

**RESOLVED:** That the date of the Annual Meeting be amended to the 19<sup>th</sup> May 2022.

**To review Standing Orders with amended updates re multi location meetings**

Councillors had previously been circulated with amendments to Standing Orders re multi location Meetings.

**RESOLVED:** That the amendments to Standing Orders re multi locations Meetings be accepted.

**To adopt Policy and Protocol on Multi Location Meetings**

Councillors had previously been circulated with the Policy and Protocol on Multi Location Meetings

**RESOLVED:** That the Policy and Protocol on Multi Location Meetings be adopted.

**838. FINANCE**

**Bank Reconciliation for period 1<sup>st</sup> January 2022 to 31<sup>st</sup> January 2022**

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1<sup>st</sup> January 2022 to 31<sup>st</sup> January 2022. Noted.

**Income for the period 20<sup>th</sup> January 2022 to 17<sup>th</sup> February 2022**

Councillors had previously been circulated with a copy of the Income for the period 20<sup>th</sup> January 2022 to 17<sup>th</sup> February 2022. Noted.

**Expenditure for the period 20<sup>th</sup> January 2022 to 17<sup>th</sup> February 2022**

Councillors had previously been circulated with a copy of the Expenditure for the period 20<sup>th</sup> January 2022 to 17<sup>th</sup> February 2022. Noted.

**To discuss Agenda Brief re donation of prizes for the Fairtrade Foundations Fortnight Vale-Wide Youth Creative Competition**

Councillors had previously been circulated with an Agenda Brief re donation of prizes for the Fairtrade Foundations Fortnight Vale-Wide Youth Creative Competition.

**RESOLVED:** That permission be granted to donate £30.00 for prizes to the Foundations Fortnight Vale-Wide Youth Creative Competition.

**To discuss quotation for cleaning and repairing Town Hall Clock**

Councillors had previously been circulated with a quotation dated 15<sup>th</sup> February 2022 for cleaning and repairing the Town Hall Clock. Councillors discussed the quotation and if the annual service should be undertaken by the same company. It was confirmed to Councillors that a decision had been taken at the Full Town Council Meeting on the 16<sup>th</sup> December 2021 for the Annual Services to be carried out by 'Best Clock Man'. The Town Clerk informed Councillors that the quotation figure include inspection and resetting the hammer. For this work to be undertaken additional monies would need to be budgeted for the hire of a Cherry Picker.

**RESOLVED:** That a quotation of £5990.00 exc. vat with 'The Cumbria Clock Company' be accepted to repair and clean the clock subject to the confirmation of a 10 year guarantee against failure through faulty workmanship or materials.

Further

**RESOLVED:** That permission be granted to hire a Cherry Picker up to £2000 to cover resetting the hammer mechanism when the Town Hall Clock is cleaned and repaired.

Further

**RESOLVED:** That all monies come out of the Town Council Reserves Account.

**To discuss and confirm Budget for Youth Council**

Councillors had previously held an informal meeting with Tara Reddy, Senior Youth Manager from the Vale of Glamorgan Council re an update on Llantwit Major Youth Council and the problems faced during the pandemic and detailing their future plans for recruitment. Councillors discussed budget requirements for Llantwit Youth Council for financial year 2022/23.

**RESOLVED:** That a budget for Llantwit Youth Council for 2022/23 of £6250.00 be accepted. This will be reviewed at the end of 2022, to determine the success of Llantwit Youth Council recruitment drive before setting the 2023/24 budget.

**839. 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 discuss email re Planning Application 2008/01155/FUL – Griffith House, Church Lane, Llantwit Major**

Councillor G John and Councillor E Williams declared an Interest.

Councillors had previously been circulated with an email dated 10<sup>th</sup> February 2022 detailing a response from the Vale of Glamorgan Council Planning Department re Planning Application 2008/01155/FUL – Griffith House, Church Lane, Llantwit Major. Councillor noted that Griffith House was now known as ‘White Cottage’. Councillors expressed their frustration at the length of time it has taken the Planning Department to undertake any actions reference the removal of the caravan from the site. Noted.

