

# **LLANTWIT MAJOR TOWN COUNCIL ANNUAL REPORT**

## **For Financial Year 2022/2023**



**“Working to enhance our community”**





## **Introduction By Town Mayor**

### **LLANTWIT MAJOR TOWN COUNCIL – MAYOR’S ANNUAL REPORT**

Welcome to the Town Mayor’s Annual Report for 2022/23 and I have to say firstly that my Mayoral duties this year have been infinitely more satisfying than those I undertook as Mayor in 2020/21. I don’t include in that HM Queen Elizabeth’s funeral, but our town’s commemorative minute’s silence was captured outside our enchantingly lit Town Hall on national news programmes, generating congratulatory messages for the town from around the world.

Because I think their contribution to the town and the Council cannot be overstated, I will firstly pay tribute to the Town Council staff. I am always amazed how such a small number of people can achieve so much on our behalf over months, if not years. They not only are multi-skilled in managing people of all persuasions, buildings, parks, contractors and finances to name a few, but also carry out their duties with enthusiasm, conscientiousness, humour and so much patience. I thank them all so much for their help and support they have given me in the past year.

The Town Council was subject to a review by the Standards Committee during which an assessor sat in and observed a Full Town Council meeting. He gave us a glowing report, saying in summary that we work well as a team and that the meeting was well controlled. For that positive report I thank all my fellow Councillors, but not only for that meeting, also for the way they have conducted themselves throughout the last year during which I have had the honour to preside over the Council. It has been evident from my activity on social media that too many residents have no idea of the work our Councillors do on their behalf. I know, and I thank them for it.

In July we held the Mayor’s Civic Service in St Illtud’s Church. Dignitaries from the town and all over the Vale attended and commented on what was a wonderful service, conducted by Canon Edwin Counsell. A number were pleasantly surprised to see that the Deputy Mayor and I were able to have our Grandchildren participate in the ceremony, performing a reading, investing us with our chains of office and collecting the congregational offering. It was a day never to be forgotten.

I have been invited to represent the town or the Council at a number of events and I never cease to be amazed at the time and effort people in the town put in to make the lives of others better. Notably, the Vale Plus Extra have been as active as any in the town and have lent their considerable energies to a number of projects to benefit older people. We have raised for them more than £700, for which I and they have expressed much gratitude, but they deserve so much more.

Both my wife Glenys and I have been overawed by the talent shown by local artists, musicians, singers and authors in exhibitions and particularly during the These3Streams Arts Festival. I look forward to enjoying their festival again this year, albeit as a paying customer rather than an invited guest.

Unfortunately, although Covid is greatly diminished, we are now in the grip of the aftermath of the pandemic. We have emerged from a winter of soaring fuel prices and remain in the grasp of financial hardship. It is during these times that the many volunteers around the town come to the fore. We have seen AgeConnects, the Food Pantry and the Clothes Bank in CF61, the Food Bank in Bethel Baptist Church and the Warm Places project operating to get the more vulnerable through the worst of it. Another great feat of determination by some of the ordinary folks of the town was the fundraising and purchase of an ambulance and medical supplies to donate to the Ukrainian war effort. To cap it all four people drove the ambulance to Ukraine and left it for their use. My admiration for and thanks to all these volunteers will never be enough.

We have seen the Tennis Club, through much effort and outstanding leadership, improve its facilities and now offers an enviable provision for the town. The Football Club also had a fine year, winning their league, but failing to gain promotion only due to the lack of adequate facilities. There are individuals too who have made their mark on the national and international stage.

On a sad note, we are saying goodbye to the Llantwit Youth Council. This consisted of some young people who worked with the town council and took it upon themselves to try to improve the town in whatever small ways they can. Unfortunately, we are unable to continue the funding and so the Youth Council has disbanded. This does mean though that the Vale Youth Services may be able to concentrate more on the Youth Club, so I hope to see more activity from the Youth Club in CF61 in future.

In November we undertook the Remembrance Day commemoration and saw a fantastic turn-out as usual. Something that made a solemn day even more sad was that it was likely to be the last ceremony with a significant RAF presence. After 80 years next door to us, RAF St Athan will have its farewell parade here in August. I will predict now that the parade squadron will enjoy a fantastic send-off from the residents of Llantwit Major.

In March the council acquired the long-term lease of Stradling Park and we will encourage local groups and schools to use it as wild learning area, with plants, trees and wildlife being a big feature of the park. Work has already begun on making the park fit for children and adults alike to enjoy. Already, students from Atlantic College at St Donats have asked if they can use the park on a regular basis as part of their International Baccalaureate community project.

March also saw the arrival of a group calling themselves Patriotic Alternative, a political extremist group that sought to demonstrate against the arrival of Ukrainian refugees in the town. They made much use of social media, which, as always, brought out the best and worst of people. Nevertheless, with the sound professionalism of South Wales Police any trouble was kept to an absolute minimum. I am proud to say that the vast majority of residents of Llantwit Major have been very vocal in affirming that the refugees are most welcome in our town.

On a happier note, recently I presided over the town's Citizen of the Year Awards and wish to congratulate all the recipients of the awards – all of them well-deserved. Their stories were

both happy and poignant, eliciting very many cheers and tears from the audience, including me. The Town Hall staff, particularly our Deputy Town Clerk, Dawn worked very hard to make the awards ceremony a fittingly memorable one for all concerned and they have our deep gratitude.

I am writing this prior to our handing over of the Mayoral Chains to my successor and I extend my congratulations to Cllr David Powell and his wife Gill for once again having the opportunity to represent our town. I also take this opportunity to thank Cllr and Mrs Powell; they have supported and deputised for my wife and me on a number of occasions and Cllr Powell has always been available to offer advice when needed and to discuss our duties in support of each other.

Also approaching is the coronation of King Charles III and Queen Camilla. I wish our new King and Queen all the very best for a long, happy and trouble-free reign. In particular, I hope the world and family turmoil they have experienced in these first months will abate to allow the King and Queen to reign in peace.

In closing, I will reiterate my gratitude to the many volunteers and staff that make Llantwit Major the welcoming town it is and reaffirm that being the Mayor of this town has been a great honour that, maybe in the future, will pass my way again.

Cllr Gerwyn Thomas  
Mayor, Llantwit Major Town Council

## **Background to Report**

This report was compiled following the introduction of the Well-being of Future Generations (Wales) Act 2015.

The report shows how the Town Council has taken steps towards meeting local objectives as laid out in the local Well-being plan for our area. These objectives are based on our own knowledge and consideration of circumstances and characteristics for our area.

The Town Council have worked with many local organisations to meet the objectives laid out, either financially, administrative support or use of facilities.

Majority of 'projects' are now either on the Town Council website or Social Media Sites. Feedback is always encouraged from local residents.

The report covers the municipal year of Councillor G Thomas term in office as Town Mayor and Chair of the Council, which started in May 2022.

The year has seen life returning to some form of normality following the world-wide Coronavirus Pandemic. Coronavirus restrictions were lifted which has enabled annual events such as the Mayors Civic Service and Remembrance Day Service to take place again.

The Town Hall Office and Community Halls has been fully reopened to the general public. Legislation following on from the Coronavirus Act 2020 defined that Local Councils had to provide Hybrid Meetings if requested by a Councillor / Member of the Public. The Town Council is now fully utilised/set up to undertake Hybrid Meetings.

Further challenges have been faced not only from the aftermath of Covid, (i.e., Hirers not returning to the halls) but also the effect of the recession, inflation and the increasing cost of utility bills.

The challenges detailed will result in the Town Council facing further financial constraints in the 2023/24 budget and this will impact on the projects that can be undertaken during the next term of office.

Ruth Quinn (Town Clerk to Llantwit Major Town Council)

## **History of Llantwit Major Town Council**

Llantwit Major Town Council serves a population of approximately 14,500. It is the third largest Town/Community Council within the catchment of the Vale of Glamorgan Council and is still growing with the new housing developments being built around our surrounding town.

The Town Council was formed in 1974 although before this Llantwit Major was served by a Parish Council and this can be traced back to 1894. The first Town Council Mayor was Mr A C W Davies (1974-75).

Llantwit Major (Llanilltud Fawr) is steeped in history with it being named as the site of the main church of Illtud, one of the founding Saints of the monastic settlements of the 5th century AD in Wales. Nowadays Llantwit Major is surrounded by countryside and has excellent transport links, as well as to the South the Bristol Channel and the Heritage Coastline.

Llantwit Major Town Council is made up of 14 elected Councillors representing 4 wards, West Ward, South East Ward, North Ward and Boverton Ward. There is a team of 5 staff working both full time and part time delivering services on a daily basis.

The Council is responsible for many facilities, including 5 community buildings (2 of which are listed), bowling green, tennis courts, 2 playparks, 3 open spaces, recreation field, ornamental pond, cemetery and allotment site. The Town Council has recently taken over Stradling Park, an overgrown area in the centre of the town, under a 99-year lease from the Vale of Glamorgan Council. The plans are to develop this into an inclusive open space /recreational / educational and wildlife area for the community. The aim is for the community to be involved with the development of this wellbeing area for the town.

In 2013 the Town Council resolved to work in partnership with the Vale of Glamorgan Youth Services and provide a Youth Council. Unfortunately, due to financial constraints this is the last year that the Town Council can no longer support a Youth Council in the Town. Councillors wish to thank the Youth Council for all the hard work they have undertaken for the town including helping out at community events and litter picking.

## **Town Council Committees**

At the Annual Meeting held on the 19th May 2022 the following Committees / Forums were accepted for financial year 2022/2023:-

FULL TOWN COUNCIL

FINANCE AND POLICY COMMITTEE

RECREATION & BUILDINGS COMMITTEE

FOOTPATH FORUM

TOWN STUDY STEERING GROUP

PLANNING COMMITTEE

TOWN HALL WORKING GROUP

2YOUTH LINK COUNCILLORS

CITIZEN AWARDS PANEL

FAIRTRADE FORUM

SCHOOL GARDEN

5 YEAR PLAN COMMITTEE

ALLOTMENT SUB COMMITTEE

BOWLS CLUB SUB COMMITTEE

TENNIS CLUB SUB COMMITTEE

REMEMBRANCE DAY COMMITTEE

APPEAL HEARING (PERSONNEL)

APPEALS COMMITTEE (PERSONNEL)

GREIVANCE PANEL (PERSONNEL)

INTERVIEW PANEL

### **TOWN COUNCIL REPRESENTATIVES ON OUTSIDE BODIES/COMMITTEES**

CHARITIES.

VALE OF GLAMORGAN COUNCIL COMMUNITY LIAISON COMMITTEE

LLANILLTYD FAWR IN FLOWER

GOOD NEIGHBOUR SCHEME STEERING GROUP



PUBWATCH.

