

**LLANTWIT MAJOR TOWN COUNCIL**

**REPORT FROM HYBRID TOWN STUDY STEERING GROUP MEETING HELD AT 7.000PM, ON TUESDAY, 12<sup>th</sup> JULY 2022 IN THE COUNCIL CHAMBER, OLD SCHOOL**

Present;	Councillor Councillors	Mr G Morgan (Chairperson) Dr D Ellis (via zoom) Mr G Thomas Mr D Powell Mrs G Hughes Mr J Lewis Mr D Foster
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Mr Christopher Edwards - Vales Town Centre Development Officer (via zoom)  
Mrs H March - Llantwit Major History Society  
Mr Jay Jones - Publican White Hart / Tudor Tavern  
Mrs Patricia Lancaster – Llanilltud Fawr in Flower  
Mr J Durrant - Bethel Baptist Church  
Mrs Sally Hanks – Vale of Glamorgan Councillor

Apologies were tendered on behalf of;  
Councillor Dr P Dickson  
Councillor John Deakin  
Mr W Norman  
Mr M Neate  
Mr G Benfield, GVS  
Mr Ian Hunt – Filco Food Stores / Llantwit Major Chamber of Trade  
Ms Toni Marley – Llantwit Major Christmas Committee

Councillor G Morgan thanked everyone for their attendance and welcome the newly elected members to the Town Study Steering Group Meeting.

**Declaration of Interest Forms.**

There were no Declaration of Interest Forms received.

**Report of last Meeting held on 8<sup>th</sup> February 2022, ratified at the Full Town Council Meeting on the 24<sup>th</sup> February 2022**

Committee members had previously been circulated with a copy of the Report of the Town Study Meeting held on 8<sup>th</sup> February 2022 and ratified at the Full Town Council Meeting on the 24<sup>th</sup> February 2022. Noted.

**To introduce the newly appointed Community Engagement Administrator to Committee Members**

Councillor Morgan introduced Louise Taylor the Town Councils newly appointed Community Engagement Administrator to Committee Members. Louise Taylor informed members that her role will incorporate promoting the Town Council, offering support and guidance to local

organisations within the town, working with the Youth Council and arranging future events for Llantwit Major.

**To review Terms of Reference and Group Membership**

Committee members had previously been circulated with the Terms of Reference for the Town Study Steering Group. Members discussed the composition of the group, in particular school representation and local business representation.

**Recommended:** That a representative from Llantwit Major Comprehensive School be invited to attend the next Town Study Steering Group Meeting to further links between the school and the community.

**Update from Town Centres Development Officer**

Mr Christopher Edwards introduced himself to Committee Members.

Mr Edwards stated at present they were undertaking the Annual Commercial Retail Survey for 2022 was being undertaken. The 2021 vacancy rates for Llantwit Major were set at 2.9% well below the Welsh and UK averages (i.e., Welsh average retail vacancy rate 16.9% and UK average retail vacancy rate 14.1%).

Mr Edwards stated that the equipment (measuring Wi-Fi devices from smart phones) to monitor the footfall in the town centre of Llantwit Major had been installed at the Well Pharmacy located in the Precinct. There was an ongoing issue with the broadband supply which he hoped would be resolved shortly and the equipment would then be fully operational.

Councillor Mrs Hanks raised concerns re the overgrown plants and weeds at the newly refurbished area of the Railway Station in Llantwit Major. Mrs March and Mrs Lancaster both endorsed that Llanilltud Fawr in Flower had made it quite clear to the Vale of Glamorgan Council they could not take on responsibility for these new beds once erected. Mrs Lancaster also queried if a regular maintenance program was in place for this area. Mr Edwards stated he was in the process of looking into this matter with the Vale Councils Parks Department.

Mrs Lancaster asked Mr Edwards if he had any update on the CCTV cameras throughout the town as there had been a spate of vandalism within the Precinct. Councillor Foster stated it would be useful to receive a report from the Community Safety Team of the CCTV detailing when they will be operational again, how many are in the town and where the footage will be monitored from?

**Recommended:** That Mr Edwards liaise with the relevant parties within the Vale of Glamorgan Council to look into the clearance of the weeds , overgrown plants from the Planters at the Railway Station and confirm that a regular maintenance program is being put in place. Bring confirmation of agreed Maintenance Program back to the next Town Study Steering Group Meeting.

