

Minutes of the Hybrid Meeting of Llantwit Major Town Council held in the Council Chamber, Old School and remotely via zoom on Thursday 28th July 2022 at 7.05pm

PRESENT; Chairman – Councillor Mr G Thomas) - Town Mayor

 Councillors Mr D Foster)
 Mr E Williams) NORTH WARD
 Dr D Ellis)

 Mr G John) WEST WARD
 Mr D Powell)

 Mr J Lewis) SOUTH EAST WARD
 Mr G Morgan)

 Mr W Norman) BOVERTON WARD
 Mrs S Hanks)
 Mr J Deakin)
 Mrs G Hughes)

Note: (Z) - Remotely by Zoom

Apologies were received from:

Councillor Dr P Dickson – Family circumstances

Councillor Mrs J Norman - Prior Family commitment

Declaration of Interest Forms were received from:

Pursuant to the requirements of this Councils Code of Conduct, Councillor Mr W Norman declared an interest under Miscellaneous, Item 1, To discuss letter from The Crown Estate dredging off Llantwit Major.

49. MINUTES

Full Town Council Meeting held 30th June 2022

The minutes of the Full Town Council Meeting held on the 30th June 2022, had previously been circulated to Council Members.

RESOLVED: That the minutes of the Full Town Council Meeting held on 30th June 2022 be adopted and accepted as a true record.

Matters Arising

There were no matters arising.

Planning Committee Meeting held 29th June 2022

The minutes of the Planning Committee Meeting held on 29th June 2022, had previously been circulated to Council Members.

RESOLVED: That the minutes of the Planning Committee Meeting held on 29th June 2022 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

Councillor Powell informed Councillors that additional objections re Planning Application 2022/00703/FUL had been forwarded to the Vale of Glamorgan Planning department due to additional documentation being uploaded onto the Planning Portal after the Committee had met and responded to this Application.

Town Hall Working Group Meeting held 4th July 2022

The minutes of the Town Hall Working Group on 4th July 2022, had previously been circulated to Council Members.

RESOLVED: That the minutes of the Town Hall Working Group held on 4th July 2022 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

The Town Clerk confirmed that two Tablets had been purchased and Councillor Mrs Hanks was trialling one of the Tablets at this evenings Full Town Council Meeting.

Foothpath Forum Meeting held 9th July 2022

The minutes of the Footpath Forum Meeting held on 9th July 2022, had previously been circulated to Council Members.

RESOLVED: That the minutes of the Footpath Forum Meeting held on 9th July 2022 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 6th July 2022

The minutes of the Allotment Sub Committee Meeting held on 6th July 2022, had previously been circulated to Council Members.

RESOLVED: That the minutes of the Allotment Sub Committee Meeting held on 6th July 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 12th July 2022

The minutes of the Town Study Steering Group Meeting held on 12th July 2022, had previously been circulated to Council Members. Councillor Dr Ellis stated the under Action Tracker he did not comment on the additional wooden planter at Odney Brook. Councillors noted the planter was opposite Brook Cottage, College Street and the minutes should be amended accordingly to reflect the correct location of the wooden planter and to remove Councillor Dr Ellis name from this item.

RESOLVED: That subject to the above amendments the minutes of the Town Study Steering Group Meeting held on 12th July 2022 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

50. PUBLIC QUESTION TIME

To receive any questions from members of the public in accordance with Standing Orders and Town Council Public Question Time Protocol

No members of the public attended the Meeting.

51. 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.

52. TOWN MAYOR

Town Mayors events attended 1st July 2022 to 31st July 2022

Councillors had previously been circulated with the Town Mayor events attended 1st July 2022 to 31st July 2022. Councillor Thomas informed Councillors that July had been a very busy and enjoyable month of events. Noted.

Questions to the Town Mayor

There were no questions to the Town Mayor.

53. COMMUNITY CONSTABLE

To receive Community Constables report

There was no Community Constable available this month to provide a report.

