

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

- PRESENT;
- Chairman – Councillor Mr D Powell ) - Town Mayor
  - Councillors
    - Mr D Foster )
    - Mr E Williams ) NORTH WARD
    - Dr D Ellis )
    - Mrs J Norman (z) )
    - Dr P Dickson )
  
    - Mr G John (z) ) WEST WARD
  
    - Mr G Wilkie )
    - Mr G Thomas ) SOUTH EAST WARD
    - Mr G Morgan )
  
    - Mr J Evans ) BOVERTON WARD
    - Mrs S Hanks )
    - Mr R Gant )
    - Mrs G Hughes )

Mrs Heather March MBE

Note: (Z) - Remotely by Zoom

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

There were no apologies received.

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 Miscellaneous, Item 4, To discuss email re Llantwit Major Football Club who are Cymru South Champions.

Councillor Powell welcomed Mrs Heather March MBE to the Meeting and advised she had been invited to attend so that the Town Council could thank her personally for her outstanding contribution to Llantwit Major over many years. Councillor Powell presented Mrs March with a Scroll in recognition of all her hard work she has undertaken for both the council and town . These comments were endorsed by Councillor John. Mrs March thanked Councillors for this recognition and stated it was an honour to receive this award.

**862. MINUTES****Full Town Council Meeting held 31<sup>st</sup> March 2022**

The minutes of the Full Town Council Meeting held on the 31<sup>st</sup> March 2022, had previously been circulated to Council Members. It was stated that under Present the wording ‘Councillor P Dickson advised he would have to vacate the Meeting early due to a prior commitment’ should be removed.

**RESOLVED:** That subject to the above amendments the minutes of the Full Town Council Meeting held on 31<sup>st</sup> March 2022 be adopted and accepted as a true record.

**Matters Arising**

There were no matters arising.

**Allotment Sub-Committee Meeting held 29<sup>th</sup> March 2022**

The minutes of the Allotment Sub-Committee Meeting held on 29<sup>th</sup> March 2022, had previously been circulated to Council Members.

**RESOLVED:** That the minutes of the Allotment Sub-Committee Meeting held on 29<sup>th</sup> March 2022 be accepted as a true record and all recommendations be actioned by the Town Clerk.

**Matters Arising**

The were no matters arising.

**Footpath Forum Meeting held 4<sup>th</sup> April 2022**

The minutes of the Footpath Forum Meeting held on 4<sup>th</sup> April 2022, had previously been circulated to Council Members. It was stated that under Apologies Councillor R Gant should be added onto the report.

**RESOLVED:** That subject to the above amendments the minutes of the Footpath Forum Meeting held on 4<sup>th</sup> April 2022 be accepted as a true record and all recommendations be actioned by the Town Clerk.

**Matters Arising**

The were no matters arising

**Planning Meeting held 5<sup>th</sup> April 2022**

The minutes of the Planning Meeting held on 5<sup>th</sup> April 2022, had previously been circulated to Council Members.

**RESOLVED:** That the minutes of the Planning Meeting held on 5<sup>th</sup> April 2022 be accepted as a true record and all recommendations be actioned by the Town Clerk.

**Matters Arising**

The were no matters arising

**Fairtrade Forum Meeting held 7<sup>th</sup> April 2022**

The minutes of the Fairtrade Forum Meeting held on 7<sup>th</sup> April 2022, had previously been circulated to Council Members.

**RESOLVED:** That the minutes of the Fairtrade Forum Meeting held on 7<sup>th</sup> April 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 11th April 2022**

The minutes of the Platinum Jubilee Committee Meeting held on 11<sup>th</sup> April 2022, had previously been circulated to Council Members.

**RESOLVED:** That the minutes of the Platinum Jubilee Committee Meeting held on 11<sup>th</sup> April 2022 be accepted as a true record and all recommendations be actioned by the Town Clerk.

**Matters Arising**

The were no matters arising.

**863. 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.

**864. 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.

**865. TOWN MAYOR**

**Town Mayors events attended 1<sup>st</sup> April 2022 to 30<sup>th</sup> April 2022**

Councillors had previously been circulated with the Town Mayor events attended 1<sup>st</sup> April 2022 to 30<sup>th</sup> April 2022. Councillor Powell stated he had attended a very enjoyable evening at the Llantwit Major Chamber Music Festival. Councillor Thomas said he had been to the Glamorgan Music Schools concert and was impressed by the talent and professionalism of the children that performed at the event. Noted.