P.A.C.T

FRIENDS OF GLAMORGAN HERITAGE COAST

LLANTWIT MAJOR CHAMBER OF TRADE

CHRISTMAS LIGHT COMMITTEE

TOWN TWINNING ASSOCIATION

**MINOR AUTHORITY REPRESENTATION ON VALE PRIMARY SCHOOL GOVERNING BODIES**

ST. ILLTYD'S JUNIOR & INFANT SCHOOL

YSGOL DEWI SANT INFANT SCHOOL

YSGOL DDRAIG JUNIOR SCHOOL

## **Calendar of Town Council Meetings 2022/23**

### **2022**

19 <sup>th</sup> MAY	ANNUAL MEETING
26 <sup>th</sup> MAY	FULL TOWN COUNCIL MEETING
19 <sup>th</sup> JUNE	FINANCE AND POLICY COMMITTEE
30 <sup>th</sup> JUNE	FULL TOWN COUNCIL
4 <sup>th</sup> JULY	FOOTPATH FORUM
12 <sup>th</sup> JULY	TOWN STUDY STEERING GROUP
28 <sup>th</sup> JULY	FULL TOWN COUNCIL
5 <sup>th</sup> SEPT	FOOTPATH FORUM
29 <sup>th</sup> SEPT	FULL TOWN COUNCIL
13 <sup>th</sup> OCT	FINANCE AND POLICY COMMITTEE
27 <sup>th</sup> OCT	FULL TOWN COUNCIL
7 <sup>th</sup> NOV	TOWN STUDY STEERING GROUP
24 <sup>th</sup> NOV	FULL TOWN COUNCIL
15 <sup>th</sup> DEC	FULL TOWN COUNCIL

### **2023**

12 <sup>th</sup> JAN	FINANCE AND POLICY COMMITTEE
16 <sup>th</sup> JAN	FOOTPATH FORUM
26 <sup>th</sup> JAN	FULL TOWN COUNCIL
7 <sup>th</sup> FEB	TOWN STUDY STEERING GROUP
23 <sup>rd</sup> FEB	FULL TOWN COUNCIL
30 <sup>th</sup> MARCH	FULL TOWN COUNCIL
3 <sup>rd</sup> APRIL	FOOTPATH FORUM
18 <sup>th</sup> APRIL	TOWN STUDY STEERING GROUP
27 <sup>th</sup> APRIL	FULL TOWN COUNCIL
11 <sup>th</sup> MAY	ANNUAL MEETING

### **OTHER COMMITTEE MEETINGS**

PLANNING COMMITTEE	DATES TO BE DECIDED WHEN REQUIRED
BUILDING AND RECREATIONS COMMITTEE	DATES TO BE DECIDED WHEN REQUIRED
5 YEAR PLAN COMMITTEE	DATES TO BE DECIDED WHEN REQUIRED
WORKING GROUP	DATES TO BE DECIDED WHEN REQUIRED

## Your Town Councillors

### West Ward

#### Councillor Gwyn John



<b>Councillors Details</b>	<p>Councillor Gwyn John Ashgrove House High Street Llantwit Major CF61 1SS</p> <p>01446 793669 <a href="mailto:Cllr.GJohn@llantwitmajortowncouncil.gov.uk">Cllr.GJohn@llantwitmajortowncouncil.gov.uk</a></p>
<b>Committee Member</b>	<p>Finance and Policy Committee Recreation &amp; Buildings Committee</p>
<b>Why I became a Councillor? / What have I achieved?</b>	<p>I became a Councillor all those years ago to represent the people of our Town and to work hard in their interests, nothing has changed I have Llantwit Major running through my blood like a stick of rock and whilst the electorate want me I will continue to work for them.</p> <p>Over the past 12 months I have set my target for a new Health Centre Hub for the Town sited on Eagleswell Road, it was my idea and Llantwit First Independents supported me in collecting a petition of 3500+ signatures towards my campaign.</p>

#### Councillor David Powell (Deputy Town Mayor)



<b>Councillors Details</b>	<p>Purlon Farm Wick Road Llantwit Major CF61 1YU</p> <p>01446 792527 <a href="mailto:Cllr.DPowell@llantwitmajortowncouncil.gov.uk">Cllr.DPowell@llantwitmajortowncouncil.gov.uk</a></p>
<b>Committee Member</b>	<p>Finance and Policy Committee Recreation and Buildings Committee (Chair) Footpath Forum (Chair) Town Study Steering Group 5 Year Plan Committee Working Group Planning Committee (Deputy Chair) School Garden Citizen Awards Panel Remembrance Day Committee Christmas Light Committee Friends of Glamorgan Heritage Coast</p>
<b>Why I became a Councillor? / What have I achieved?</b>	<p>The reason that I wanted to become a Town Councillor is that I have seen many changes in Llantwit Major in my lifetime and I was keen to ensure that Llantwit Major remained a place where people enjoy living and working. I have always been immensely proud of our historic town and local rural area. I felt that the town needed to be preserved and maintained for future generations and as a councillor something I could help to achieve. Being involved on the footpath committee ensuring our rural rights of way are maintained and, on the planning committee working to keep a balance between maintaining the character town, its rural surroundings and its growth have help to ensure that some of this has been achieved. Being elected Mayor has been an immense honour for me and given me the opportunity to invest my time on the council in helping the Town and its future.</p>

## **South East Ward**

### **Councillor John Lewis**



<b>Councillors Details</b>	7 Samson Street Llantwit Major CF61 2SH  01446 792948 <a href="mailto:Cllr.JLewis@llantwitmajortowncouncil.gov.uk">Cllr.JLewis@llantwitmajortowncouncil.gov.uk</a>
<b>Committee Member</b>	Finance and Policy Committee Recreation and Buildings Committee Youth Link Councillor Town Study Steering Group Ysgol Dewi Sant Infant School (Governor)
<b>Why I became a Councillor? / What have I achieved?</b>	I have lived in and around Llantwit Major for over 40 years. In that time I have been involved with youth football and the annual 10k race, both of which were helped peripherally by the town Council. It seemed like the right thing to do to stand for election and put something back into the community.

## Councillor Gerwyn Thomas (Town Mayor)



<b>Councillors Details</b>	71 Illtyd Avenue Llantwit Major CF61 1TH 01446 792007 <a href="mailto:Cllr.GThomas@llantwitmajortowncouncil.gov.uk">Cllr.GThomas@llantwitmajortowncouncil.gov.uk</a>
<b>Committee Member</b>	Finance and Policy Committee Recreation and Buildings Committee Footpath Forum Town Study Steering Group Town Hall Working Group Youth Link Councillor Citizen Awards Panel School Gardens 5 Year Plan Committee Remembrance Day Committee Vale of Glamorgan Community Liaison Committee Pubwatch Christmas Light Committee

<p><b>Why I became a Councillor? / What have I achieved?</b></p>	<p>The reason I became a councillor was to give a little back to the town following my retirement in 2016. My aspirations are not personal but are guided by what is necessary for the betterment of LM. My achievements, also, are not individual ones, but in being an active part of an effective team, working on behalf of residents.</p>
--	--

## Councillor Graham Morgan



<p><b>Councillors Details</b></p>	<p>19 Waterfall Mews Ham Manor Park Llantwit Major CF61 1BA</p> <p>079 832 126 38 <a href="mailto:Cllr.GMorgan@llantwitmajortowncouncil.gov.uk">Cllr.GMorgan@llantwitmajortowncouncil.gov.uk</a></p>
<p><b>Committee Member</b></p>	<p>Finance and Policy Committee Recreation and Buildings Committee Footpath Forum Town Study Steering Group (Chair) Planning Committee Youth Link Councillor Citizen Awards Panel 5 Year Plan Committee Bowls Club Sub Committee Tennis Club Sub Committee</p>
<p><b>Why I became a Councillor? / What have I achieved?</b></p>	<p>During my tenure as Landlord of the Old White Hart, Llantwit Major 1st Independents held their monthly meetings there. I soon became aware of their policies and objectives with respect to their role in Llantwit Major and the Town Council in particular. I was particularly interested in the fact they were not influenced in any way by the policies of the mainstream political parties. An invitation by Cllr Gwyn John followed to become part of an organisation that puts the Voice of the People of Llantwit Major above all other issues. To this end I offered myself as a potential candidate for the role Town Councillor South East Ward</p>

## **Boverton Ward**

### **Councillor John Deakin**



<b>Councillors Details</b>	<p>9 Voss Park Close Llantwit Major CF61 1YF</p> <p>01446 793773 <a href="mailto:Cllr.JDeakin@llantwitmajortowncouncil.gov.uk">Cllr.JDeakin@llantwitmajortowncouncil.gov.uk</a></p>
<b>Committee Member</b>	<p>Finance and Policy Committee Recreation and Buildings Committee Planning Committee Town Hall Working Group Llanillyd Fawr in Flower Good Neighbour Scheme Steering Group</p>
<b>Why I became a Councillor? / What have I achieved?</b>	<p>I have been fortunate enough to live in Llantwit Major since 1983, and have always found the majority of people to be both friendly and mutually supportive of one another. Since I retired, I have endeavoured to become more involved with Community Activities, and saw seeking election to the Town Council as an opportunity to contribute to the well being of people of all ages. We are exceedingly lucky to have access to the wonderful coast and countryside adjacent to our Town, and everything should be done to protect this legacy for future generations, which could be under threat from what I consider to be inappropriate development. I am also keen to see improvements in the town's infrastructure, particularly roads and pavements, which most people would consider to be in an unacceptable condition.</p>

### **Councillor Mrs Sally Hanks**



<b>Councillors Details</b>	Greenmeadow Mill Road Llantwit Major CF61 1UH  01446 796803 <a href="mailto:Cllr.SHanks@llantwitmajortowncouncil.gov.uk">Cllr.SHanks@llantwitmajortowncouncil.gov.uk</a>
<b>Committee Member</b>	Finance and Policy Committee Recreation and Buildings Committee Town Hall Working Group Five Year Plan Citizen Awards Panel (Chair) Llantwit Major Chamber of Trade Ysgol Ddraig Junior School (Governor)
<b>Why I became a Councillor? / What have I achieved?</b>	Back in 2011 I personally became involved in a planning matter and was disgruntled with the way it was being handled. I spoke to Councillor Gwyn John who was a Town Councillor and a County Councillor, and after a few chats he suggested I stand as a Town Councillor. I was duly elected in May 2012 and have never looked back. I have always loved Llantwit Major and felt I had a good understanding and knowledge of the area. In 2016 I was elected as Mayor of Llantwit, and was very proud and privileged to do so. I enjoyed being a Town Councillor so much that in 2017 I was elected to represent Llantwit as a County Councillor. I feel we have achieved much for Llantwit Major and Boverton over the years, and aspire to achieve much more.

## Councillor William Norman

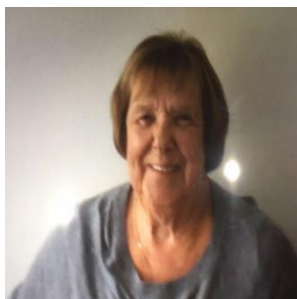


<b>Councillors Details</b>	Adenwi Eagleswell Road Llantwit Major CF61 1UF  01446 793545 <a href="mailto:Cllr.WNorman@llantwitmajortowncouncil.gov.uk">Cllr.WNorman@llantwitmajortowncouncil.gov.uk</a>
<b>Committee Member</b>	Finance and Policy Committee Recreation and Buildings Committee Footpath Forum Vale of Glamorgan Council Community Liaison Committee



<p><b>Why I became a Councillor? / What have I achieved?</b></p>	<p>The reason I became a Councillor is, " as an old Llantonian family of six generations , I love our Town and wanted to give something back to it".</p> <p>Furthermore, I have a great deal of knowledge on local history of the Town, experience in Safety and Civil Engineering and would like to use this to its best advantages for the betterment of our Town. It is a lot more work than I anticipated but I feel it is rewarding and worthwhile.</p> <p>I am a practical person and have a common sense approach to some of the issues we discuss. The more Senior Councillor's have been very good with me and pass on constructive comments and feedback whilst I have been in this role. The Town hall staff are also excellent in providing support and direction whilst carrying out my duties. As for achievements, it is personally rewarding when you feel from your input that a positive result with the best direction for Llantwit Major is achieved.</p> <p>Thank you all for your support thus far, I hope we all continue to work together to bring the very best for our historic and lovely Llantwit Major Town, to preserve and enhance it and give it the success it richly deserves in the Vale of Glamorgan</p>
--	--

