

Minutes of the Hybrid Meeting of Llantwit Major Town Council held in the Council Chamber, Old School and remotely via zoom on Thursday 29th September 2022 at 7.05pm

PRESENT;	Chairman –	Councillor Mr G Thomas)	- Town Mayor
	Councillors	Mr D Foster)	
		Dr D Ellis)	NORTH WARD
		Dr P Dickson)	
		Mr G John)	WEST WARD
		Mr J Lewis)	SOUTH EAST WARD
		Mr G Morgan)	
		Mr W Norman)	BOVERTON WARD
		Mrs S Hanks)	
		Mr J Deakin)	
		Mrs G Hughes)	
		Mrs J Norman (Z))	

PC Jamie Williamson (Z) – arriving late due to prior commitment

Mr Adley Curtis - Llantwit Youth Council (Vale of Glamorgan Council)

Elanor Fife - Llantwit Youth Council

Note: (Z) - Remotely by Zoom

A minute silence will be observed in memory of Queen Elizabeth II who passed away on Thursday 8th September 2022.

Apologies were received from:

Councillor D Powell – On Holiday

Councillor E Williams – Work Commitment

Declaration of Interest Forms were received from:

Pursuant to the requirements of this Councils Code of Conduct, Councillor Mr G Morgan declared an interest under Finance, Item 9, To discuss Grant Aid Application from Llantwit Major Rugby Club re assisting funding for Firework Display and under Recreation and Open Spaces, Item 2, To discuss Open Spaces Hiring Form from Llantwit Major Rugby Club request to hold a Fireworks Display on the 5th November 2022.

Councillor Thomas asked permission to bring forward Agenda Item Youth Council.

65 . ITEMS BROUGHT FORWARD
YOUTH COUNCIL

Youth Activity Progress

Adley Curtis informed Councillors that they had successfully recruited six new members. Adley stated they would continue to try and recruit members aged 15 years and above. He stated they had recently undertaken a litter pick around the Recreation Field, the Leisure Centre area and under the Black Bridge leading into Bedford Rise. Mr Curtis stated that they were pleased to find little

litter in these areas. He asked if Councillors had any further areas, they would like the Youth Council to undertake litter picking in. He stated they were considering undertaking litter picking in the area around Stradling Park and looking at organising a beach clean.

Mr Curtis informed Councillors they were looking further into a project they could undertake for Project Zero. The Youth Council are going to write to Mr Hunt to see if a water fountain could be installed in the Precinct.

RESOLVED: That any suggestions Councillors have for areas to litter pick in the town be reported to Councillor Thomas who will then pass on to the Youth Council.

To discuss any Agenda items as highlighted by the Youth Council

There were no Agenda Items to discuss.

The Youth Council representatives vacated the Council Chamber

66. MINUTES

Full Town Council Meeting held 28th July 2022

The minutes of the Full Town Council Meeting held on the 28th July 2022, had previously been circulated to Council Members.

RESOLVED: That the minutes of the Full Town Council Meeting held on 28th July 2022 be adopted and accepted as a true record.

Matters Arising

There were no matters arising.

Planning Committee Meeting held 21st July 2022

The minutes of the Planning Committee Meeting held on 21st July 2022, had previously been circulated to Council Members.

RESOLVED: That the minutes of the Planning Committee Meeting held on 21st July 2022 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

Planning Committee Meeting held 10th August 2022

The minutes of the Planning Committee Meeting held on 10th August 2022, had previously been circulated to Council Members. Councillors noted the under the Planning Application 2022/00862/FUL, Proposal it should read 'New ramped access and new entrance door in place of the existing window to the side of the property' and not as previously stated 'Change of use and extension and revised access and car parking arrangements to form six residential units'.

RESOLVED: That subject to the above amendments the minutes of the Planning Committee Meeting held on 10th August 2022 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

Allotment Sub Committee Meeting held 15th August 2022

The minutes of the Allotment Sub Committee Meeting held on 15th August 2022, had previously been circulated to Council Members.

RESOLVED: That the minutes of the Allotment Sub Committee Meeting held on 15th August 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 1st September 2022

The minutes of the Planning Committee Meeting held on 1st September 2022, had previously been circulated to Council Members.

