

22<sup>nd</sup> September 2022

Dear Councillor,

**You are invited to attend a Full Town Council Meeting to be held in the Council Chamber, Old School or remotely on Thursday, 29<sup>th</sup> September 2022, no sooner than 7.05pm, for the purpose of discussing the following business.**

Yours faithfully,

Mrs. R. Quinn  
**Town Clerk**

*Members are asked to note the time of the meeting. Prayers will be said prior to the meeting for those wishing to attend. Login is by following the email invitation link sent on 28<sup>th</sup> September 2022*

### **AGENDA**

A minutes silence will be observed in memory of Queen Elizabeth II who passed away on Thursday 8<sup>th</sup> September 2022

To receive apologies

To receive Councillors Declaration of Interest forms

To receive minutes of Full Town Council Meeting held on 28<sup>th</sup> July 2022

**Separately attached**

To receive minutes of Planning Committee Meeting held on 21<sup>st</sup> July 2022

**Separately attached**

To receive minutes of Planning Committee Meeting held on 10<sup>th</sup> August 2022

**Separately attached**

To receive minutes of Allotment Sub-Committee Meeting held on 15<sup>th</sup> August 2022

**Separately attached**

To receive minutes of Planning Committee Meeting held on 1<sup>st</sup> September 2022

**Separately attached**

To receive minutes of Footpath Forum Meeting held on 5<sup>th</sup> September 2022

**Separately attached**

To receive minutes of Citizen Awards Meeting held on 13<sup>th</sup> September 2022

**Separately attached**

**PUBLIC QUESTION TIME**

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

**SIGNING OF MINUTES**

- 1) Signing of Minutes of previous Meeting

**TOWN MAYOR**

- 1) Town Mayors events attended 1<sup>st</sup> August 2022 to 30<sup>th</sup> September 2022  
**Refer green sheet no: 1**
- 2) Deputy Mayors events attended 1<sup>st</sup> August 2022 to 30<sup>th</sup> September 2022  
**Refer green sheet no: 1**
- 3) Questions to the Town Mayor (if any)

**COMMUNITY CONSTABLE**

- 1) To receive Community Constables report

**YOUTH COUNCIL**

- 1) Youth Activity Progress
- 2) To discuss any Agenda Items as highlighted by the Youth Council

**COUNCIL MEETINGS**

- 1) Meetings for Month of October 2022  
**Refer green sheet no: 2**

**PROCEDURAL MATTERS**

- 1) Members Announcements
  - (i) Report from Town Clerk  
**Verbal Update Town Clerk**

- 2) To note August/September 2022 update from Community Engagement Administrator  
**Refer green sheet nos: 2**
- 3) Action Tracker  
**Refer green sheet nos: 3, 4, 5, 6, 7**
- 4) To discuss Agenda Brief re Walkers our Welcome Steering Group and Application Form  
**Refer green sheet nos: 7, 8**
- 5) To discuss report re 'Cost of Living Crisis'  
**Refer green sheet nos: 9**  
**Verbal update Councillor Dr Ellis**
- 6) To adopt Training Policy and Statement of intent for Councillors and Employees  
**Refer green sheet nos: 10, 11**
- 7) To discuss attending online conference on 27<sup>th</sup> October 2022 on 'the importance of Community and Town Councils in building resilient spaces for nature'  
**Refer green sheet nos: 11**

## **FINANCE**

- 1) Bank Reconciliation for period 1<sup>st</sup> July 2022 to 31<sup>st</sup> July 2022  
**Refer blue sheet no: 1**
- 2) Bank Reconciliation for period 1<sup>st</sup> August 2022 to 31<sup>st</sup> August 2022  
**Refer blue sheet no: 1**
- 3) Income for period 22<sup>nd</sup> July 2022 to 21<sup>st</sup> September 2022  
**Refer blue sheet no: 2, 3**
- 4) Expenditure for period 22<sup>nd</sup> July 2022 to 21<sup>st</sup> September 2022  
**Refer blue sheet nos: 4 to 12**
- 5) To discuss Agenda Brief re update on Stronger Communities Grant Fund Application  
**Refer blue sheet nos: 13, 14**
- 6) To discuss Tidal Press Tide Table for 2023  
**Refer blue sheet nos: 15**
- 7) To discuss Agenda Brief re Pantomime for 2023  
**Refer blue sheet nos: 15**
- 8) To give permission to pay Invoice from Vale of Glamorgan Council re local Government Elections 5<sup>th</sup> May 2022  
**Refer blue sheet nos: 16**

- 9) To discuss Grant Aid Application from Llantwit Major Rugby Club re assisting funding for Fireworks Display  
**Refer blue sheet nos: 16, 17**
- 10) To discuss Agenda Brief re Town Mayors Chain of Office  
**Refer blue sheet no: 17**

### **DEVELOPMENT**

- 1) To note Planning Application decisions by the Vale of Glamorgan Council  
**Refer purple sheet no: 1**
- 2) To further discuss Planning Application 2008/01155/FUL (Griffith House, Church Lane)  
**Refer purple sheet no: 2, 3**

### **CEMETERY**

To note the following burial matters.