**Questions to the Town Mayor**

There were no questions to the Town Mayor.

**866. YOUTH COUNCIL**

**Youth Activity Progress**

No Youth Council representative was present.

**867. COUNCIL MEETINGS****Meetings for Month of May 2022**

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

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

The Town Clerk reported that the new fencing along the Recreation Field, bordering Illyd Avenue would be erected week commencing 6<sup>th</sup> June 2022. Letters would be sent to residents of Illyd Avenue backing onto the fence, in the next few weeks, advising them of the commencement date of the works.

The Town Clerk informed Councillors that the memorial benches had been fitted outside the Cenotaph and the exterior lighting at the front of the Town Hall Building would be installed the 17<sup>th</sup> / 18<sup>th</sup> May 2022.

She informed Councillors that a large pole (believe to have been erected by the Vale of Glamorgan Council for a 360-degree CCTV camera) had been installed in Lorna Hughes Park. Further details re the pole (which was installed without Town Council permission) will be brought to next month's Full Town Council Meeting.

**Action Tracker**

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

**To discuss Draft Annual Report**

Councillors had previously been circulated with the Draft Annual Report. Councillors were informed to email any changes required to the Deputy Town Clerk. Noted.

**To discuss email re Friends of Glamorgan Heritage Coast**

Councillors had previously been circulated with an email dated 19<sup>th</sup> April 2022 from the Friends of Glamorgan Heritage Coast detailing the next meeting to be held on 15<sup>th</sup> May 2022.

**RESOLVED:** That Councillor Powell and Councillor Dr Dickson be the representatives that are given permission to attend the Meeting of the Friends of Glamorgan Heritage Coast on 15<sup>th</sup> May 2022 on behalf of Llantwit Major Town Council.

**To note MAR appointment for Wick and Marcross School**

Councillors had previously been circulated with an email dated 7<sup>th</sup> April 2022 detailing the MAR appointment of Councillor Partridge of St Donats Community Council for Wick and Marcross School. Noted.

**869. FINANCE****Bank Reconciliation for period 1<sup>st</sup> March 2022 to 31<sup>st</sup> March 2022**

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

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

**Bank Reconciliation for period 1<sup>st</sup> April 2021 to 31<sup>st</sup> March 2022**

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1<sup>st</sup> April 2021 to 31<sup>st</sup> March 2022. Noted.

**Income for the period 26<sup>th</sup> March 2022 to 14<sup>th</sup> April 2022**

Councillors had previously been circulated with a copy of the Income for the period 26<sup>th</sup> March 2022 to 14<sup>th</sup> April 2022. Noted.

**Expenditure for the period 26<sup>th</sup> March 2022 to 14<sup>th</sup> April 2022**

Councillors had previously been circulated with a copy of the Expenditure for the period 26<sup>th</sup> March 2022 to 14<sup>th</sup> April 2022. Noted.

**To discuss Final Payment Due Statement from Kingfisher Developments (Wales) Ltd reference Llantwit Major Sports Pavilion**

Councillors had previously been circulated with the Final Payment Due Statement dated 21<sup>st</sup> March 2022 from Kingfishers Developments (Wales) Ltd reference Llantwit Major Sports Pavilion. Councillor Foster updated Councillors on the final statement figures.

**RESOLVED:** That permission is given to pay Kingfishers Developments (Wales) Ltd the sum of £10,276.69 in final payment for the extension to Llantwit Major Sports Pavilion, £1,251.11 from SDP account and £9,125.58 reserves account.

**To discuss Statement of Accounts and Reserves Statement 1<sup>st</sup> April 2021**

Councillors had previously been circulated with the Statement of Accounts and Reserves Statement 1<sup>st</sup> April 2021. Noted.

**To note payment to Councillors for 2021/22**

Councillors had previously been circulated with the payment to Councillors for 2021/22. Noted.

**To note Town Mayors Expenses and Fundraising for 2021/22**

Councillors had previously been circulated with Town Mayors Expenses and Fundraising for 2021/22. The Town Mayor thanked Councillors for their support and donations had already been given to some local youth organisations. Councillors wished it formally noted the Councils appreciation of Councillor Powell for all his hard work during a very difficult year. He had managed to achieve an immense amount in very difficult circumstances. Noted.