**840. CEMETERY**

The following Burial matters were noted.

1. Burial of Alun Lewis Ham (new plot) D19 on 4th February 2022
2. Burial of cremated remains David Arthur Williams (new plot) Md7 on 7th February 2022
3. Burial of John Anthony Griffin (new plot) E60 on 11th February 2022
4. Burial of Florence Munn (re-open plot) C202 on 16<sup>th</sup> February 2022

**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 and 3.

**841. RECREATION AND OPEN SPACES**

**To discuss request from pre-season dressing of the Bowling Green by Avonmore Associates Ltd**

Councillors had previously been circulated with a request dated 17<sup>th</sup> January 2022 for the pre-season dressing of the Bowling Green by Avonmore Associates Ltd.

**RESOLVED:** That permission be granted for the pre-season dressing of the Bowling Green by Avonmore Associates Ltd at a cost of £435.00 exc. vat.

**To discuss letter from Llantwit Major Bowls Club re alterations to the Sports Pavilion**

Councillors had previously been circulated with a letter from Llantwit Major Bowls Club re alterations to the Sports Pavilion. Councillors discussed the request to remove the toilet and wash basin from the centre of the pavilion, the wall between kitchen and toilet be removed and incorporate the extended area as a Bar.

**RESOLVED:** That permission is granted for the Llantwit Major Bowl Club to undertake alterations to the Sports Pavilion subject to all works and costs being organised and paid for by the Bowls Club.

**To discuss email re update on Floodlight Project at Llantwit Major Tennis Club**

Councillors had previously been circulated with an email dated 6<sup>th</sup> February 2022 re an update on the Floodlight Project at Llantwit Major Tennis Club. The Town Clerk informed Councillors that the Project was progressing well, the lighting columns had been installed and the Floodlight System was still on for a completion date of the 14<sup>th</sup> March 2022.

**RESOLVED:** That following approval from the Social Club Legal Representative that their contribution for the Floodlight Project be transferred to the Tennis Club Account.

**To discuss email re request to plant a tree for the Queens Jubilee from MOD St Athan**

Councillors had previously been circulated with an email dated 14<sup>th</sup> February 2022 re request to plant a tree for the Queens Jubilee from MOD St Athan. Councillors discussed various locations where a tree could be planted including outside the Cemetery Gates and at St Illtuds Church.

Councillor Williams, Councillor Mrs G Hughes and Councillor Dr Ellis abstained from voting.

**RESOLVED:** That Cannon Edwin Counsell be contacted to ask if they would consider having a tree planted in their Church Yard for the Queens Jubilee from MOD St Athan.

**842. VALE OF GLAMORGAN COUNCIL**

**To discuss email re Invitation to Vale Public Services Board / Town and Community Council Exchange Meeting**

Councillors had previously been circulated with an email dated 11<sup>th</sup> February 2022 re an Invitation to Vale Public Services Board / Town and Community Council Exchange. Councillors discussed who will attend the Meeting on the 8<sup>th</sup> March 2022.

**RESOLVED:** That Councillor Dr P Dickson will attend the Vale Public Services Board / Town and Community Council Exchange Meeting on the 8<sup>th</sup> March 2022.

**To discuss letter re addition of a footpath and adopted highway at Boverton Mill Road, Boverton, Llantwit Major**

Councillor Mrs S Hanks and Councillor G John declared an Interest.

Councillors had previously been circulated with a letter from the Director of Environment and Housing Services, dated 10<sup>th</sup> February 2022, re addition of a footpath and adopted highway at Boverton Mill Road, Boverton, Llantwit Major. Noted.

**To discuss letter re Stradling Park, Llantwit Major**

Councillor G John declared an Interest.