- 1) Burial of Eileen Patricia Smith cremated remains (new plot) Me3 on 3<sup>rd</sup> August 2022
- 2) Burial David Price (new plot) K7 on 4<sup>th</sup> August 2022
- 3) Burial of Robert John Squance (new plot) K9 on 17<sup>th</sup> August 2022
- 4) Burial of Leslie Bernard Meek cremated remains (reopen plot) LJ2 on 23<sup>rd</sup> August 2022
- 5) Burial of Maureen Ann Bourner cremated remains (new plot) A26 on 17<sup>th</sup> September 2022
- 6) Burial of Ian Jeremy Turner (new plot) B134 on 29<sup>th</sup> September 2-22
- 7) To discuss letter re request for memorial bench in Boverton Cemetery  
**Refer white sheet no : 1**

### **RECREATION AND OPEN SPACES**

- 1) To discuss email from Llantwit Major Tennis Club re propped solution to fencing issue  
**Refer yellow sheet nos: 1**
- 2) To discuss Open Spaces Hiring Form from Llantwit Major Rugby Club request to hold a Fireworks Display on the 5<sup>th</sup> November 2022  
**Refer yellow sheet no: 2, 3**

### **TOWN HALL**

- 1) To discuss proposed drawings for installation of lift in Town Hall  
**Refer yellow sheet no: 4, 5, 6, 7, 8**

**LLANTONIAN HALL**

- 1) To discuss proposed drawings for new access to disabled WC  
**Refer yellow sheet no: 8, 9, 10, 11**
- 2) To discuss Agenda Brief on update reference Insurance Claim following fall on grass area  
**Refer yellow sheet no: 12, 13, 14**

**OLD SCHOOL**

- 1) To note email from Justbecounselling re 3 months notice on rental of Room E, Old School  
**Refer yellow sheet no: 14**
- 2) To discuss report re subsidence in the Old School Playground  
**Refer yellow sheet no: 15, 16, 17, 18**

**WEST STREET POOL**

- 1) To discuss Agenda Brief re Mid Well and West Street Pool  
**Refer yellow sheet no: 19, 20**

**VALE OF GLAMORGAN COUNCIL**

- 1) 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  
**Refer white sheet nos: 1, 2, 3, 4**
- 2) To review the Lease relating to Stradling Park between Llantwit Major Town Council and Vale of Glamorgan Council  
**Refer white sheet nos: 5 to 18**
- 3) To discuss letter re Local Government Election 2022 – Community Council Recharges  
**Refer white sheet nos: 19, 20**

**WELSH GOVERNMENT**

- 1) To note response to letter reference national default 20mph speed limit  
**Refer white sheet no: 21, 22**
- 2) To discuss email reference Ministerial Advisory Forum on Ageing – Information on Cost of Living Support  
**Refer white sheet no: 23 to 30**
- 3) To discuss Welsh Governments North and SouthWales Workshop Events  
**Refer white sheet no: 31, 32**

**MISCELLANEOUS**

- 1) To discuss ongoing correspondence re Fuel Poverty initiative  
**Refer peach sheet nos: 1, 2, 3**
- 2) To note correspondence re speed concerns in areas of Llantwit Major following letter from resident as discussed on 28<sup>th</sup> July 2022 Full Town Council Meeting  
**Refer peach sheet nos: 4, 5**
- 3) To note correspondence re criteria for mobile van / bike enforcement  
**Refer peach sheet nos: 5, 6**
- 4) To discuss email from local resident reference the rocks located by the approach to the sandy area of Llantwit Major Beach  
**Refer peach sheet nos: 6**
- 5) To discuss letter from residence reference help with locating further details of where her dog originally came from  
**Refer peach sheet nos: 7**
- 6) To discuss letter from resident re planting more trees in the town and organising an anti-litter campaign  
**Refer peach sheet nos: 7, 8**
- 7) To discuss email re request for the removal of the phone box by the White Lion Public House  
**Refer peach sheet nos: 8**
- 8) To discuss Town and Community Council Digital Services Survey  
**Refer peach sheet nos: 9, 10, 11, 12**

## **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)**

### **PERSONNEL**

- 1) To receive resignation letter from Administrative Assistant effective from 31<sup>st</sup> December 2022

**Refer pink sheet no: 1**