**870. 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.

**871. CEMETERY**

The following Burial matters were noted.

1. Burial of cremated remains Maria Lavinia Reegen (reopen plot) Hk6 on 5<sup>th</sup> April 2022

2. Burial of cremated remains Cheryl Morgan (new plot) Md9 on 7<sup>th</sup> April 2022
3. Burial of cremated remains Michael John Smith (reopen plot) Hh8 on 8<sup>th</sup> April 2022
4. Burial of cremated remains Patricia Anderson (re-open plot) A107 on 14<sup>th</sup> April 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 matter 2.

## 872. TOWN HALL

### **To discuss the request to fly the Ukrainian flag**

Councillors had previously been circulated with an email dated 3<sup>rd</sup> April 2022 to fly the Ukrainian Flag from the Town Hall. Councillors discussed the Flag Policy reference the flying of the Union Jack and Welsh Flag. Councillor Dr Ellis stated that many organisations around the country are flying the Ukrainian Flag in support of Ukraine. Councillor Dr Dickson further endorsed his support re this matter. Councillor Mrs Hank suggested that a Ukrainian Flag was purchased and flown at the side of the building where additional flag poles are situated. She also stated that when the external lighting is installed at the front of the Town Hall building at the end of May 2022 the illuminated lighting colours could be blue and yellows showing the Councils additional support to Ukraine. Councillor Wilkie confirmed that 25 refugee families were being hosted in Llantwit Major and he was sure they would appreciate seeing their home flag flying at the Town Hall.

**RESOLVED:** That permission be granted to purchase a Ukrainian Flag to be flown on the side of the Town Hall Building with immediate effect.

Further

**RESOLVED:** That once the external lighting is installed outside the front of the Town Hall that the colours to illuminate the front of the building be blue and yellow to show the Councils support to Ukraine.

### **To discuss request to hire Town hall on a weekly basis for the Ukrainian refugees**

Councillors had previously been circulated with an email dated 18th April 2022 re a request to hire the Town hall on a weekly basis for the Ukrainian refugees. Councillors discussed the hire of the Town Hall and a minimal hiring fee to cover cleaning and insurance cover.

**RESOLVED:** That permission be granted to hire the Town Hall on a weekly basis for the Ukrainian refugees. The Town Clerk given authority to set a minimal hiring fee to cover cleaning and insurance cover.

## 873. VALE OF GLAMORGAN COUNCIL

### **To note plans for the redevelopment of Windmill Lane Play Area**

Councillors had previously been circulated with plans dated 13<sup>th</sup> April 2022 for the redevelopment of Windmill Lane Play Area. Noted.

### **To discuss Employment Land and Premises Needs Study**

Councillors had previously been circulated with a letter re Employment Land and Premises Needs Study. Noted.

**To discuss Town Centre Events planned for 2022**

Councillors had previously been circulated with an email dated 31<sup>st</sup> March 2022 re Town Centre Events planned for 2022. Councillors discussed further 2021 events and proposed 2022 events. Councillor Mrs Norman queried where the fully utilised Kitchen that was purchased by the Vale of Glamorgan Council for the Community was, as this would be excellent to use for events.

**RESOLVED:** That an email be sent to the Events Committee to query if the Kitchen was still stored with them and available for use.

Further

**RESOLVED:** That Councillors pass any ideas for events to our newly appointed Community Engagement Administrator that will then liaise with Nia Hollins, Principal Tourism and Marketing Office re further support available.

**874. WELSH GOVERNMENT****To note Preparation and Publication of Statutory Financial Accounts for 2021-22**

Councillors had previously been circulated with a letter dated 6<sup>th</sup> April 2021-22 re the Preparation and Publication of Statutory Financial Accounts for 2021-22. Noted.

**875. MISCELLANEOUS****To discuss email re Skate Park at Llantwit Major Beach**

Councillors had previously circulated with an email from a resident dated 19<sup>th</sup> April 2022 re trying to apply for grant funding for a skate park at Llantwit Major Beach.

**RESOLVED:** That an email be sent to the residents advising them to contact Mr David Knevett of the Vale of Glamorgan Council re advice on funding streams etc for progressing a skate park at Llantwit Major Beach.