To discuss email from concerned resident re traffic using B4265

Councillors had previously been circulated with an email dated 7th July 2022 from a concerned resident reference the speed and noise of traffic along the B4265. Councillors further discussed this matter. Councillor Norman raised concerns re vehicles speeding along Eagleswell Road.

RESOLVED: That a letter be sent to the Llantwit Major Police Station and Go Safe Partnership asking if mobile speed cameras could be set up along B4265 to monitor the speed of vehicles using this road.

**54. YOUTH COUNCIL
Youth Activity Progress**

There were no Youth Council representatives present to provide a Youth Activity Progress Report.

To note minutes of Llantwit Youth Council Meeting on held on 26th June 2022

Councillors had previously been circulated with the minutes of Llantwit Youth Council Meeting on held on 26th June 2022. Noted.

To discuss any Agenda items as highlighted by the Youth Council

There were no Agenda Items to discuss.

**55. COUNCIL MEETINGS
Meetings for Month of August & September 2022**

Councillors had previously been circulated with Meetings for the Months of August and September 2022. Noted.

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

The Town Clerk informed Councillors that she had received notification from Just Be Counselling that they were giving 3 months' notice on the room that they hire in the Old School.

The Town Clerk confirmed that Councillor Powell, the Community Engagement Administrator had met with Ms Rachel Carter (the local Places for Nature Officer, One Voice Wales) regarding possible environmental projects that the Town Council could undertake .

The Town Clerk stated they showed Ms Carter 3 potential sites. These being the overgrown area at the back of West Street pond, Stradling Park and the area at the bottom of the Recreation Fields (potential wild garden area). Ms Cater was confident funding would be available for Stradling Park and West Street Pond. The Town Clerk asked Councillors if they thought it viable to start advertising for local volunteers to offer support with work in Stradling Park, despite still waiting for the formalised lease agreement from the Vale of Glamorgan Council.

She informed Councillors that a meeting would be organised by the Community Engagement Administrative with Councillor Powell, Councillor Foster and Councillor Thomas to discuss the way forward with this and other community projects.

The Town Clerk confirmed she had formally received a letter of resignation from Mrs Frances Butler , Administrative Assistant, effective from the 31st December 2022.

To receive update report on Community Liaison Committee Meeting

Councillor Thomas updated Councillors on the Community Liaison Committee Meeting he had recently attended. He stated some Town and Community Councils had raised their disappointment with the lack of Police representatives at their Council Meetings. Councillor Thomas stated that he and Councillor Mrs Hanks informed the Meeting that Llantwit Major Town Council do not have any problems with their Local Police Representatives attending Meetings and have a very good working relationship with them.

Councillor Thomas informed Councillors that the Fire Service recorded up to 8 assaults a day on their crews.

Councillor Thomas stated that the Agenda Item request by Llantwit Major Town Council to receive all Planning Applications re TPO'S was refused. The Vale Planning Department stated that there was no requirement under the Planning Regulation guidelines to provide these Applications to Town and Community Councils.

To receive update report of St Athan Community Councils Meeting with Mr David George, Project Manager Bro Tathan

Councillor Powell updated Councillors on a Meeting he attended with St Athan Community Council and Mr David George, Project Manager Bro Tathan. Mr George provided an update for the present and future plans for the Bro Tathan site. He stated the site employed 1,200 people. The site is following a carbon footprint plan and aims to increase job opportunities in the future years to three and a half thousand. Mr George confirmed that there is designated land set aside for the Active Travel Plan, all Utilities are being updated on the site and additional land being set aside as candidate land on the LDP. Mr George also stated that the proposed Art Sculptures on the Bro Tathan site are no longer going ahead and the monies have been reallocated to other projects on the site. Councillor Powell advised that St Athan Community Council had requested three meetings a year with Bro Tathan to provide regular updates on the activities and plans for the site.