Councillors had previously been circulated with a letter from the Director of Environment and Housing Services, dated 16<sup>th</sup> February 2022, re Stradling Park, Llantwit Major. Councillors noted that the Cabinet had agreed in principle to the transfer of Stradling Park to Llantwit Major Town Council on a 99 year lease. It was hoped the transfer would be completed by August 2022.

**To note revised Winter of Wellbeing Funding Guidance for Applicants February 2022**

Councillors had previously been circulated with the revised Winter of Wellbeing Funding Guidance for Applicants February 2022. Noted.

**843. MISCELLANEOUS****To discuss email from resident regarding road speed limit along High Street**

Councillors had previously circulated with an email dated 7<sup>th</sup> February 2022 from a resident regarding the road speed limit along the High Street. Councillors stated they had also received concerns from residents of vehicles speeding along Cowbridge Road leading into the High Street, Councillors stated that they had received verbal communication from Mr Miles Punter, Director of Environment and Housing Services, that the Welsh Government from 2023 were reviewing speed limits in all areas and it was expected that all 30mph areas would be reduced to 20mph.

**RESOLVED:** That an email be sent to the resident noting his concerns re speeding along High Street and informing him of Mr Miles Punters update re Welsh Government plans to review all speed limits from 2023.

**To discuss Dwr Cymru Welsh Waters Draft Water Resources Management Plan 2024 – Pre-Consultation**

Councillors had previously been circulated with a document dated February 2022 re the Dwr Cymru Welsh Waters Draft Water Resources Management Plan 2024 – Pre-Consultation. Noted.

**To discuss email from ‘Climate Conservations’ Group re climate change and Vale of Glamorgan Councils Project Zero initiatives**

Councillors had previously circulated with an email dated 10<sup>th</sup> February 2022 from ‘Climate Conservations’ Group re climate change and Vale of Glamorgan Councils Project Zero initiatives. Councillors stated that they were waiting on the Vale of Glamorgan Council to finalise their Project Zero initiatives. Once informed of their goals, the Town Council can look at formulating their way forward.

**RESOLVED:** That an email be sent to the ‘Climate Conservations’ Group stating the Town Council is supportive of Project Zero and working towards addressing climate change where it can. Confirm that once the Vale of Glamorgan Council have finalised their Project Zero initiatives the Town Council will look at how they can also move forward with this project.

**To discuss email from Mr J Blackman MBE re Meeting with Town Mayor**

Councillors had previously circulated with an email dated 16<sup>th</sup> February 2022 from Mr J Blackman MBE requesting an informal meeting with the Town Mayor to talk about the changes to Llantwit Major and how he could support the town in the future.



**RESOLVED:** The Town Mayor liaises with Mr J Blackman MBE confirming he would be delighted to have an informal Meeting with him on the 25<sup>th</sup> March 2022 when he is visiting the town.

**844. COMMUNITY CONSTABLE**

**To receive Community Constable report**

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

He stated that for the month of January 2022 there had been 19 reported crimes. These included 2 criminal damages, 1 shop lifting and 4 minor assaults. PC Williamson stated there had been an increase in anti-social behaviour with large groups of youths accumulating at the Precinct, Train Station and Lorna Hughes Park. The increased police presence in these areas will be continued.

PCSO Rhiannon Cummings is setting up a Suicide Prevention Project in the CF61 Building on the 15<sup>th</sup> March 2022 and welcomes any representatives from the Town Council to attend.

Councillor Thomas stated he had received complains of anti-social behaviour at the Football Club on the Windmill Playing Field. PC Williamson stated he would consult with residents in the area and suggest that a representative of the Football Club attend the next Pub Watch Meeting.

Councillor Mrs Hanks asked if PC Williamson’s monthly crime figures include IT Fraud. PC Williamson stated that these figures are not recorded by local forces but are collated via the online reporting tool ‘Action Fraud’. He noted if the fraud however is confined to our locality (effects vulnerable people) the local police will conduct further enquiries.

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

SIGNED .....

DATED .....

MAYOR