RESOLVED: That the minutes of the Planning Committee Meeting held on 1st September 2022 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

Footpath Forum Meeting held 5th September 2022

The minutes of the Footpath Forum Meeting held on 5th September 2022, had previously been circulated to Council Members.

RESOLVED: That the minutes of the Footpath Forum Meeting held on 5th September 2022 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

The were no matters arising

Citizen Awards Meeting held 13th September 2022

The minutes of the Citizen Awards Meeting held on 13th September 2022, had previously been circulated to Council Members.

RESOLVED: That the minutes of the Citizen Awards Meeting held on 13th September 2022 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

67.

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.

68. 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.

69. TOWN MAYOR**Town Mayors events attended 1st August to 30th September 2022**

Councillors had previously been circulated with the Town Mayor events attended 1st August 2022 to 30th September 2022. Councillor Thomas informed Councillors that the Town Twinning trip he and his consort had attended in Le Pouliguen had been a busy but very enjoyable event. Noted.

Deputy Town Mayors events attended 1st August to 30th September 2022

Councillors had previously been circulated with the Deputy Town Mayor events attended 1st August 2022 to 30th September 2022. Noted.

Questions to the Town Mayor

There were no questions to the Town Mayor.

70. COUNCIL MEETINGS**Meetings for Month of October 2022**

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

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

The Town Clerk informed Councillors that effective from 1st October 2022 Microsoft had implemented additional authorisation checks for businesses using shared points. She asked that Councillors bring into the Town Hall Office a mobile phone, laptop/tablet device they use to access their Sharepoint so that the Town Clerk can update their authorisation permissions accordingly.

To note August/September 2022 update from Community Engagement Administrator

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

Action Tracker

Councillors had previously been circulated with an up to-date Action Tracker. Councillor Dr Ellis asked for an updated on the purchase of the wooden barrels for placing underneath the Welcome to Llantwit Major signs. The Town Clerk confirm that the wooden planters were now in situ and planted ready for Councillor Dr Ellis and his team to commence watering. Noted.

To discuss Agenda Brief re Walkers are Welcome Steering Group and Application Form

Councillors had previously been circulated with an Agenda Brief re Walkers are Welcome Steering Group and Application Form. Councillors further discussed the setting up of a Walkers are Welcome Steering Group. Councillors noted that the Town Council could not form or lead a

Walkers in Welcome Steering Group but could only sit as a representative on the group. Councillors further discussed the benefits of the Walker in Welcome brand to the town.

RESOLVED: That no further action be taken in pursuing the application to gain membership to Walkers are Welcome.

To discuss report re ‘Cost of Living Crisis’

Councillors had previously been circulated with a report of a meeting re ‘Cost of Living Crisis’. Councillor Dr Ellis stated he had attended this ad hoc meeting looking into ways the town could help with the cost of living crisis.

RESOLVED: That the Town Council does not have the facilities and resources at the present time to play a coordinating role in the cost of living crisis.

To adopt Training Policy and Statement of intent for Councillors and Employees

Councillors had previously been circulated with the Training Policy and Statement of intent for Councillors and Employees. The Town Clerk informed Councillors that under the Local Government Act 2021 legislation a Training Policy and Statement of intent for Councillors and Employees must be adopted by November 2022.

RESOLVED: That the Training Policy and Statement of intent for Councillors and Employees be adopted and published on the Llantwit Major Town Council Website.

To discuss attending online conference on 27th October 2022 on ‘the importance of Community and Town Councils in building resilient spaces for nature’.

Councillor had previously been circulated with an email dated 21st September detailing an online conference on the 27th October 2022 on ‘the importance of Community and Town Councils in building resilient spaces for nature’.

RESOLVED: That the Community Engagement Administrator attend the online conference on the 27th October 2022 on ‘the importance of Community and Town Councils in building resilient spaces for nature’.

72. FINANCE

Bank Reconciliation for period 1st July 2022 to 31st July 2022

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1st July 2022 to 31st July 2022. Noted.

Bank Reconciliation for period 1st August 2022 to 31st August 2022

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1st August 2022 to 31st August 2022. Noted.