To receive update report of Climate Conversations Meeting held on 16th July 2022

Councillor John confirmed that he had attended the Climate Conversation Meeting on the 16th July 2022. He stated 20 people were present and discussed varying topics including:

1. Value in the community
2. Reducing carbon footprint re our energy and food supply
3. Revise/repair and recycle items on our journey
4. Encourage use of Public Transport

It was confirmed that the Vale of Glamorgan Council had leased 12 new electric vehicles and were aiming in the future to install 3 electric charging points at the following sites:

Town Hall Car Park
 Railway Station Car Park
 Leisure Centre Car Park

Councillor John further discussed the ongoing problems with recycling within the Vale and the way forward re Llantwit Major Food Bank projects.

To receive report of Age Connects Meeting on 21st July 2022

Councillors had previously been circulated with a report dated 21st July 2022 of the Age Connects Meeting. Councillor Dr Ellis stated that Age Connects move to Illtuds House had been completed however there were concerns reference the size of the office, access for clients and the office not able to support a wellbeing hub for elderly residents of the town. Noted.

To note July 2022 update from Community Engagement Administrator

Councillors had previously been circulated with an update from the Community Engagement Administrator dated July 2022. Noted.

To discuss email from Mr David George, Project Manager Bro Tathan re giving an update on the development of the Bro Tathan Business Park to Llantwit Major Town Council

Councillors had previously been circulated with an email dated 13th July 2022 from Mr David George, Project Manager Bro Tathan re giving an update on the development of the Bro Tathan Business Park to Llantwit Major Town Council. Councillor Powell suggested asking a

representative from Bro Tathan to provide a short presentation before a Full Town Council Meeting. Councillors further discussed the number of presentations required a year and inviting other neighbouring community councils

RESOLVED: That permission be granted to invite Mr David George, Project Manager Bro Tathan to give and an update on the development of the Bro Tathan Business Park before an Autumn Full Town Council Meeting. That representatives from Llanmaes Community Council and St Athan Community Council be invited to attend.

Action Tracker

Councillors had previously been circulated with an up to-date Action Tracker. Councillor Powell stated that with reference to looking at installing a lift in the Town Hall he would start looking at grant funding opportunities for installing a lift in the Town Hall. The Town Clerk confirmed that the surveys for installing a lift in the Town Hall and improving disabled access in Llantonian Hall were being undertaken on the 16th August 2022. Noted.

57. FINANCE

Bank Reconciliation for period 1st June 2022 to 30th June 2022

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1st June 2022 to 30th June 2022. Noted.

Bank Reconciliation for period 1st April 2022 to 30th June 2022

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1st April 2022 to 30th June 2022. Noted.

Income for the period 24th June 2022 to 21st July 2022

Councillors had previously been circulated with a copy of the Income for the period 24th June 2022 to 21st July 2022. Noted.

Expenditure for the period 24th June 2022 to 21st July 2022

Councillors had previously been circulated with a copy of the Expenditure for the period 24th June 2022 to 21st July 2022. Noted.

To discuss Agenda Brief re lease of Town Council Van

Councillors had previously been circulated with an Agenda Brief re lease of Town Council Van.

RESOLVED: That the existing Town Council Van be kept on an extended lease Hire Agreement for an additional year.

To discuss Agenda Brief re booking Touring Pantomime for January 2023

Councillors had previously been circulated with an Agenda Brief re booking the Touring Pantomime for Llantonian Hall for two shows on the 5th January 2023.

RESOLVED: That permission be granted to book the touring pantomime for two shows on the 5th January 2023 at a cost of £1200.

58. 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.

59. CEMETERY

The following Burial matters were noted.

1. Burial of cremated remains David Barry Gray (new plot) Me1 on 8th July 2022
2. Burial of cremated remains Kay & David Howard Johnes (new plot) Me2 on 11th July 2022
3. Burial of Hazel Carver & Phillip George Carver (new plot) A90a on 19th July 2022
4. Burial of Phillip Brian Trollope (new plot) K7 on 25th July 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, 3 & 4.

60. RECREATION AND OPEN SPACES**To discuss Annual Contract charges for the Management of the Bowling Green for Autumn 2022 and Pre and Playing Season 2023**

Councillors had previously been circulated with the Annual Contract charges dated 11th July 2022 for the Management of the Bowling Green for Autumn 2022 and Pre and Playing Season 2023.