## Councillor Mrs Gill Hughes



<p><b>Councillors Details</b></p>	<p>12 Voss Park Drive Llantwit Major Cf61 1YD</p> <p>07978 707058 <a href="mailto:Cllr.GHughes@llantwitmajortowncouncil.gov.uk">Cllr.GHughes@llantwitmajortowncouncil.gov.uk</a></p>
<p><b>Committee Member</b></p>	<p>Finance and Policy Committee Recreation and Buildings Committee Town Study Steering Group Planning Committee Allotment Sub Committee (Chair) Remembrance Day Committee Llantwit Major Chamber of Trade Town Twinning Association Charities</p>

<p><b>Why I became a Councillor? / What have I achieved?</b></p>	<p>As soon as we moved into Llantwit Major I fell in love with the town. The coastal position and friendly people made me want to contribute to the town in some way. I brought experience of being on several committees both in my professional life as a pharmacist and in my social life I was heavily involved in bowls. I was the Secretary of Welsh Women's Bowling association for 10 years. I am involved with fund raising in St Illtud's church and as a result have helped organise the Easter trail for the children and also the production of a calendar which raised considerable funds. I am involved in several committees like the planning committee and am chairman of the allotment committee and with the committee been responsible for widening the entrance thus making it safer for pedestrians.</p>
--	---

## North Ward

### **Councillor Dr Peter Dickson**



<p><b>Councillors Details</b></p>	<p>Fairfield Cowbridge Road Llantwit Major CF61 2YS</p> <p>01446 790393</p> <p><a href="mailto:Cllr.PDickson@llantwitmajortowncouncil.gov.uk">Cllr.PDickson@llantwitmajortowncouncil.gov.uk</a></p>
<p><b>Committee Member</b></p>	<p>Finance and Policy Committee Recreation and Buildings Committee Town Study Steering Group Planning Committee (Chair) Remembrance Day Committee Allotment Sub Committee Friends of Glamorgan Heritage Coast</p>
<p><b>Why I became a Councillor? / What have I achieved?</b></p>	<p>I became a Councillor to try and use my life experience as both a GP and senior adviser in the Health Service to help the people of Llantwit Major, a town in which my wife and I are very pleased to be part of.</p> <p>I have tried to listen to the concerns of residents and by working with the supportive Town Hall team, fellow Town Councillors and also Vale of Glamorgan Councillors, deal with issues to the best of my ability.</p>

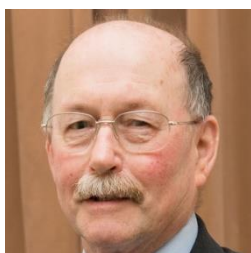
	<p>The past year has continued to be difficult because of the ongoing pandemic. However, I have contributed to Council meetings and sub-committees and also chaired the Planning sub-committee through 2021-22. This has involved establishing what I believe is a working relationship with the Vale Planning Officers so that they do attempt to listen to our concerns, even though our opinions may vary!</p> <p>I hope that, given my background, I will be able to work towards improving the health and social care facilities for the people of Llantwit Major</p>
--	--

## Councillor Mrs Jayne Norman



<b>Councillors Details</b>	28 Dyfrig Court Llantwit Major CF61 2GA 01446 796039 <a href="mailto:Cllr.JNorman@llantwitmajortowncouncil.gov.uk">Cllr.JNorman@llantwitmajortowncouncil.gov.uk</a>
<b>Committee Member</b>	Finance and Policy Committee Recreation and Buildings Committee Citizen Awards Panel Llanilltyd Fawr in Flower
<b>Why I became a Councillor? / What have I achieved?</b>	<p>I became a councillor as I felt that rather than complain that ‘Someone ought to do something about that!’, I should stand up and try and do something myself.</p> <p>I feel that with the help of my fellow councillors we have managed to achieve many success within the Town, but on a personal level, I am proud to have been both the Mayor of Llantwit Major (2017-18) , and of the Vale of Glamorgan (2020-2022), and, as a member of the Learning &amp; Culture Scrutiny Committee on the Vale Council, I was instrumental in the introduction of the Period Poverty campaign in the County, ensuring that every girl in the Vale has access to hygiene products when needed.</p> <p>This is a topic I feel very strongly about, and was delighted to see the Vale Council and the local schools embrace the idea and follow it through.</p>

## Councillor Dr P David Ellis



<b>Councillors Details</b>	Willastones 13 Heol Pentre'r Felin Llantwit Major CF61 2XS  01446 796517 <a href="mailto:Cllr.DEllis@llantwitmajortown.council.gov.uk">Cllr.DEllis@llantwitmajortown.council.gov.uk</a>
<b>Committee Member</b>	Finance and Policy Committee Recreation and Buildings Committee Town Study Steering Group Town Hall Working Group Charities FairTrade Committee Good Neighbour Scheme Steering Group P.A.C.T Town Twinning Association
<b>Why I became a Councillor? /          What have I achieved?</b>	I became a Town Councillor because I wished to play a role in promoting and developing Llantwit Major as an ideal place to live, especially with its unique history, coastal location and wide range of organisations and facilities, My vision is that of a caring and friendly community in which people feel safe and enjoy a good quality of life, whatever their age. Over the last five years I have succeeded particularly in establishing improved provision and facilities for older people and those with disabilities, creating a greener and more sustainable environment, reducing food poverty and promoting Llantwit Major as a Fairtrade town. I am actively involved in campaigning for a new Health Centre.

## Councillor Mr Eddie Williams



<b>Councillors Details</b>	3 Grange Gardens Llantwit Major CF61 2XB  01446 793021 <a href="mailto:Cllr.EWilliams@llantwitmajortowncouncil.gov.uk">Cllr.EWilliams@llantwitmajortowncouncil.gov.uk</a>
<b>Committee Member</b>	Finance and Policy Committee Recreation and Buildings Committee
<b>Why I became a Councillor? / What have I achieved?</b>	I wanted to contribute to the Town in which I've settled and brought up my family. I've seen many changes and want to continue to shape how it develops for the future. Since 2008, I've continued to serve the Town and surrounding area, taking into consideration all range of views and perspectives to bring about a safe and great place to live.

## Councillor Mr David Foster



<b>Councillors Details</b>	17 Llanmaes Road Llantwit Major CF61 2XD 01146 792179 <a href="mailto:Cllr.DFoster@llantwitmajortowncouncil.gov.uk">Cllr.DFoster@llantwitmajortowncouncil.gov.uk</a>
<b>Committee Member</b>	Finance and Policy Committee – Chair Recreation and Buildings Committee Planning Committee Town Hall Working Group – Chair 5 Year Plan Committee – Chair Allotment Sub Committee Citizen Awards Panel Bowls Club Sub Committee Tennis Club Sub Committee St Illtyds Primary School (Governor)
<b>Why I became a Councillor? / What have I achieved?</b>	After working in local government for over 30 years I thought my experience might be of help. The success of the Town Council is down to the Town Clerk and her staff. I hope I have been able to make a contribution to the work of the Council and provide a link between the staff and the Council.

## Meet Your Staff

### Mrs Ruth Quinn – Town Clerk/Responsible Financial Officer

Based at the Town Council offices, Town Hall, works 37 hours a week.

#### **Job Purpose:**

- Undertake the duties of the Proper Officer and Responsible Financial Officer of Llantwit Major Town Council and act in accordance with the statutory duty to carry out all the functions, and, in particular, to serve or issue all notifications required by law of a local authority's Proper Officer
- Take full responsibility for ensuring that the instructions of the Town Council in connection with its function as a Local Authority are carried out.
- Advise the Town Council on Standing Orders and policies to be followed, in respect of the Authority's activities and, in particular, to produce all the information required for making effective decisions
- Be accountable to Llantwit Major Town Council, for effective management of all its resources.
- To ensure an effective organisational structure is developed and implemented to meet the needs of the town council whilst balancing the need for financial efficiencies.
- Overall responsibility for all the financial records of the Council and administration of its finances
- Overall responsibility for ensuring compliance with current Health and Safety regulations.

Overall responsibility for Cemetery Management and ensuring the council meets the statutory requirements for the safe custody of all documents, deeds, records and burial registers.

#### **1. General Duties**

- Develop proposals for the long-term strategic vision for Llantwit Major, taking into account developments in local government policy.
- Prepare, in consultation with appropriate members, agendas for meetings of the Town Council and its committees, attend such meetings and prepare minutes for approval.
- Manage, monitor and control town council facilities, service agreements and any partnerships entered into by them.
- Act as Council's lead officer for future major projects
- Liaise and represent the council with the public, other public bodies and organisations including attending meetings with key stakeholders and positively promoting the council within the local community.
- Identify relevant sector-related information and distribute to Councillors.
- Receive and deal appropriately with correspondence and documents on behalf of the Council.
- Study reports and other data on matters relating to the business of the Council and discuss matters with specialists where required.

- Draw up, both on their own initiative and as a result of suggestions by Councillors, proposals for consideration by the Council and advise on feasibility, practicability and likely impact/effects of specific courses of action.
- Prepare, in consultation with the Chairman, press releases about the activities of or decisions of the Council.
- Attend relevant training courses to maintain continuous professional development.
- Act as a representative of the Town Council at meetings as required.

## **2. People Management**

- Have overall responsibility for the work of LMTC staff ensuring that all requirements of employment legislation are adhered to and to be responsible for all aspects of the management and employment of staff.
- Undertake direct line management of specified staff members in keeping with the policies of the Town Council
- Undertake all necessary activities in connection with the management of salaries and conditions of employment.

## **3. Financial / Physical Resources**

- Act as Responsible Financial Officer for the Council in respect of expenditure, income and fixed assets
- Overall responsibility for the preparation of the annual budget including precept, and the submission of annual accounts in accordance with financial regulations.
- Have delegated responsibility for expenditure in emergency situations up to a designated amount.
- Take responsibility for annual monitoring and balancing of the Council's accounts and preparation of records for audit purposes and VAT, and ensuring these provide value for money.

## **4. Policy**

- Ensure that legal, statutory and other provisions governing or affecting the running of the Council are observed and ensure that Council members have an up to date understanding of their statutory and other responsibilities.

**Mrs Dawn Howles – Deputy Town Clerk**

Based at the Town Council offices, Town Hall, works 30 hours a week.

The Deputy Town Clerk will deputise for the Town Clerk and carry out the statutory and delegated functions of the Town Clerk in his/her absence due to annual leave or sickness.

1. Ensure that statutory and other provisions governing or affecting the running of the Council are observed .
2. Support the Town Clerk in ensuring that the Council's obligations for Health and Safety Regulations are properly met.
3. Prepare, in consultation with members, agendas for meetings of the Council and Committees. To attend such meetings and prepare minutes for approval, other than where such duties have been delegated to another Officer.
4. In the absence of the Town Clerk cover their absence at the office, work with the Chairmen of other Committees to establish agendas, attend and subsequently minute Council and committee meetings
5. Have responsibility for supporting the work of the Planning Committee
6. Have responsibility for the Town Study Steering Group and act as the officer responsible for incoming queries and reports
7. Support the Clerk in the delivery of assets to the Town Council
8. Support the Clerk in maintaining and monitoring all systems and records relating to the Council's management of assets, including buildings, public open spaces and public realm
9. Act as the officer responsible for collating requests for allotments and leading on the introduction and development of allotment provision (including tenant liaison)
10. Act as the officer responsible for developing and updating the website with Council information, agendas, minutes and news items
11. Support the Clerk in the procurement of goods and services for the Council
12. Support the Clerk to ensure the timely and effective management of the Council's ongoing supply contracts renewals
13. Identify funding sources to support the on-going work of the Town Council, including community development work, as appropriate and to prepare funding applications for submission
14. Receive correspondence and documents on behalf of the Council and to deal with the correspondence or documents or bring such items to the attention of the Council. To issue correspondence as a result of instructions or the known policy of the Council
15. Study reports and other data on activities of the Council and on matters bearing on those activities. Where appropriate, to discuss such matters with administrators and specialists in particular fields and to produce reports for circulation and discussion by the Council.
16. Draw up on his/her own initiative and as a result of suggestions by Councillors, proposals for consideration by the Council and to advise on the practicability and likely effects of specific courses of action



17. In the absence of the Clerk to supervise staff members and manage the day-to-day running of the Council offices
18. Act as the representative of the Council where required
19. Prepare in consultation with the Chairman and other Councillors as appropriate, press releases about the activities or decisions of the Council
20. Prepare newsletters, posters and advertisements pertaining to Council business
21. Assist in the organisation of Town Council events
22. Attend training courses or seminars on the work and role of the Clerk and Council as required 26. Participate in the annual appraisal scheme.
23. Continue to acquire the necessary professional knowledge require for the efficient management of the affairs of the Council; membership of The Society of Local Council Clerks is suggested
24. Undertake any other reasonable tasks as directed by the Town Clerk

**Mrs Louise Taylor – Community Engagement Administrative**

Based at the Town Council offices, Town Hall, works 30 hours a week.