Income for the period 22nd July 2022 to 21st September 2022

Councillors had previously been circulated with a copy of the Income for the period 22nd July 2022 to 21st September 2022. Noted.

Expenditure for the period 22nd July 2022 to 21st September 2022

Councillors had previously been circulated with a copy of the Expenditure for the period 22nd July 2022 to 21st September 2022. Noted.

To discuss Agenda Brief re update on Stronger Communities Grant Fund Application

Councillors had previously been circulated with an Agenda Brief re update on Stronger Communities Grant Fund Application. Councillors were advised that a Stronger Communities Grant Fund Application had been submitted to cover the refurbishment of blue plaques around the town and the purchase and storage of two marquees for use at community functions and events.

RESOLVED: That retrospective permission is granted to submit the Stronger Communities Grant Fund to cover the refurbishment of blue plaques around the town and the purchase and storage of two marquees for use at community functions and events.

To discuss Tidal Press Tide Tables for 2023

Councillors had previously been circulated with a letter dated 3rd August 2022 re the purchase of Tide Tables for 2023.

RESOLVED: That permission be granted to purchase one hundred Tide Tables for 2023 at a cost of 30p each.

To give permission to pay invoice from Vale of Glamorgan Council re local Government Elections 5th May 2022

Councillors had previously been circulated with an Invoice dated 5th September 2022 from the Vale of Glamorgan Council re local Government Elections 5th May 2022 for the total sum of £9816.78. Councillors further discussed the Invoice.

RESOLVED: That an email be sent to the Vale of Glamorgan Council requesting :

- a) A detailed breakdown of the charges for the local Government Elections 5th May 2022.
- b) That the Invoice can be paid in two instalments.

To discuss Grant Aid Application from Llantwit Major Rugby Club re assisting funding for Firework Display

Councillor Morgan declared an interest.

Councillors had previously been circulated with a Grant Aid Application from Llantwit Major Rugby Club re assisting funding for Firework Display.

RESOLVED: That permission be granted to give £500.00 to Llantwit Major Rugby Club re assisting the funding towards the Annual Firework Display to take place on the Recreation Field on 5th November 2022.

To discuss Agenda Brief re Town Mayors Chain of Office

Councillors had previously been circulated with an Agenda Brief detailing the proposed alteration of the Town Mayors Chain of Office.

RESOLVED: That permission be granted to send the Town Mayors Chain of Office to Fattorinis for alteration at a total sum of all works of £2600.00.

73.

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 further discuss Planning Application 2008/01155/FUL (Griffith House, Church Lane)

Councillors had previously been circulated with an Agenda Brief re the Planning Committees continuing concerns re the caravan still situated on the site reference Planning Application 2008/01155/FUL. Councillor Dr Dickson expressed the Planning Committees continuing frustrations, that despite their best efforts, they are still no further forward with progressing this issue.

RESOLVED: That permission be granted for a letter to be written to Mr Ian Robinson (Operational Manager for Planning and Building Control) and copy in Mr Marcus Goldsworthy (Head of Regeneration and Planning) and the four Llantwit Major Vale Councillors reference the Town Councils continuing frustrations re the caravan still situated at Griffith House development with regard to Planning Application 2008/01155.FUL. Note that following points within the letter:

- a) If an investigation was commenced in 2017, why has this investigation not been concluded?
- b) In spite of statements this year from the Officer that initially within 28 days and more recently 8-10 weeks that action would be taken, the situation remains unresolved and no formal action appears to have been taken.
- c) Despite the best efforts of the Town Council Officers, the Vale of Glamorgan Planning Department have not engaged in providing updates
- d) What is the current position of Council Tax levies on the properties (the development and the caravan)?
- e) What do we as Councillors tell our electorate?

74. CEMETERY

The following Burial matters were noted.

1. Burial of cremated remains Eileen Patricia Smith (new plot) Me3 on 3rd August 2022
2. Burial of David Price (new plot) K7 on 4th August 2022
3. Burial of Robert John Squance (new plot) K9 on 17th August 2022
4. Burial of cremated remains Leslie Bernard Meek (reopen) Lj2 on 23rd August 2022
5. Burial of cremated remains Maureen Ann Bourner (new plot) Me4 on 17th September 2022
6. Burial of Ian Jeremy Turner (new plot) K14 on 29th September 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, 5 & 6.