RESOLVED: That permission be granted to accept the Annual charges for the Management of the Bowling Green for Autumn 2022 and Pre and Playing Season 2023.

To discuss letter from resident re disabled access at the 'Kissing Gate' along Boverton Road into the Recreation Field

Councillors had previously been circulated with a letter dated 3rd July 2022 from a resident re disabled access at the Kissing Gate along Boverton Road into the Recreation Field. Councillor Thomas informed Councillors there was a disabled access to the Recreation Field further along Boverton Road although he did note that the path along Boverton road needed widening because the grass verge is receding over the path. Councillors further discussed ownership of the hedge, kissing gate, bank and pathway and options for improving access onto the site.

RESOLVED: That a letter be written to the Vale of Glamorgan Council asking if they would consider improving the access to the site by:

- a) Widening the path, by cutting back the verge/bank along Boverton Road.
- b) Creating a path to the Kissing Gate along Boverton Road into the Recreation Field.

Bring findings back to Septembers 2022 Full Town Council Meeting.

To discuss email re the uncut verges along Boverton Road and the path in the Rugby Club Car Park

Councillors had previously been circulated with an email dated 13th July 2022 re the uncut verges along Boverton Road and the path in the Rugby Club Car Park. Councillor Mrs Hanks raised her

frustrations re the uncut verges along Boverton Road and the path leading from the Rugby Club Car Park to Llantonian Hall. Councillor Dr Ellis raised concerns re the weeds, graffiti outside the White Lion Public House and by the Public Telephone Box along the High Street. Councillors Hughes noted the overgrown hedges/brambles along Boverton Road. Councillors discussed the overall problem with litter and weeds throughout the town and their disappointment that other towns in the Vale had a dedicated Street Cleaners and Llantwit Major did not. Councillor Powell requested a copy of the Maintenance Plan from the Vale of Glamorgan Council reference the cutting of the grass/verges and litter/street cleaning program. Councillor John stated that the Vale of Glamorgan Council had no man power to inspect the work undertaken in the town. He suggested the possibility of looking into Community Service Projects that could be set up within the town to clear verges and pick up litter.

RESOLVED: That Mr Miles Punter from the Vale of Glamorgan Council be asked to attend the next Working Group Meeting to discuss Llantwit Major ongoing issues re uncut verges, hedges and litter. Request he provides a copy of the Vale of Glamorgan Council Maintenance Plan with reference to these topics.

To discuss Agenda Brief re Skip for Allotment Site

Councillors had previously been circulated with an Agenda Brief re Skip for Allotment Site. Councillors further discussed providing a skip for tenants to dispose of unwanted waste from their Allotment Plots.

Councillor Mrs Hanks abstained from voting.

RESOLVED: That permission be granted to order a skip in September 2022 for 1 day from Nolan Skips at a cost of £276.00 inc. vat for tenants to dispose of unwanted waste from their Allotment Plots.

61. TOWN HALL

To discuss email re leasing the Town Hall Car Park from Vale of Glamorgan

Councillors had previously been circulated with an email dated 18th July 2022 re leasing the Town Hall Car Park from Vale of Glamorgan Council. Councillor Foster asked Councillors if they would consider writing to the Vale of Glamorgan Council to lease the Town Hall Car Park for a peppercorn rent. Councillor Foster stated the Car Park would be a useful asset to obtain as the Town Council wish to use the area to put on more community events for the town.

RESOLVED: That a letter be written to Mr Miles Punter, Vale of Glamorgan Council enquiring the possibility of Llantwit Major Town Council leasing the Town Hall Car Park from the Vale of Glamorgan Council.

To discuss request to display a banner outside the Town Hall promoting the Vale of Glamorgan Walking Festival 2022

Councillors had previously been circulated with an email dated 15th July 2022 re a request to display a banner outside the Town Hall promoting the Vale of Glamorgan Walking Festival 2022.