**Recommended:** That Mr Edwards liaise with the Community Safety Team re the latest update on the CCTV cameras in Llantwit Major and request a Report detailing

number of CCTV cameras in the town, which cameras are operational and where the footage is displayed from. The Deputy Town Clerk also to write to the Community Safety Team of the Vale of Glamorgan council requesting a Report of the above information.

**Update on Llantwit Major Chamber of Trade**

No update on Llantwit Major Chamber of Trade as Mr Hunt was unable to attend the Meeting. Members noted a letter received from a concerned resident re the condition of an area of pavement in the Precinct.

**Recommended:** That the letter from resident re the condition of an area of pavement in the Precinct be forward to Mr Hunt of Filco Food Stores.

**Update on completed and planned projects undertaken by Llantwit Major Town Council**

Committee members had previously been circulated with completed and planned projects undertaken by Llantwit Major Town Council. Councillor Morgan updated members on various projects that had been successfully completed.

Councillor Powell informed members that the Town Council had given permission to obtain costings/feasibility of installing a lift in the Town Hall.

Mrs March was updated by Councillors of the exact location of Stradling Park withing the Town.

Councillor Lewis queried if the new Fire Alarm equipment installed in the Sports Pavilion underwent regular safety checks. The Deputy Town Clerk confirmed regular checks were undertaken.

**To discuss update on Project Zero plans**

Louise Taylor updated Committee members that she had been in discussion with Tom Bowring and his Project Zero Team as the way forward for Llantwit Major in working towards the 2030 project zero goal. It had been agreed that the Youth Council would drive Project Zero forward in Llantwit Major and were keen to focus on the cost of living , in specific with reference to transport and food/food waste and had started to look at doing a survey on the cost of living and how it affects the youth of the town. Louise confirmed that Project Zero would be further discussed at the next Youth Council Meeting.

Councillor Dr Ellis asked if there had been any updates re when the Vale of Glamorgan Council would be installing electric car charging points in the town and where they would be located?

**Recommended:** That a letter be written to Tom Bowring, Project Zero and the Highways Department of the Vale of Glamorgan Council requesting an update on when and where electric car charge points will be installed in Llantwit Major.

**To note successful Application from Vale Project to improve Food Access for Llantwit Major**

Committee members had previously been circulated with details of the successful Application from Vale Project to improve Food Access for Llantwit Major.

Councillor Dr Ellis updated members that the grant of £98,702 was to be spent on Food Access Projects over the next 5 years in Llantwit Major. He stated that part of the grant was to purchase and install a digital notice board in the town. Vale Project had agreed for the Town Council to take ownership of the Digital Notice Board Project. The Deputy Town Clerk asked members if they had any suggestions for a visible position, in the centre of town, to install the Notice Board. She suggested somewhere in the Precinct where there is the highest footfall. Councillor Morgan and Mrs Lancaster both stated their preference for the installation of the Notice Board in the old part of the Town, for example the Town Hall Car Park.

Mr Durrant queried duplicating Food Bank projects. He noted that there were at least 3 food project schemes within the town and it was important that there was coordination between all parties so there is not a duplication of efforts and resources.

**Recommended:** That Councillor Dr Ellis and Louise Taylor will raise Mr Durrant concerns re duplicating efforts of food bank resources at the next Llantwit Major Food Access Meeting and advise Mr Durrant accordingly.

Further

**Recommended:** That the Deputy Town Clerk and Louise Taylor meet with Mr Ian Hunt to determine a location for the Digital Notice Board in the town centre Precinct.

**To discuss Application for Grant Funding to refurbish the 13 blue plaques around Llantwit Major**

Committee members had previously been circulated with details of an Application sent to the National Lottery Grants for Heritage to refurbish the 13 blue plaques around Llantwit Major. The Deputy Town Clerk hoped to hear within two months if the bid was successful.

Mrs March stated that the Dovecot although part of the trail does not have a blue plaque and she would like to see one put near the site to explain to tourist the significance of the site, as well as signs from the Church leading to the Dovecot detailing the historical trail. Councillor Powell stated that work was nearly completed on refurbishing the Well by Downcross Barn and would like it to be considered for a blue plaque.

Councillor Mrs Hanks stated the next round of Stronger Community Grants would be opening shortly and this could be considered to apply for.