To discuss letter re request for memorial bench in Boverton Cemetery

Councillors had previously been circulated with a letter re request to install a memorial bench in Boverton Cemetery. Councillors were informed that a resolution had been passed at a previous Full Town Council Meeting that due to limited availability of space no further memorial benches would be permitted to be placed in Boverton Cemetery.

RESOLVED: That a letter be sent to the correspondent stating that her request for a memorial bench in Boverton Cemetery must be declined. State that following a Full Town Council Meeting in 2017 a resolution was passed not permitting any further memorial benches to be erected in the Cemetery due to the limited space available for future burial plots.

75. RECREATION AND OPEN SPACES

To discuss email from Llantwit Major Tennis Club re proposed solution to fencing issue

Councillors had previously been circulated with an email dated 24th August 2022 from Llantwit Major Tennis Club re proposed solution to fencing issue. Councillors further discussed the fencing to assist with meeting the Planning Application conditions re the installation of the new floodlights system.

RESOLVED: That retrospective permission be granted to accept the proposed solution for the installation of new fencing along the south side of the tennis courts and the erection of a 2m high privacy screen to meet conditions set within Planning Application 2019/00228/FUL.

To discuss Open Spaces Application Form from Llantwit Major Rugby Club request to hold a Firework Display on the 5th November 2022

Councillor Morgan declared an interest.

Councillors had previously been circulated with an Open Spaces Application Form, dated 31st August 2022 from Llantwit Major Rugby Club request to hold a Firework Display on the 5th November 2022.

RESOLVED: That permission be granted for Llantwit Major Rugby Club to hold a Firework Display on the Recreation Field on the 5th November 2022 subject to the following conditions:

- a) That the ground is in a suitable condition for the event to proceed and no sparklers are allowed at the event.
- b) That any damage to the ground caused by the display and volumes of people is reinstated by Llantwit Major Rugby Club with assistance from the Town Council.

76. TOWN HALL

To discuss proposed drawings for installation of lift in Town Hall

Councillors had previously been circulated with documentation dated 26th August 2022 detailing the proposed drawings for an installation of a lift in the Town Hall. Councillors were informed there were two proposals for the installation of a lift, an internal and external option. Councillors further discussed both options.

RESOLVED: That both proposed options (internal and external lift options) move forward to the next stage of the project plan subject to the Finance and Policy Committee setting a budget for the continuation of this proposal.

PC Williamson entered the Meeting.
Councillor Thomas asked permission to receive Community Constables Report.

77. COMMUNITY CONSTABLE

To receive Community Constables report

PC J Williamson stated from the period 1st August to 31st August 2022 there had been 42 reported crimes. These included 2 burglary, 12 assaults and 6 criminal damages.

For the period 1st September to date there had been 46 reported crimes. These included 1 burglary, 13 assaults and 9 criminal damages.

PC Williamson stated that the last two months figures 22 of these reported crimes can be linked to one household.

He stated there is continuing reports of anti-social behaviour in Dyfrig Court and Carne Court.

Councillor W Norman raised concerns of vehicles continuingly speeding along Eagleswell Road. PC Williams stated they would continue to regularly monitor this area.

Councillor Thomas stated that a recent Vale of Glamorgan Council Community Liaison Meeting other Community Council Reps had reported a lack of Community Constables attending their Meetings. It was reported that our Community Constable attended or sent a representative to all our Monthly Meetings. We are very fortunate to have our Community Constable.

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

78. LLANTONIAN HALL

To discuss proposed drawings for new access to disabled WC

Councillors had previously been circulated with a document dated 26th August 2022 detailing proposed drawings for new access for the disabled WC. Councillors further discussed the financial implications of the proposal and that the existing disabled WC does comply with the latest Disability Act Legislation.

RESOLVED: That no action will be undertaken on the proposed new access to the disabled WC. The documentation will be held on file for future reference.