**To discuss email re lighting column outside 'Big Sams' along Boverton Road**

Councillors had previously been circulated with an email dated 11<sup>th</sup> April 2022 re the lighting column outside 'Big Sams' along Boverton Road. The Town Clerk informed Councillors that following the Boverton Road Regeneration Project the ownership of the lighting column along this part of Boverton Road was the responsibility of each individual landowner. Councillors further discussed this matter.

**RESOLVED:** That an email be sent to the correspondent stating that the Town Council would not take over the ownership and utility costs of the lighting column outside 'Big Sams' along Boverton Road.

**To note newly appointed CPR Defib Manager One Voice Wales**

Councillors had previously been circulated with an email dated 13<sup>th</sup> April 2022 detailing the newly appointed CPR Defib Manager One Voice Wales. The Town Clerk confirmed that Mr P Hill would be attending the Platinum Jubilee Celebrations to do a demonstration of CPR techniques. Noted.

**To discuss email re Llantwit Major Football Club who are Cymru South champions**

Councillor G John declared an interest.

Councillors had previously been circulated with an email dated 19<sup>th</sup> April 2022 re Llantwit Major Football Club who are Cymru South champions 2022. Councillors agreed what a great achievement this was and discussed further how the Town Council could support the Football Club in the future.

**RESOLVED:** That a letter of congratulations be sent to Llantwit Major Football Club Council on being champions of Cymru South Division.

Further

**RESOLVED:** That when the new Council is elected a letter be written to the Football Club asking if they would like to meet with the new Town Council to discuss how they could help the Football Club in the future.

**To note filming by Littledoor Company between 1st May to 27<sup>th</sup> May 2022**

Councillors had previously been circulated with a Notice re filming in Llantwit Major by Littledoor Company between 1st May to 27<sup>th</sup> May 2022. Noted.

**To discuss email reference environment climate change committee**

Councillors had previously been circulated with an email dated 21<sup>st</sup> April 2022 reference environment climate change Committee. The Town Clerk informed Councillors that she had met with Tom Bowring of the Vale of Glamorgan Council to look at how the Town Council could move forward with Project Zero. Councillors noted that advice and guidance was needed from Vale of Glamorgan Council re Project Zero. The Town Clerk confirmed that she and the Community Engagement Administrator would meet again with Mr Bowring in Mid-May following the Local Council elections to further discuss the environment climate change project.

**RESOLVED:** That an email be sent to the resident thanking him for his correspondence reference the environment climate change committee and confirm that discussions were ongoing between Mr Tom Bowring and the Town Council regarding the way forward with Project Zero.

**To discuss Agenda Brief reference the 40<sup>th</sup> Anniversary of the Falkland Conflict**

Councillors had previously been circulated with an Agenda Brief reference the 40<sup>th</sup> Anniversary of the Falkland Conflict. Councillors discussed how best to commemorate this Event and who should be invited to attend. They discussed if the event should take place on Sunday 12<sup>th</sup> June or the actual date when the Falklands conflict ended (i.e., the 14<sup>th</sup> June).

**RESOLVED:** That a small ceremony be held outside the Cenotaph at 6pm on the 14<sup>th</sup> June 2022. All 3 Clergies from the churches/chapels in Llantwit Major will be invited to attend to provide a small service to commemorate the 40<sup>th</sup> Anniversary of the ending of the Falkland's Conflict. The event will be publicised so that anyone who wishes to attend and lay a wreath/and or cross can take part and pay their respects.



**876. 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 April 2022 there had been 21 reported crimes. These included 3 violent crimes, 1 criminal damage and public order offences. Anti-social behaviour had been reported in various locations throughout the town including Nichol Court, Dyfrig Court, Plasnewydd Walk, Seys Court and outside the CF61 Building (Station Road).

Councillors advised PC Williamson of various incidents reported to them including theft in the Allotment site, stone throwing by youths and action taken re shop lifters.

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

The Town Clerk formerly thanked all Councillors for their support to her and her staff during their term in Office.

Councillor Foster on behalf of Councillors thanked Councillor Powell for all his endeavours during his term as Mayor of Llantwit Major.

Councillor Powell thanked everyone for their support during a very challenging year during the pandemic but was delighted to have a Full Town Council Meeting in the Council Chamber to mark his final council meeting as Mayor of Llantwit Major.

SIGNED .....

DATED .....

MAYOR