- To provide managerial and administrative support to the Town Clerk and Deputy Town Clerk .
- To assist in the process of developing service delivery and improvement plans for the Council's services and activities.
- To assist with charity functions and events for the Town Mayor, including attendance and designing of posters and tickets
- To be first point of contact for the Town Council office, including answering of phone and assisting visitors to the office
- Provide a link whilst engaging community groups, businesses, individuals, public agencies and other community partners with campaigns and projects.
- To work with Councillors and outside interested parties to move forward with green/environmental projects.
- Areas of work will include creating interesting and engaging activities and events around reducing and recycling waste.
- Oversee the publication of relevant Council information that promotes the town and the council's activities.

- Market the Town Council, providing press releases relating to positive news stories and engaging in public relations opportunities representing the Town Council
- Managing the development of the Council's communication strategy (digital and printed) including newsletters, website and social media.
- Regular updates about the Town Council activities on social media – across all platforms. Ensure Town Council website is kept up to date.
- Attend external meetings and gatherings on behalf of Town Council and reporting back to Councillors in both written and verbal context.
- Work alongside our Youth Council, attending meetings, overseeing projects and providing a link between Town Councillors and Youth Council
- Such other duties and responsibilities commensurate with the grade and in accordance with the general character of the job as may reasonably be required by the Town Council from time to time.

**Mrs Frances Butler – Administrative Assistant**

Based at the Town Council offices, Town Hall, works 8 hours a week.

(Thursday and Friday mornings)

To provide administrative support to the Town Clerk and Deputy Town Clerk (as listed on attachment)

To run the Town Mayors Diary and organise charity functions and events for the Town Mayor

To be a point of contact for the Town Council office, including answering of phone and assisting visitors to the office

Attend external meetings and gatherings on behalf of Town Council and reporting back to Councillors in both written and verbal context.

**Note: Frances Butler retired on the 30/12/ 2022**

**Mr Raymond Duncan – Gardener/Handyman**

Based at the Recreation Ground, works 37 hours a week.

To maintain high standards of maintenance of Council assets within the town.

**Main duties/responsibilities**

Mowing and strimming of two parks and an Allotment site.

- General maintenance in Parks, including benches & play equipment.

- To provide flower displays at various points around the town, including around the Cenotaph and the Town Hall Building
- General maintenance and upkeep of all Town Council Buildings
- Internal decorating (painting).
- External cleaning and tidying/weeding, litter picking around Council buildings car parks, parks, cemetery, west street pond and allotment site.
- Awareness and implementation of health and safety responsibilities as an employee.
- Fulfil necessary administrative tasks associated with the responsibilities of the post e.g., Time sheets, maintenance fault log reporting, consumables ordering, legionnaire testing.
- Being courteous and friendly to members of the public as the 'face' of the Town Council.
- Take a flexible approach in order to meet the Council's requirements.
- To maintain/ upkeep of tools / ride on mower / town council van to undertake the role.
- Undertake other duties that may be required from time to time within the general scope of the post.

**Mrs L Heffernan – Cleaner/caretaker, Town Hall**

Based at Town Hall & Old School, works 16 hours a week.

Duties will include;

To follow timetable for cleaning up to 4 council buildings dependent upon usage and requirements.

- Responsibilities to include Cleaning, washing, sweeping, vacuum cleaning, emptying of litter bins, polishing and dusting including toilets, and washbasins, and fixture and fittings, using where appropriate powered equipment, and cleaning materials. Clean windows/glass surfaces. Clean light fittings/shades
- Ensuring that washroom facilities/toilet areas are regularly inspected to maintain a high standard of cleanliness and that they are maintained with an adequate supply of soap, toilet rolls etc
- Ensuring sufficient stocks of essential janitorial materials are maintained e.g., soap, paper towels, toilet rolls, light bulbs etc
- Convey waste produce to the appropriate central refuse area as required. undertake the sorting of rubbish in compliance with the town council's recycling policy.
- Undertake internal and external training as specified by the Town Clerk or the Council
- Any other duties as reasonable requested by the Clerk or Council

# **Town Council Training Policy / Plan**

## **Llantwit Major Town Council**

### **TRAINING POLICY AND STATEMENT OF INTENT FOR COUNCILLORS AND EMPLOYEES**

#### **1. OBJECTIVE**

The Town Council consists of elected Councillors and employs members of staff. The Town Council firmly believes that to be successful in delivering services to the public is to be properly trained to carry out our respective roles. The Town Council is committed in supporting Councillors and Employees through its training and development programme.

#### **2. HOW DO WE IDENTIFY TRAINING NEEDS?**

Through:

- Individual Training Programmes specific to the various roles (see employees' training Programme) Identifying further personal training needs of employees through the Staff Review and Development Programme. A record of training will be kept centrally and in personnel files.
- Councillor and Employee Induction programmes
- Assessment of Training needs of Committee members (see Councillors' Training Programme)
- Regular review of new Government legislation and guidelines which will require training to meet changes.
- The Town Clerk to follow the Continuing Professional Development programme recommended by the Society of Local Council Clerks
- Recommendations on Councillors training courses and conferences offered through the National Association of Local Councils

#### **3. HOW IS TRAINING FUNDED?**

Each year prior to budget setting the Town Clerk and Councillors will complete a training needs analysis to identify training needs for the following financial year and make recommendations to the Council for budget required to fulfil the council's commitment to training and development of its staff and councillors. Continuing Membership of SLCC will provide further opportunities for reduced training costs.

#### **4. OUR INVOLVEMENT IN THE TRAINING STATEMENT OF INTENT**

Continued learning and development will ensure the Town Council remains an effective organisation. Officers and Councillors will be encouraged to think about the skills they need to do the job and make them known, staff will advise their line managers/ the Town Clerk. In addition, any essential training required for some post holders will be set out in an Employee Training Programme and or continuing professional development programme where appropriate.

## 5. WHAT WE CAN EXPECT FROM THE TRAINING PROGRAMMES

- To receive an Employee or Councillor induction to the post
- To have an identified and accessible Line Manager
- To receive regular supervision
- To be made aware of appropriate training and development opportunities
- To be encouraged to consider and identify your own developmental needs considering any specified skills for our posts and through supervision and discussions.
- To discuss Personal development during the review with your Line Manager/Supervisor
- To have a record of any development/training undertaken
- To have access to relevant learning materials and reference books at the Town Council
- To take responsibility ourselves to maintain and improve our knowledge and skills.
- 

## 6. TRAINING PROGRAMME FOR EMPLOYEES

Town Clerk Induction, to include H&S, Risk Assessments, Mental Health Awareness for Managers, Stress Awareness for Managers, IOSH Managing Safely, Staff Handbook, Council Policies, ILCA/CiLCA, Community Governance, SLCC CPD programme any relevant management training.

<b>Office Based Staff</b>	<b>Frequency</b>
New Starter Checklist	Upon joining the Council
Induction training to establish any further training needs in order that the employee may effectively use the office systems software.	Upon joining the Council & Annually
ILCA – provided through SLCC £120 + VAT.	Option for new starters
Online training for Health and Safety to include individual responsibilities for health and safety, COSHH, Display Screen Equipment, Fire Precautions, Working at Height, Manual Handling, Lone Working, Well-being at Work, Emergency Procedures, a review of items in the Employees Handbook and Site-Specific Training.	Every two years
First Aid Training	Every three years
Staff Review and Development Schemes to highlight any further personal development and or training.	Annually
<b>Handyman</b>	
First Aid Training	Every 3 Years

<p>Online training for Health &amp; Safety provided by Ellis Whitman to include:</p> <ul style="list-style-type: none"> <li>Asbestos Awareness</li> <li>Environmental Awareness</li> <li>Fire Safety</li> <li>Risk assessments</li> <li>Provisions and Use of equipment</li> <li>Safe working practices</li> <li>COSHH Awareness</li> <li>Working at Height</li> <li>Work Equipment Awareness</li> <li>Slips, Trips &amp; Falls Awareness</li> <li>Risk Assessment Awareness</li> <li>Noise Awareness</li> <li>Lone Working Awareness</li> <li>Legionella Awareness</li> </ul> <p>Basic Tree Survey &amp; Inspection</p>	
<p><b>Councillors</b></p>	
<p>Initial induction meeting prior to Annual Meeting to be conducted by Town Clerk – to also receive an information pack containing information about the Council, facilities run by the Town Council, the Council Standing Orders and Financial Regulations, important policies and procedures, powers and duties, Good Councillors Guide, OVW a Guide to being a Councillor and the Town Councils Members Handbook</p> <p>Code of Conduct – provided by Vale of Glamorgan Council FOC</p> <p>Planning Aid Wales – For members of the Planning Committee</p> <p>Finance Training</p> <p>Recommended:</p> <ul style="list-style-type: none"> <li>Budget Planning &amp; Precept Setting</li> <li>The role of internal Audit</li> <li>Risk Management</li> <li>Introduction to VAT for local Councils</li> </ul>	<p>Newly elected Councillors</p> <p>All Councillors (even if previously attended)</p> <p>Members of the Planning Committee</p>

## Town Council Assets

### Recreation Ground

Boverton Road, Llantwit Major – 9.63 Acres

- Two Play Areas
- Three Rugby Pitches
- Open Space with seat and trees
- Tennis Courts
- One Bowling Green
- Two Pavilions

### Seaview Park

Colhugh Street, Llantwit Major – 4.64 Acres

Open Space

### Lorna Hughes Park – 0.78 Acre

Open Space landscaped to provide a small park

### Cenotaph and Steps

Church Street, Llantwit Major

Base of War Memorials Grade II Listed

### West Street Pool

West End Town, Llantwit Major

Ornamental Pond

### Allotments

Llanmaes Road, Llantwit Major – 2.5 Acres

Currently 96 allotment Plots

### Cemetery

Boverton Road, Llantwit Major -12.64 Acres

(Stillbirth and Children's Memorial Garden with Burial Space)

### Old School

Wine Street, Llantwit Major Community Building

Grade II Listed Building

- Classrooms available for hire for community and recreational purposes

- Permanent facilities provided:
- Council Chamber, Nursery/Playgroup
- Council Chamber is licenced as a venue for civic weddings

### **Llantonian Hall (Old Pensioners Centre)**

Off Boverton Road, Llantwit Major

- Available for hire for community and recreational purposes.
- Public Entertainment Licence in Operation.