To discuss Agenda Brief on update reference Insurance Claim following fall on grass area

Councillors had previously been circulated with documentation dated 15th August 2022 detailing a liability claim made against the Town Council following a member of public falling on a maintenance hole cover which is situated on a sloping verge outside Llantonian Hall.

The Deputy Town Clerk confirmed that the Councils Insurance Company, Zurich Municipal, had been advised and she would update Councillors when further details were available reference this matter.

79. OLD SCHOOL

To note email from Justbecounselling re 3 months' notice on rental of Room E, Old School.

Councillors had previously been circulated with an email dated 27th July 2022 from Justbecounselling giving 3 months' notice on the rental of Room E in the Old School. The Town

Clerk informed Councillors that the proposed move by Justbecounselling was delayed and they had been asked to extend the rental contract on a rolling monthly basis.

RESOLVED: That permission be granted for Justbecounselling to extend their contract on a rolling monthly basis.

To discuss report re subsidence in the Old School Playground

Councillor had previously been circulated with a report dated 12th September 2022 re subsidence in the Old School Playground. Councillor Foster informed the Meeting that concerns had been raised re potential subsidence issue in the Old School Playground in August 2022 and a Consultancy Company was employed (Drew Way Consultants Ltd) to undertake a visual survey of the surface and an excavation of the area of subsidence. The conclusions of the report stated that although there was subsidence it was of no immediate threat of collapse but they advised that remedial work should be undertaken in the future to permanently resolve this problem.

RESOLVED: That the preventative work required to ensure no further subsidence in the Old School Playground be added onto the next Finance Agenda.

80. WEST STREET POOL

To discuss Agenda Brief re Mid Well and West Street Pool

Councillors had previously been circulated with an Agenda Brief re Mid Well and West Street Pool. Councillors were informed that the Town Clerk and Community Engagement Administrative had met with representatives from the Vale of Glamorgan Local Nature Partnership Team to discuss the overgrown area leading from West Street Pool to Mid Well. A 3 Phase Plan was suggested to clear the area, cut back trees and then look at creating a deeper channel for the stream, create a new footpath and set up a replanting program.

RESOLVED: That letters be written to all neighbours of West Street Pool informing them of the proposed phased plan for Mid Well and West Street Pool. State that this will involve the cutting / removal of intrusive trees in the area. Confirm that no work will be undertaken at the present time on the willow tree by West Street Pool.

Further

RESOLVED: That permission be granted for Phase 1 of the project to be undertaken which includes felling the intrusive trees, vegetation clearance and waste removal at an estimated cost of £590.00 by N Thomas Landscapes.

Further

RESOLVED: That permission be granted to purchase 2 A3 Aluminium Signs at £67.334 plus vat each from D3designs. These are to be installed by West Street Pool and will be informative on the feeding of the ducks and fish on the pond.

81. VALE OF GLAMORGAN

To receive retrospective permission to sign the agreement for the Provision of Legal Services between Llantwit Major Town Council and Vale of Glamorgan Council Legal Services

Councillors had previously been circulated with an agreement dated 2022 to sign the the Provision of Legal Services between Llantwit Major Town Council and Vale of Glamorgan Council Legal Services.

RESOLVED: That retrospective permission be granted to sign the agreement for the Provision of Legal Services between Llantwit Major Town Council and Vale of Glamorgan Council Legal Services.

To review the Lease relating to Stradling Park between Llantwit Major Town Council and Vale of Glamorgan Council

Councillors had previously been circulated with the Lease relating to Stradling Park between Llantwit Major Town Council and Vale of Glamorgan Council.

RESOLVED: That permission is given to sign the Lease relating to Stradling Park between Llantwit Major Town Council and Vale of Glamorgan Council.

Further

RESOLVED: That no legal representative be appointed to advise on this matter.

To discuss letter re Local Government Election 2022 – Community Council Recharges

Councillors had previously been circulated with a letter dated 12th August 2022 re Local Government Election 2022 – Community Council Recharges. Councillors noted that this Agenda Item had already been discussed Under Finance, item detailing ‘To give permission to Pay invoice from Vale of Glamorgan Council re local Government Elections 5th May 2022’.