**Recommended:** That Councillor Mrs Hughes and Mrs Lancaster liaise with Canon E Counsell re the work already undertaken reference a historical trail between the Church and Dovecot. Dependent upon findings a site meeting be held with representatives from St Illtyds Church and the Town Council to look at further requirements for signage in the area.

Further

**Recommended:** If determined that new signage/plaques/historical trail would benefit the historical and tourist aspect of Llantwit Major, the Town Council can complete a Stronger Community Grant Application for the project.

**To discuss Ogi Cefnogi Fund**

Louise Taylor updated committee members of the availability of the Ogi Cefnogi Fund which can provide local organisations with micro-grants of up to £250.00. She stated the Application Form was on their website if any organisations wish to apply. Louise said that Ogi implied that they were keen to not only provide funds for the local community but also offer help as well.

**To discuss Agenda Brief re 'Paperless' Meetings**

Councillor Morgan updated members on the Town Councils objective to encourage Councillors to go 'Paperless' at Full Town Council Meetings. The Council are looking at purchasing a couple of 'tablets' to assist with this process. Councillor Lewis asked how many boxes of photocopier paper the Council purchase in a year. The Deputy Town Clerk stated she would look back over last year's purchases. Mr Durrant stated he would be happy to undertake paperless meetings. Mrs March, Mrs Lancaster and Mr Jones all stated they would still prefer paper copies of the Agenda /Attachments. Noted.

**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.

Councillor Powell asked if there was any update on changing the old concrete bins at the beach to sealed/covered bins.

Councillor Dr Ellis asked if there had been any response from Transport Wales re update on repainting the bridge and resurfacing/repairing the bridge path.

The Deputy Town Clerk confirmed to members she had received a letter from the Principality Building Society stating they are unable to consider putting an ATM outside their building as there is insufficient space.

Deputy Town Clerk stated that the Action Tracker item re an outdoor cinema event could be looked at again for next year and queried if any funding opportunities were available.

Councillor Thomas confirmed he was liaising with Mr Colin Smith, Vale of Glamorgan Council re pedestrian safety at school drop off/ pickup along Boverton Road.

Mr Edwards stated that there is still no update of when the Great British High Street Awards may restart.

Members noted that there was an additional wooden planter opposite Brook Cottage, College Street that had not be considered replacing when the recyclable barrel planters were looked at being updated. The other 3 planters were situated under Welcome to Llantwit Major signs. Members noted that the wooden planter opposite Brook Cottage was in a state of disrepair.

**Recommended:** That the Deputy Town Clerk write to Adam Sargent , Neighbourhood Services Manager asking if there is any update on when the open concrete bins sited at the beach will be replaced with sealed/closed top bins.

Further

**Recommended:** That the Deputy Town Clerk write to Transport Wales requesting an update on repainting the railway foot bridge and resurfacing/repairing the bridge footpath.

Further

**Recommended:** That Mr Edwards review any funding opportunities available within the Vale of Glamorgan Council and forward finding back to the Town Council.

Further

**Recommended:** That the wooden barrel by Brook Cottage be removed and not replaced.

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

The Deputy Town Clerk asked members for ideas for potential events/projects that the Town Study Steering Group could undertake. The following suggestions were considered:

1. Councillor Mrs Lancaster suggested a Pride Festival. The first event had proved very successful for the town and local businesses.
2. Councillor Foster suggested that members look at projects to get rid of the weeds and rubbish throughout the town. Purchasing equipment and setting up volunteer groups to work to clear debris/overgrown grass verges in our town.
3. Mrs March stated she would like to reintroduce the project to look at replacing all the unsightly poles and wires around the Cenotaph.
4. Mr Durrant suggested we ask the local schools and Youth Council what ideas they think could improve our town.

**Recommended:** That information is sought re how to organise funding and voluntary groups for litter picking, clearing weeds / overgrown grass verges around our town. Liaise with Cowbridge Town Council who have undertaken a similar voluntary litter picking project. Bring findings back to the next meeting.

Further

**Recommended:** Email local schools and Youth Council re their ideas for improving our town/town centre. Bring findings back to the next meeting.

### **Date of Next Meeting.**

The date of the next Hybrid Town Study Steering Group Meeting will be held on 8<sup>th</sup> November 2022 at 7pm, Council Chamber, Old School, Llantwit Major.