### **Town Hall**

Church Street, Llantwit Major – Grade II Listed Building

- Main Hall and rooms available for hire for community and recreational purposes.
- Public Entertainment Licence in Operation: 150-dancing/close seating, 75 with tables and chairs.
- Heritage Centre available for classes and meeting for up to 15 persons

### **Stradling Park**

Off Stradling Place, Llantwit Major, CF61 1TJ

Open Space (to be developed 2023 onwards into a community area incorporating wellbeing and environmental projects)



## **Annual Audit for 2021/2022**

**Note:** Still to be released from Audit Wales for the 2021/2022 Financial Year.

## **Achievements for 2022/2023**

Hearing Loop installed in Llantonian Hall

Allotment Site - allotments skips hired for tenants to clear unwanted metal /glass / rubbish from their plots

Weddings held in Council Chamber / Receptions in Town Hall during summer 2022

3 new pieces of Adult Exercise Equipment installed on Recreation Field

IT Equipment installed and in use to offer hybrid meetings in Council Chamber

Two new memorial benches for around the Cenotaph

Exterior Lighting for front of Town Hall building

Full cleaning and repairs to Town Hall Clock

Fence line along Illtyd Avenue / Recreation Field

Fairtrade signage erected under 'Welcome to Llantwit Major' Signs

Town Mayors Chain (additional links inserted and separated into two chains)

Floodlighting of Tennis Courts

Took over lease of Stradling Park – started clearing area

Installed Digital Notice Board in Town Precinct

Successful grant to purchase 2 marques/ flooring and storage for equipment

Cleared area behind West Steet Pool / Midwell – Started to replant hedgerows / installed nature camera – working in partnership with Local Places for Nature

Updated cemetery records up to early 1980's onto a computerised system.

Created a garden area around the Council Chamber and cleared part of the Old School Playground

Continuing developing Town Council website and social media sites

Repainting interior of Old School and general refurbishments

Platinum Jubilee Event put on for the town

## **2023/24 Plans and Ongoing Projects**

Installation of lift in Town Hall (subject to Planning / funding availability)

Repair of chime mechanism for Town Hall Clock

New boiler Llantonian Hall

Grants / Projects being undertaken to transform Stradling Park into a community park for residents of the town.

Use marques for community events / council chamber weddings. Look at hiring out the equipment to local organisations.

Continuing the Midwell/West Street Pool project

Put on Community Events for town (Food festival / Citizen of Year Awards Ceremony/ Remembrance Day Parade/ Pantomime

Refurbishment of blue plaques around the town

## **A prosperous Llantwit Major**

### **What we did well**

- The Old School, Town Hall, Compass Building and Llantonian Hall were all open for both regular and casual Hirers throughout this 2022/23 term of office.
- Just Be Counselling, 1 Nursery and the History Society continue as long-term tenants at the Old School Building. (Note: Just be Counselling terminating tenancy agreement effective from 31<sup>st</sup> March 2023).
- The Town Council held 4 weddings and 6 receptions in the Council Chamber and Town Hall Buildings.
- A hearing Loop System was installed in Llantonian Hall to work alongside the Sound/PA system installed in 2020. Thus, providing a mechanism for those with hearing difficulties to be able to attend and enjoy functions in Llantonian Hall.
- A Vale of Glamorgan Council Stronger Community Grant was successfully obtained to purchase 2 large marquees / flooring and storage and accessories for use at Town Council and local community events.
- A Vale of Glamorgan Council Stronger Community Grant was successfully obtained to refurbish and purchase Blue Plaques as part of the towns Blue Plaque trail.
- The Town Hall Office continued throughout 2022/23 to provide information / support/council and tourist information to the general public and residents of the town.
- The website is always maintained and updated in accordance with latest regulations / requirements. The online site promotes the Town Council Facilities, functions and businesses.
- Worked with Llantwit Food Project (through National Lottery Funding) to secure funding to obtain and install a Digital Notice Board in the Town Centre. This will display all local news and events for the town.
- The Town Council continued to fund the Llantwit Youth Council (up to March 2023) to provide young people an opportunity to gain experience of Local Council and undertake community work which can assist with their Welsh Baccalaureate and College/University applications.
- Provided financial support and assistance to ensure the success of the 2023 Christmas Light Illuminations throughout the town.
- Provided financial funding and support to ensure 10 floodlights were successfully installed on the four tennis courts on the Recreation Field.
- Worked with Vale of Glamorgan Council to take over a 99 year lease on Stradling Park to provide an additional asset for the Town Council. Working with local groups and organisations to secure funding, materials and plants to develop the park and provide an outdoor community area for the town.

## **Work more closely with local organisations**

- The Community Engagement Administrator continue to develop good communication links and working relationships with local organisations/ Chamber of Trade / Town Centre Development Team / Vale of Glamorgan Council to obtain fundings and resources to improve the financial viability and footfall to the town.
- Continue to look at ways to use our Council facilities to provide community events for the town, to promote our town and increase the number of tourist and business opportunities for Llantwit Major.
- Offer our children better after school/holiday activities. For example, use Stradling Park to provide projects / extra curriculum activities for children to undertake to help with the Town Council reaching their goal of providing an eco-friendly park for the area. Also offer other local organisations and demographic groups a place where they can learn new skills, improve their wellbeing and work to help the council reach their project zero goals.
- Look at all our Buildings and usage. In particular the options/ideas for the Old School and Compass Building (both not fully utilised since Lockdown restrictions were lifted). For example:-
  - Office space for Small Businesses
  - Spaces for charities/local community projects
  - Early / Adult Learning Groups

## **Facts and Figures**

- Gillybeans playgroup took on the additional room and expanded when the Cylch Playgroup vacated part of the Old School at the beginning of March 2022.
- The contract with co-working was extend until end of March 2023 to give opportunities for people to have affordable office space to work from in the upstairs of the Old School.
- Four weddings were undertaken in the Council Chamber in 2022/23. Six reception parties were held in the Town Hall.
- The Town Council managed to keep hiring fees unchanged/precept unchanged from 2019 up to the end of the financial year March 2023. Giving residents of our town affordable venues to put on their personal and community events.

## **What was said about us**

*“Thank you, for, once again supporting Boverton and Llantwit Major Christmas Lights.*

*Your monies ensure that the lights and displays are secured in a dry unit, which can only help with their longevity. I would also like to thank all the members of the Towns Council, who help the committee with their time and efforts with The Lantern Parade, assisting with building the Christmas displays and being a much needed support.*

*Working together, has definitely made Boverton and Llantwit Major a place to come and visit at Christmas Time, not just for our many wonderful shops but for our festive lights too. Many Thanks”* **Toni Marley (Christmas Lights Committee)**

*“I have used the Town Hall fairly regularly during the past two years, we block book three (or more) days at a time to train new members of staff in studio set-up and photography.*

*The Town Hall is a fantastic space and trainees are always very impressed when they arrive and walk in for the first time!*

*It is always nice and warm and spotlessly clean both upstairs in the main hall and downstairs in the kitchen area.*

*Booking is really straightforward, and the staff could not be more accommodating or helpful if they tried. I can honestly say that we have never had a problem, but it's nice to know that staff are downstairs in the office if we need them...thank you all!!”*

**H Tempest Ltd**

### **Old School refurbished for Co-Working**



**Town Hall set up for Wedding Party**



## **A Resilient Llantwit Major**

### **What we did well**

- The Planning Committee have had a challenging year, with many Applications that have been sensitive in both our wards and neighbouring areas but they have continued to work hard to review and comment on all Planning Applications. They adhere to the latest Welsh Government Planning Regulation Guidelines, Vale of Glamorgan Council Local Development Plan, Conservational, Ecological and Environmental recommendations whilst incorporating/listening to the views of Llantwit Major residents .
- The Planning Applications relating to TPO tagging, although not required to be reviewed by the Town Council Planning Committee are continually checked and monitored to ensure our town is adhering to all the environmental and conservational guidelines with reference to tree preservation. The Town Council record a log of all TPO's undertaken in the town.
- The Allotment site continues to gain popularity during 2022. There are 19 people on the waiting list. New procedures have been implemented to ensure that unkempt plots can have tenants evicted within 6 weeks thus making the process quicker and easier for people on the waiting list. Larger plots are split into smaller more manageable plots when they come up for re-letting. At present there are 104 plots that have allotted tenants on the Llanmaes Road Allotment Site.
- Continual maintenance of our listed buildings adhering to CADW guidelines. Work included:
  - Looking into the initial phase of installing an internal lift into the Town hall building to provide disabled access to this venue and encourage more events to be able to be undertaken in this historic building.
  - Repainting and revarnishing doors/windows/internal walls to preserve the interior and exterior of the building whilst ensuring all relevant listed building consent is followed.
- The Town Council continue to preserve and maintain Boverton Cemetery. All burials/grave plots are being documented onto a computerised system to ensure the records are digitalised for the future.
- Stradling Park is now leased for 99 years from the Vale of Glamorgan Council to Llantwit Major Town Council. The aim for the next year is to create a safe / quiet / environmentally friendly area for residents of the town.
- To run and maintain two children play parks. Three additional pieces of adult play equipment were installed on the Recreation Field following a successful Stronger Communities Grant Application
- A skip was funded by the Town Council for tenants to get rid of all unwanted building materials from their Allotment plots.
- Working with local organisations/charities managed to obtain funding to open up the area leading from West Street Pool to Midwell and have also planted new hedgerows and trees in Town Council open space areas.



- Floodlights installed in the Tennis courts providing greater opportunities for the Tennis Club to provide additional sessions etc and thus encourage growth of the club and membership base.
- Support the Bowls Club and Rugby Club providing funding to enable both organisations to develop and support their community (e.g., money given to LMRFC to put on the annual Firework Display for the town).
- The Town Hall Clock was taken away to be repaired and refurbished. It is now back in its rightful place keeping good time for the town.

### **What we think we could do better**

- Continue to Work closely with outside parties and the local community to encourage sustainability.

### **Facts and Figures:**

Our members sit on a range of community organisations, adding value to their work, strengthening community relations and reporting back to the Council to ensure public accountability.

### **What was said about us**

*“Over the course of the past two years, Llantwit Major Town Council and Llantwit Major Tennis Club have collaborated extremely successfully to deliver a state of the art sports facility for the local community. This could not have been achieved without the continuing support and enthusiasm of the local councillors and the team at the Town Hall. The Town Council were able to source significant funding to enable the club to deliver the new floodlight project during the past eighteen months, which followed on from the previous court resurfacing project. The Town Council’s commitment and drive in regard to this community project has resulted in a legacy asset that will serve our community for many years to come”.*

Roger Williams, Honorary Chairman, Llantwit Major Tennis Club

*“Working closely with the Conversation Group and Cadw to try and get a lift installed in the Town Hall to allow every in our town to access this historic/iconic building”*

Councillor Dave Powell (ref Town Hall Lift)

## Tennis Club Floodlights



**Town Hall Clock off for repair and the Red Dragon Wind Vane being cleaned!**





**Youth Council at the Platinum Jubilee Presentation**

## **A Healthier Llantwit Major**

### **What we did well**

- Obtained a Vale of Glamorgan Council Community Trust Grant to install three additional pieces of adult play equipment on the Recreation Field.
- Supported both administratively and financially the Tennis Club to install 10 Floodlights on all four tennis courts on the Recreation Field providing play throughout the winter months.
- Opened and maintained throughout last year 2 play parks on the Receptions Field. Repaired various play equipment following monthly inspections.
- Allowed local children's activity groups to run outdoor classes on Seaview Park and Lorna Hughes Park to encourage healthy living.
- Hearing loop system fully operational in Llantonian Hall to provide those with hearing difficulties the opportunity to attend, enjoy and participate in events put on in the Hall.
- To continue to work and support and further develop relations with external clubs and organisations that hire/use the Recreation Field (i.e., Rugby Club / Bowls Club / Tennis Club).
- The Town Council continued to support Local Age Connect with reduced hiring fees to support and promote activities for the elderly within our town.
- Continue to maintain and run a Defibrillator in the Red Phone Box in the Cenotaph Square. Also have taken over the daily maintenance and checks on a Defibrillator located in the Precinct.
- Continue to work towards getting the footpath officially instated along part of Mill Road, Boverton.
- The Town Council installed 2 new World War 1 and 2 Memorial benches outside the Cenotaph to provide seating and reflection to both residents and tourists. The existing seats were relocated to other areas of the town.
- Stradling Park will provide residents a place to create a community garden for the town. Whether its working on areas within the park or sitting to enjoy the tranquil surroundings.
- A tree and shrub planting scheme are being undertaken in many of the town councils open areas promoting environmentally friendly areas and opportunities for residents to help create green/eco-friendly areas for the town.