Councillors further discussed this request and raised concerns if a banner is erected on the Town Hall it is in the height of the tourist season as well as a venue for wedding receptions over the next two months. It was noted that the banner would impact on photographs of the Town Hall.

RESOLVED: That permission is not granted to display a banner outside the Town Hall to promote the Vale of Glamorgan Walking Festival.

62. WELSH GOVERNMENT

To note the report re ongoing plans to introduce a default urban speed limit of 20mph throughout Wales in 2023.

Councillors had previously been circulated with a report dated 6th July 2022 re ongoing plans to introduce a default urban speed limit of 20mph throughout Wales in 2023. Councillors stated that they were opposed to this urban speed limit and considered it not to be a safe speed to drive and do not consider that it will be more environmentally friendly (as stated in the report).

RESOLVED: That a letter be written to Julie James AS/MS, Minister for Climate Change, stating that Llantwit Major Town Council oppose the plans to introduce a default urban speed limit of 20mph throughout Wales in 2023 as they consider the 20mph speed limit difficult to drive and enforce and disagree that this reduced speed will have any beneficial impact on the environment.

To note correspondence regarding the ongoing National Survey for Wales

Councillors had previously been circulated with a letter dated 13th July 2022 regarding the ongoing National Survey for Wales, being undertaken at present in our area. Noted.

63. VALE OF GLAMORGAN COUNCIL

To note email re Annual Report S106 Agreements 2021/22

Councillors had previously been circulated with an email dated 30th June 2022 re the Annual Report S106 Agreements 2021/22. Noted.

To discuss proposal to relocate the specialist resource base at Llandough Primary School to Ysgol Y Ddraig from January 2023

Councillors had previously been circulated with an email dated 13th July 2022 stating the proposal to relocate the specialist resource base at Llandough Primary School to Ysgol Y Ddraig from January 2023. Councillor Mrs Hanks stated that the resource base was for Speech and Language and would incorporate 2 classes of 6 children. Noted.

To discuss email re the opening of Strong Communities Grant

Councillors had previously been circulated with an email dated 19th July 2022 re the opening of the Strong Communities Grant. Councillors discussed various projects that the Town Council could apply for including, refurbishment of blue plaques, purchase and install additional blue plaques and setting up a History Trail through the town.

RESOLVED: That permission be granted for the Town Hall Staff to review potential project ideas and have authority to complete and return a Strong Communities Grant to the Vale of Glamorgan Council based on their project findings.

To discuss email detailing a consultation on revised School and College Transport Policy
Councillors had previously been circulated with an email dated 12th July 2022 detailing a consultation on revised School and College Transport Policy. Noted.

To discuss next meeting of the Vale Public Services Board and Town and Community Councils on 7th September 2022

Councillors had previously been circulated with an email dated 18th July 2022 re the next meeting of the Vale Public Services Board and Town and Community Councils on 7th September 2022.

RESOLVED: That Councillor William will attend the next meeting of the Vale Public Services Board and Town and Community Councils on 7th September 2022.

64. MISCELLANEOUS

To discuss letter from the Crown Estate detailing dredging off Llantwit Major

Councillor W Norman declared an interest.

Councillors had previously been circulated with a letter dated 15th July 2022 from the Crown Estate detailing dredging off Llantwit Major. Noted.

To note letter from Mrs Heather March MBE

Councillors had previously been circulated with a letter dated 11th July 2022 from Mrs Heather March MBE regarding Llantwit Major Town Councils Civic Service. Noted.

To note thank you letter from ‘Mum in the City of Kielce’ Foundation

Councillors had previously been circulated with a thank you letter from ‘Mum in the City of Kielce’ Foundation. Noted.

To discuss attendance to the Innovative Practice Conference – 14th September 2022

Councillors had previously been circulated with an email and documentation dated 14th September 2022 reference attendance to the Innovative Practice Conference – 14th September 2022.

RESOLVED: That permission be granted for a member of Staff from the Town Hall Office to attend via zoom the Innovative Practice Conference on the 14th September 2022 at a cost of £45.00.

SIGNED

DATED

MAYOR