82. WELSH GOVERNMENT

To note response to letter reference national default 20mph speed limit

Councillors had previously been circulated with a letter dated 12th August 2022 reference a response to the national default 20mph speed limit. Noted.

To discuss email reference Ministerial Advisory Forum on Ageing – Information on Cost of Living Support

Councillors had previously been circulated with an email dated 25th August 2022 reference the Ministerial Advisory Forum on Ageing – Information on Cost of Living Support. Noted.

To discuss Welsh Governments North and South Wales Workshop Events

Councillors had previously been circulated with an email dated 7th September 2022 detailing Welsh Governments North and South Wales Workshop Events. Noted.

83. MISCELLANEOUS

To discuss ongoing correspondence re Fuel Poverty initiative.

Councillors had previously been circulated with ongoing correspondence regarding a proposed Fuel Poverty initiative. Noted.

To note correspondence re speed concerns in areas of Llantwit Major following letter from resident as discussed on 28th July 2022 Full Town Council Meeting

Councillors had previously been circulated with correspondence dated 15th August 2022 re speed concerns in areas of Llantwit Major following a letter received from a resident as discussed on 28th July 2022 Full Town Council Meeting. Councillor Thomas was frustrated that the response did not address the issues regarding vehicles / motor cycles speeding along the B4265.

RESOLVED: That a letter be written to Helen Picton (Shared Regulatory Services) re the concerns of the excess noise caused by vehicles speeding along the B4265.

To note correspondence re criteria for mobile van / bike enforcement

Councillors had previously been circulated with an email dated 22nd August 2022 detailing the criteria for mobile van / bike enforcement. Noted.

To discuss email from local resident reference the rocks located by the approach to the sandy area of Llantwit Major Beach

Councillors had previously been circulated with an email dated 25th August 2022 from a local resident reference the rocks located by the approach to the sandy area of Llantwit Major Beach. Councillor discussed these concerns and noted that they fall under the remit of the Vale of Glamorgan Councils responsibilities.

RESOLVED: That the email from the local resident reference the rocks located by the approach to the sandy area of Llantwit Major Beach be forward to Mr Colin Smith, Neighbourhood Services and Transport, Vale of Glamorgan Council.

To discuss letter from residence reference help with locating further details of where her dog originally came from

Councillors had previously been circulated with a letter from residence reference help with locating further details of where her dog originally came from. The Town Clerk confirmed a response had been sent to the resident suggesting ideas of locations and including maps and transport time tables to assist with the search. Noted.

To discuss letter from resident re planting more trees in the town and organising an anti-litter campaign

Councillors had previously been circulated with a letter dated 10th August 2022 from a resident re planting more trees in the town and organising an anti-litter campaign. Councillors further discussed requests.

RESOLVED: That a letter be written to the resident suggesting that she contact Plant Llantwit regarding planting more trees in the town. State that Llantwit Youth Council have undertook a litter pick through the town last week and are intending to action further litter pick events over the forthcoming months.

To discuss email re request for the removal of the phone box by the White Lion Public House

Councillors had previously been circulated with an email dated 25th July 2022 re the request for the removal of the phone box by the White Lion Public House. Councillor Mrs Hanks informed Councillors that the phone had been disconnected for many years and the phone box was dirty and in a state of disrepair.

RESOLVED: That a letter be written to British Telecom requesting that they remove the obsolete telephone box that is situated by the White Lion Public House.

To discuss Town and Community Council Digital Services Survey

Councillors had previously been circulated with a report reference the Town and Community Council Digital Services Survey.

RESOLVED: That the Town Clerk complete the Town and Community Council Digital Services Survey on behalf of Llantwit Major Town Council .

PART II

THE PUBLIC AND PRESS MAY BE EXCLUDED FROM THE MEETING DURING CONSIDERATION OF THE FOLLOWING ITEMS IN ACCORDANCE WITH PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960 (2)

84. PERSONNEL

To receive resignation letter from Administrative Assistant effective from 31st December 2022

Councillors had previously been circulated with a resignation letter dated 22nd July 2022 from the Administrative Assistant effective from 31st December 2022.

RESOLVED: That a letter be written to the Administrative Assistant thanking her for all her services to Llantwit Major Town Council.

SIGNED

DATED

MAYOR