### **What we think we could do better**

- Continue to work with the Vale of Glamorgan Council and other local organisations to provide and promote activities for children after school and in the school holidays.
- Ensure we continue to provide safe playground equipment in our Parks and always look at improving these areas and where possible ensure inclusive usage.

- To improve communication and links with all schools/clubs etc to make them aware of the facilities the Town Council can offer to help make Llantwit Major a healthier town.
- To review and find further ways to promote the Town Council facilities and achievements throughout the community.
- Obtain Grants/Funding to progress Stradling Park and provide a community garden for our town that not only offers recreations but workshops etc for all demographics of our town to undertake.
- Further progress the installations of an interior lift in the Town Hall to provide better access and provide opportunities for all to attend events held in the Town Hall.

### **Facts and Figures:**

- The Recreation Field provides 3 active and popular sporting clubs (Rugby/Bowls and Tennis) encouraging well-being and healthy activities for the area.
- Everyday over 50 children play on the 2 outdoor play areas on the Recreation Field and many teenagers and adults make use of the adult play equipment.
- Over 60+ people at events ran in Llantonian Hall (e.g., groups such as the Horticultural Society / History Society) and now have the opportunity to use a PA system / Hearing Loop system.
- Over 30+ elderly people regularly attend Age Connect Meetings in Llantonian Hall held on a weekly basis.

### **What was said about us**

*“The U10’S Play Park provides such a pleasant safe place for me and my child to play. We meet other parents and their children and often enjoy a picnic on the benches provided. It’s an enjoyable outing without costing any money”.*

Mum and 2-Year-old daughter

*“The memorial benches look wonderful installed in front of the Cenotaph. Making the Old Town of Llantwit Major a lovely place to visit. Really enjoyed sitting on the benches whilst enjoying a relaxing cup of coffee”*

Tourist visiting Llantwit Major

**Memorial Benches**



**Stradling Park**







**Adult Play Equipment**



## **A More Equal Llantwit Major**

### **What we did well**

- The Town Council successfully awarded grants to the following local groups to provide additional funds for them to maintain and run their organisations. Grants for 2022/23 were awarded to:-
  - Llantwit Major Christmas Illuminations Committee
  - Llanilltud Fawr in Flower
  - Llantwit Major Festival of Arts (Three Streams)
  - Llantwit Major Chamber Music Festival
  - Llantwit Major 10K Committee
  - Vale Plus
  - More in Common Llantwit Major
- The Town Council ran a successful Remembrance Parade and Service event for the town. This was made more poignant as it is the last time the RAF Volunteer Band and RAF Servicemen will march through the town to commemorate Remembrance Day due to the imminent closing of the RAF Base at St Athan.
- The Council continue to support many local organisations in the town that provide valuable services to the community. This includes the Christmas Light Committee, Age Connect, Town Twinning Committee, Dementia Friends and Fair Trade.
- The Town Council are still continuing to work with the Vale of Glamorgan Council and local landowners to continue to try to re-establish the public footpath in Trebeferad.
- The Town Council successfully liaised with the Vale of Glamorgan Council to take over Stradling on a 99-year lease.
- The Town Council have supported the Mayor, Councillor Gerwyn Thomas chosen charities (Vale Plus). He has raised so far £520.00 for this charity during his period in Office.
- The Town Mayor attended the Town Twinning Trip to Le Pouliguen in September 2023. Redeveloping links and friendships with the French town. Le Pouliguen are hoping to pay a return visit to Llantwit Major in September 2023.
- Working with Three Streams Festival Group to provide a Food and Drinks Festival in the Town Hall Car Park on the 11<sup>th</sup> and 12<sup>th</sup> June 2023.
- The Town Council give reduced rates to the History Society to ensure they have a room at the Old School to hold all their archive material and run a very popular Historical Society.

### **What we think we could do better**

- Continue to support inclusive play equipment when upgrading play equipment.
- Continue to work with businesses to improve the town and increase its footfall. Look at reinstating the links to the Chamber of Trade for the benefit and growth of local businesses.

- Look at ways to fully utilise the Old School Building in the future now the upstairs has been refurbished.

### **Facts and Figures:**

- The Town Council offers reduced rates on all its facilities for those using them to raise funds for charitable organisations or those holding weekly/monthly event classes for those which help residents.
- 7 Grants were handed out to local organisations.

### **What was said about us**

*“In the last two years the council has continued to be supportive of community driven Chatty Cafe run by volunteers in the local More In Common group, inspired by the late humanitarian Jo Cox to help others facing loneliness and social isolation to form a regular welcoming space for connection in our community. Mayors and their consorts have kindly opened our Great Get Together Chatty Cafes each summer and helped spread the word including through the new plasma screen and key council poster sites.*

*Growing to three monthly sessions through the winter fuel crisis, we are honoured to have been awarded £200 towards this year's Chatty Cafe, helping meet the cost of this free service, open to all regardless of situation”.*

Laura Henderson (More in Common Group)

*“Llantwit Major was first twinned with Le Pouliguen in France 40 years ago. The two towns met in alternate years for some time and then, as with many things, the relationship started to tail off. It was successfully given new life in 2022 when a group of Llantwit Major residents went to Le Pouliguen accompanied by the Mayor and spent a few days staying with local residents.*

*The relationship has been supported by the Town Council and the twinning society is looking for new members and indeed previous ones who would like to rekindle old friendships”.*

Town Twinning Chairperson

*“Without the continuing support from Llantwit Major Town Council, we could not put on an Annual 10k trail race for our town. Which bring both locals and athletes from around the country to compete in this challenging multi terrain race”*

Secretary LM10K Committee

**Town Hall Remembrance Day**



**Mid Well Pool after being cleared**



## **A Llantwit Major of Cohesive Communities**

### **What we did well**

- The Town Council provides the Old School Building as a co-working facility. Offering local businesses office space at cost effective prices.
- A new hearing loop installed in Llantonian Hall to assist with those with hearing difficulties.
- Fair Trade status for the town was renewed in 2022 and the Committee organised stalls and events during Fair Trade fortnight.
- A Digital Notice Board was purchased and installed in the Precinct providing a further method for local organisations/charities and the Town Council to promote their activities and tell local people 'What's On' in their town.
- Provided a Touring Pantomime 'Robin Hood' for the town at a cost of £5 per ticket. Giving the community an opportunity to see a traditional panto at a cost-effective price.
- Provide an outdoor/indoor event for the community (despite weather conditions) to celebrate the Queens Platinum Jubilee Celebrations.
- The first Civic Service since lockdown was held for the Mayor (Councillor Gerwyn Thomas). An opportunity for dignitaries and guests to visit our community.
- The Town Council provided a Wedding Venue and Reception Area for residents of our town at affordable rates (5 weddings in Council Chamber and 7 Receptions in Town Hall).
- The Town Council venues provide the community with low cost hiring fees. The Rates have been maintained at the same costs since 2019. Giving local organisations/groups/individual's opportunities to hire halls/facilities and affordable rates.
- Organising a Citizen of Year event in April 2023 to honour people/organisation/businesses in our town that have over the previous 2 years have selflessly gone above and beyond to help those in our community or have achieved outstanding success in their specialised field.
- Now run fully operational Hybrid Council Meetings that are held in the Council Chamber. Recently installed permanent WIFI system for the room. Thus, adhering to all Welsh Government Regulations.
- All Works and Tenders (where possible and financially viable) are undertaken by local companies. Supporting businesses within our community.
- The Town Council continue to use website/social media platforms/Quarterly Newsletters and Notice Boards to publicise Council and Community News and Events. Continuing to develop the 'Birth/Marriage & Deaths Notice Board in the Precinct.
- The Town Council continue through the Town Study Group and external organisations to look at ways to promote footfall, businesses, tourism to the town.

### **What we think we could do better**

- Continue to promote what the Town Council does (i.e., Councils policies and projects). Increase profile through Multi-media social network sites. Also look at alternative social media sites to further advertise the Town Councils roles and responsibilities (e.g., Twitter/Instagram).
- Inform the general public the difference between a Town and Borough Council.
- Further encourage 'all' Councillors to use the Cloud to access Agendas and Minutes online to reduce the paper output in the Office.
- To continue to work with and further improve links with voluntary organisations with the town.
- To continue to find Grant /Funding opportunities in the economic challenging time to fund Town Council projects.
- To look further into the role and way forward for the Town Study Steering Group.

### **Facts and figures**

- Despite challenging times Llantwit Major still has the lowest shop vacancy rates in the Vale of Glamorgan.
- Our precept rate is one of the lowest in the Vale of Glamorgan.
- Hiring rates in all our Town Council Buildings have remain unchanged from April 2019 to March 2023.

### **What was said about us:**

*"I have just moved to the area and have found the Electronic Notice Board really useful in telling me what's going on in the town and what organisations I can join to get to know new people."*

Resident re digital notice board

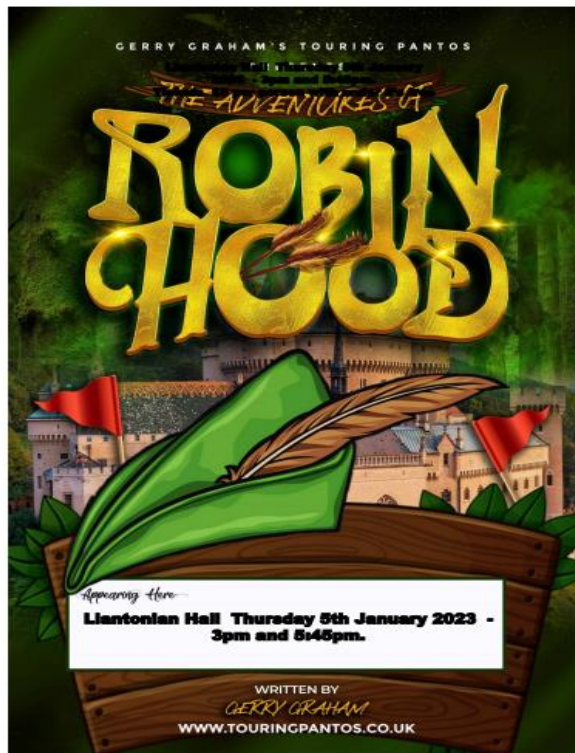
*"Great to have the Panto back again following the Pandemic. It's become a family tradition for us".*

Pantomime guest

Fair Trade Signage



Pantomime Poster



**Digital Notice Board installed in precinct**





**Age Cymru's Nordic Walking  
In Llantwit Major  
For the the over 50's  
IS THE  
Llanilltud Nordic Walking Group**

The 2023 Thursday weekly walks, for the over 50's, are in full swing, with both long and shorter walks. Both locally and further a field!

Why not join them and start exercising every muscle in your body, for free?

Our International Nordic Walking Federation/  
British Nordic Walking courses run from MidMarch  
So  
Contact us for details, now!

Please contact:-  
Colin Parsons, Instructor 07906 023 272  
Chris Dance, Walk Leader 07736 470 650  
Tim Ingram, Instructor 07866 921 906  
[Llanilltudnw@gmail.com](mailto:Llanilltudnw@gmail.com)



Age Cymru is a registered charity 1126436, Company Limited by Guarantee and registered in England and Wales 6837284.  
Registered office address: Tŷoŷn Pafy, 13/14 Neptune Court Vanguard Way, Cardiff CF24 5SP. (c) Cymru 2011

## **A LLANTWIT MAJOR OF VIBRANT CULTURE AND THRIVING WELSH LANGUAGE**

### **What we think we did well:**

- All new signage produced/purchased by the Town council is printed bilingually in English and Welsh.
- Provided a commemorative event for the town to celebrate and honour Queen Elizabeth II 75 years as monarch of the United Kingdom.
- Town Councillors attended the Town Twinning Trip to Le Pouliguen to further encourage and develop links with the French town.
- The Town Council organised a Remembrance Day Service around the Cenotaph and parade through the town.
- The Town Council continue to care and maintain their listed Buildings (Town Hall, Old School and Cenotaph) working with CADW and the Vale of Glamorgan Council to ensure the buildings comply with the architectural/historical regulations/guidelines.
- The local History Society house their archive room in one of our premises. The archive room is open once a week to residents and visitors subject to Government Guidelines.
- Banners, Flags, Canvas Bags, Car Stickers for promoting tourism within the town are bi-lingual (half printed with Welsh wording and half English wording)
- All Posters for Council Meetings are Bi-lingual and all Minutes and Agendas on request can be translated into Welsh.
- A member of staff is a fluent Welsh speaker.
- Any incoming telephone calls to the Town Hall are answered in both Welsh and English.
- The Town Council continually review the Council's Welsh Language Scheme.
- Outdoor lighting (in various colour schemes) has been installed to the external front wall of the Town Hall highlighting the historic building. The colour display varies dependent on the time of year / events being undertaken in the town (e.g., Blue & Yellow to support Ukrainian / Red to represent the poppies for Remembrance day).
- The historic Town Hall clock has been restored and is now fully operational again.

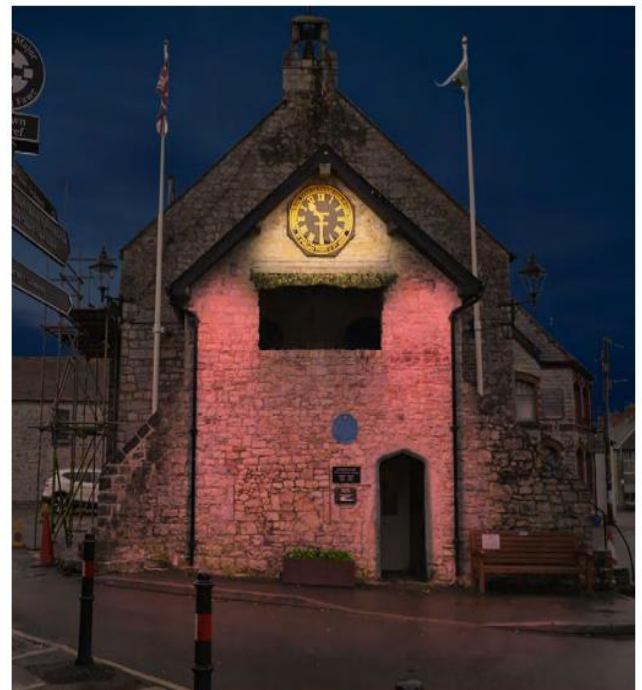


**What we think we could do better:**

- Re-establish stronger links with the Town Councils of Le Pouliguen, France and Llantwit Major.
- The Town Council Staff and Councillors try to improve their knowledge and use of the Welsh Language.
- The Town Council Staff improve their knowledge of the history of Llantwit Major for visitors that come into the Town Hall for tourist information.

**Facts and figures**

- Over 1000 people attended the Remembrance Day Service in 2022.
- Over 200 people attended the Platinum Jubilee Celebrations.
- 3 Town Councillors attended the Town Twinning Trip to Le Pouliguen.



**Town Hall exterior lighting**



**New sign (Bi-lingual) on Recreation Field**

## **A Global Responsible Llantwit Major**

### **What we did well**

- The Town Council at present have 104 Allotment Plots on their Llanmaes Road Allotment Site. Popularity over the last few years have increased with at present over 19 people on the waiting list. When plots become vacant, they are reviewed to see if they can be split to provide extra plots for the residents of our town. Further encouraging the growth of your own fruit and vegetables while adhering to eco and bio friendly processes.
- The Handyman twice yearly plants shrubs and flowers in areas owned by the Town Council. Two specific areas (outside Llantonian Hall and at the bottom of the Recreation Field are designated wildflower beds to encourage bees and wildlife).
- The Town Council has taken over the upkeep of Stradling Park. The aim is to provide the town with an area that will be designated to being environmentally friendly. Also, to encourage the town to be globally responsible and assist with achieving the Town Council objectives towards Project Zero.
- The Town Council is working with the Vale of Glamorgan Council on the way forward to achieve their and our towns Project Zero goals.
- The Town Council continues to promote a plastic free / environmentally friendly town by:
  - a) Offering a water refill point in the Town Hall
  - b) Using Cardboard cup/straws at Council events
  - c) Encouraging residents to purchase canvas 'Love Llantwit Major' shopping bags
  - d) Recycling weekly Town Hall Office waste
  - e) All shredded office paper utilised by Allotment tenants on their plots
  - f) All external / internal lighting and bulbs that needs changing, if possible, is replaced with LED or Solar Lighting options.
  - g) Recyclable dog poo bags can be purchased in the Town Hall Office by residents.
  - h) Litter Picks are daily undertaken in all our Parks and open space areas.
  - i) All cleaning products where possible are eco friendly
  - j) Ground maintenance equipment purchased where possible is now battery operated (i.e., leaf blower, strimmer, hedge cutter) thus reducing use of petrol.
- Renewed Llantwit Major Fair Trade status and promoted towns fair trade ethos during Fair Trade fortnight.
- Provide an Annual Grant to Llanilltud Fawr in Flower to provide flower displays/bedding plants around the town.
- The Town Council Planning Committee look at all TPO Planning Application requests within our town. Although not technically part of Town Councils remit the importance of querying trees felled within the town is considered by the Council to be of great environmental importance and hence the reason the Planning Committee question some TPO Applications.

- Planning Applications that are considered unacceptable to the environment / area are objected to. Over the last few years, the Planning Committee have studied and related objections to specified Welsh Government Planning Regulations and Vale of Glamorgan Council LDP policies when the council believe that the proposed Application does not preserve the natural and conservation area of our town.
- West Street Pool is maintained and annually cleaned to preserve the natural environment, wildlife and fish that exist in the pond and give pleasure to residents and tourists visiting the site.
- The Biodiversity Policy is continually reviewed and updated.
- Worked with various environmental groups/agencies to replant trees/shrubs throughout the town.
- Cleared overgrown area from West Street Pool up to Midwell to recreate a natural and accessible area for the town.
- Created a flower bed area around the Council Chamber. Providing colour and warmth for weddings / meetings undertaken in the Chamber.

#### **What we think we could do better:**

- Continue to look at ways to find alternative fuel supplies for our buildings to further progress our environmental/ecological policies of our Council. (specifically looking at Llantonian Hall).
- Look at ways to further recycle / waste management of our resources.
- Work with local organisations and Vale of Glamorgan Council / Welsh Governments in working towards the 2030 Project Zero goal.
- Continue to look at ways to maintain our hedgerows and trees and encourage new growth.
- Use Stradling Park as a Project to ensure organisations come together to provide a globally responsible area for the town that can educate and work with all age categories of the community.

#### **Facts and figures**

- There is over 104 Allotment Plots and over 19 people on the waiting list for an Allotment
- West Street Pool has over 5 species of wildlife around and inhabiting the pond.

#### **What was said about us:**

“On behalf of Llanilltud Fawr in Flower I would like to thank the Town Council's continuing financial support to our group. We know you have many choices when it comes to allocating annual bids, and we are so grateful that you chose to donate to our cause. Without your

support the Town would not continue to draw very favourable comments from locals and visitors throughout the year”.

### **Chair Llanilltud in Fawr**

*“I managed to get an Allotment plot last year. It has already provided me with lots of lovely home-grown vegetables and fruit. I have also made lots of new friends from the Allotment Site. This has really helped my wellbeing and confidence”.*

### **Allotment Resident**

*“Our family have benefitted hugely from being able to have an allotment in Llantwit Major. The Town Council have helped us to enjoy the many pleasures of growing our own produce and we are grateful for their support”.* **Allotment Plot Holder (Mr Chapman)**

### **Clearing Mid Well**

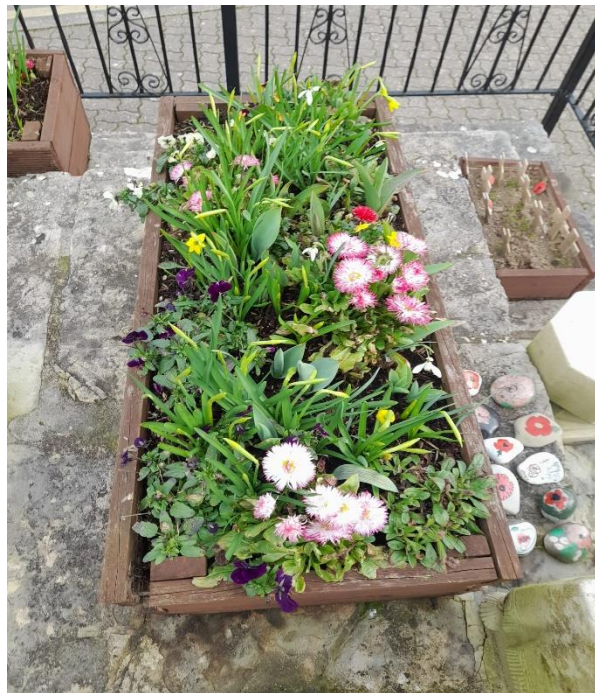


### **Bat Boxes and Bird Boxes installed in Stradling Park**

**Chamber Garden Installed at Old School**



**Spring Flowers around the Cenotaph**



## **A COMPETENT LLANTWIT MAJOR TOWN COUNCIL**

Within the Welsh Governments Local Government Wales Act 2021, there is a section *General Power of Competence*. This Bill is aimed to bring more consistency to Town and Community Councils, developing a higher standard of governance and financial management controls.

Under the General Power of Competence regulations, a Town Council must ensure:

- Two thirds of Councillors must be elected – Councillors must be elected at either an ordinary election or a by-election.
- Requirement that the Clerk is qualified – A Clerk with relevant professional qualifications, such as the Certificate in Local Council Administration (CILCA).
- Council needs to have clear audited accounts for the last 2 years – sound financial management and internal control systems.

To ensure the Town Council meet these requirements regular internal/external audits are undertaken and it can be noted in this Annual Report that:

- 14 members were elected by an ordinary election held in May 2022.
- The Town Clerk and Deputy Town Clerk holds the CILCA qualification.
- All Town Council staff are up to date on all relevant courses in relation to their job specification.
- We have a sound management and financial controls in place which are reviewed annually.
- In addition, we have a website that is regularly updated containing all relevant agendas, minutes, reports, accounts and contact details.
- All Town Council Staff in 2022 undertook specific training courses relating to their job specifications (e.g., First Aid Training, Food and Hygiene, Playground inspection course).
- Thirteen Councillors have undertaken their Councillors Code of Conduct Training Course.

- All Town Council Staff undertake any relevant courses / presentations to ensure they are up to date with the latest local and government regulations so that they can carry out their job specification / role/ responsibilities both legally and to the best of their abilities.
- The Community Engagement Administrator is undertaking her Introduction to Cilca Course.
- The Town Clerk is undertaking the NEBOSH Health and Safety Course.



### **Our Llantwit Major – Our Future**

In Chapter 1 to 8 of the Annual Report has concentrated on the National Well Being Goals as set out as in the Well Being Future Generation (Wales) Act 2015. The Vale of Glamorgan Council has also adapted their policies to include four local Well Being Objectives. These being:

- a) To enable people to get involved, participate in their local communities and shape local services.
- b) To reduce poverty and tackle inequalities linked to deprivation.
- c) To give children the best start in life.
- d) To protect, enhance and value our environment.

The next pages detail these objectives and how, we as a Town Council, intend to work towards meeting these local goals.

### **To enable people to get involved, participate in their local communities and shape local services.**

This objective is to enable people to become involved in their community, help to increase a sense of belonging within the Town, increase satisfaction with life in general and ensure that Llantwit Major is confident and their voices are heard within the Vale of Glamorgan.

#### **What we have done so far?**

1. In April 2022 the Town Council employed a Community Engagement Administrator. She is acting as a link between the Town Council and Community Groups and Businesses. The aim to develop/improve relations and undertake community projects for the town.
2. The Town Council have representatives sitting on external groups including local schools, Friends of Heritage Coast, PACT, Pubwatch. Good Neighbourhood Scheme etc.
3. The Town Council provide Grants to assist with funding local organisations (e.g., Christmas Committee, Llanilltud Fawr in Flower) to continue to provide a service to the community.
4. Town Council continue to support many local organisations including Fair Trade Forum, Plant Llantwit, Chamber of Trade, Town Twinning Committee, Llanilltud Fawr in Flower, Christmas Lights Committee, the Tennis Club and the Bowls Club to assist with their continuation and further development.
5. Representatives from the Town Council sit on Vale of Glamorgan Community Liaison Committee.
6. Provided the Old School Building as a site for co-working, opportunities for local businesses offering affordable office space on a short-term basis.
7. Took over Stradling Park, the aim to work with local communities to create a Community Garden for the town.
8. Town Council actively put on more events/community activities for Llantwit Major (e.g., Platinum Jubilee Celebrations). Intend to use the recently purchased marquees to provide additional venues for the Town Council and other organisations to use to put on activities for the town.

#### **What will take longer to achieve?**

1. The Community Engagement Administrator continue to develop relations with local organisations to encourage them to work together for the benefit of the town.
2. To continue to support local organisations and businesses (such as Llantwit Major Dementia Friends, Fair Trade Forum, Plant Llantwit, Christmas Light Committee, etc).

3. Establish ways to make better use of all our buildings/facilities (especially usage of upstairs in the Old School). How we can promote our facilities and increase bookings for our venues.
4. Look at how the Chamber of Trade can be reformed to provide a benefit for our local Businesses.
5. With the increase in population due to the development of new estates (as detailed in LDP) and the temporary accommodation for 90 Pods on the old Eagleswell School Site, how can the Town Council adapt if facilities/operational activities to assist with the influx of new residents to the town.

### **What will success look like in 2024?**

1. Skills, resources and expertise regarding engagements are shared across organisations for the benefit of the town. Getting organisations to work together for the benefit of the community.
2. Contributions of all age groups are recognised within the local community.
3. Volunteers are encouraged and feel valued.
4. Sharing standards for engagement are developed.

## **To reduce poverty and tackle inequalities linked to deprivation**

Llantwit Major is a comparatively wealthy town and many residents enjoy a high standard of living in a safe and attractive environment. However, there are still areas within the town that experience disadvantage, low education achievement and higher unemployment levels.

### **What have we done so far?**

1. Provide free Adult Gym Equipment for the residents of our town to undertake exercise/workouts.
2. Assist the Bowls Club in maintenance of the Green for the benefit of the Club and residents of the town,
3. Provide funding to enable an Annual Community LM10K Trail Run to be put on in the town each September.
4. Successfully assisted Tennis Club in installing floodlights on all four tennis courts enabling play all year round and evenings, for our town. They have the lowest member fees in the Vale of Glamorgan.
5. Continually improving and maintaining play parks for children in our town and where possible offer inclusive play equipment. Providing free play equipment in peaceful surroundings with benches and picnic areas for families to entertain their children.
6. We offer reduced rates to various organisations who hire our venues (e.g., History Society). We also offer reduced rates for all Charity organisations hiring our facilities.
7. We offer Annual Grants to organisations to ensure Community Groups are supported (e.g., Llanilltud Fawr in Flower/ LM10K/Christmas Lights Committee).
8. Continue to provide 104 Allotment Plots at very low rates for residents of the Town. The average price of an Allotment plot for a year in 2022 was £13.00, this includes water rates and general maintenance and cutting of the paths by the Town Council.
9. Provided a hearing loop and pa system in Llantonian Hall to provide those with hearing difficulties ability to hear events / presentations in the Hall.
10. To continue to provide an affordable venue for our residents to hold a wedding ceremony and reception.
11. Kept our rates in Town Council Cemetery, Allotment Site and Building Hiring Fees the same since March 2019.
12. Sourced Grants/Funding opportunities for events and equipment for the town.
13. Provided and are planning free events for our community (e.g., Platinum Jubilee Celebration Remembrance Day Service /Parade and Town Council Food Festival).
14. The Town Council assisted in providing a New Digital Notice Board installed in the town centre. Providing up-to-date information on warm spaces/food share/charity/community events etc.
15. Put on a Touring Pantomime for the town at cost effective prices (i.e., £5.00 a ticket) in the Llantonian Hall.

### **What we can start doing today?**

Due to the economic climate essential the Town Council continue to source Grant and Fund opportunities to provide additional services and community events for our town. Important funding found as there will be no monies available in the 2023/24 budget for new projects to be undertaken.

The Town Council look how to improve our town and tackle inequalities within our community. Ask the community what they want for their town, what is important for residents to improve equality / services for Llantwit Major.

The Town Council continue to work with community groups and businesses at ways to improve the services within our town.

Promote more widely the Town Council facilities, policies and functions via the Digital Notice Board and social media platforms. Look into the newer platforms (i.e., Twitter/Instagram/UTube).

Work with the Vale of Glamorgan Council Youth Services team to provide more activities (e.g., sports clubs, holiday camps) for the children of Llantwit Major.

### **What will take longer to achieve?**

1. Working together with all organisations / businesses of the town to improve equality in the Community.
2. Continue to look at ways to improve our environment (e.g., working with Plant Llantwit, Vale of Glamorgan Council).
3. Use our facilities further to provide better use of our facilities for the under privileged and aged members of the community.
4. Continue to support and develop our play parks and sport facilities. Look at further funding opportunities to provide free sport activities for the community.
5. Look at providing a lift in the Town Hall to make this building inclusive to all sectors of our community.

### **What will success look like in 2024?**

1. The Community of Llantwit Major becomes safer, stronger, and more resilient.
2. Give residents a better understanding of how their contribution on the environment can make to their well-being.
3. By using Stradling Park create a sustainable environmental project which brings a range of well-being benefits to the local community.

## **Give children the best start in life**

Working together to ensure all children within Llantwit Major have the best start in life and the inequalities that exist within the Town are reduced.

Also improve the wellbeing of parents and carers of young children who have such a big influence on their development.

## **What we have done so far?**

1. Continued to maintain and develop two Children's Playgrounds within Llantwit Major and developed one teenager Gym Equipment area on the Recreation Field. Where viable will always provide inclusive play equipment for our children.
2. The Town Council supported the Youth Council financially (up to the end of March 2023) to allow the children of Llantwit Major to have a voice within the Town Council, what vision they have for the future growth and development of the Town. The Community Engagement Administrator and a Councillor attend the Youth Council Meetings.
3. The Town Council support Gillybeans Playgroup by offering reduced rental rates. In 2022 they took over an additional room when the Clych Playgroup moved to new premises.
4. The Town Council assisted various local organisations with Grants/ Funding (e.g., LM Tennis Club) so that they can provide after school activities for children of the Town.
5. Gave free access to children's organisations to use our open spaces/park areas to provide outdoor workshops and playschemes to children.
6. Assisted Primary School education in Llantwit Major by providing tours of the Town Hall including access to the Cellar and Clock Tower.
7. We will be working with local schools /organisations/St Donats College to run projects to develop Stradling Park for the community.
8. Provided a Pantomime for the children of the town at reduced rates
9. Running a School Garden Competition. All Schools/Playgroups in Llantwit Major are asked if they would like to participate in.
10. Provided a Platinum Jubilee Celebrations Event for the town which provided fun/free children's activities which included tennis taster sessions/ arts and crafts activities/ face painting etc.

**What will take longer to deliver?**

1. To work with the Vale of Glamorgan Council to offer Town Council facilities to provide better and more regular Play Scheme Activities for Llantwit Major children during all holiday periods and provide additional after school clubs for children (e.g., children's running groups, girl's netball etc).
2. To continue to work with external organisations to provide activities for children (e.g., Sport, music, education) utilising fully Town Council facilities to create better well-being for children and parents.
3. Town Council provide more activities/events for children, encourage use of our Town Council facilities and develop better communication links with schools/children groups. Find out what they want in their community to help them get a better start in life.

**What will success look like in 2024?**

1. We all understand how our organisations activities can contribute to giving children a good start in life.
2. Individual families and communities in Llantwit Major becoming safer, stronger and more resilient.

## **Protect, enhance and value our environment**

As a Town Council must collectively take action to protect, enhance and value our environment for now and future generations, ensuring as a town we are globally responsible.

### **What we do now?**

1. Stradling Park (along with all our other open spaces) is to be registered as a Field in Trust Site.
2. The Town Council continue to support making Llantwit Major a plastic free town. They have produced 'Love Llantwit Major' Canvas Bags for people to buy and use, instead of purchasing plastic bags from retailers.
3. The Town Council have renewed the towns Fairtrade status. Encouraging shops and businesses to stock fair trade products and residents/local organisations to buy fair trade to protect our environment.
4. The Town Council continues to offer a water refill point at the Town Hall.
5. The Town Council continue to run 104 Allotment Plots, providing opportunities for residents to grow their own fruit and vegetables. There is in 2022 a waiting list of 19 people.
6. The Town Council continue to maintain the towns historic monument, the Cenotaph. It is cleaned twice yearly. We maintain and repair our listed buildings the Old School and the Town Hall.
7. The Town Council clean annually and continually maintain West Street Pool to provide a healthy environment for the fish ,wildlife and plant life that reside in this pond.
8. The Town council are in the process of clearing and reopening up the site at Midwell which runs down into West Street Pool. Providing access for residents and tourists to rediscover this important piece of our town's history.
9. The Town Council and community groups have replanted hundreds of trees and hedgerows on Town Council open spaces to enhance our environment.
10. Encouraged children to take part in School Garden and Fair-Trade competition to develop their knowledge in these specific areas.
11. Exterior lighting successfully installed at the front of the Town Hall Building to enhance the building for residents/tourists visiting the town.
12. Created wildlife/flower areas around the towns (i.e., Wildflower beds, formal flower beds around the Cenotaph, our historic buildings and created a new Chamber Garden at the Old School).

### **What will take longer to deliver?**

1. The Town Council continue to work with various organisations to fulfil environmental projects for the Town. (e.g., working with the Fair Trade Committee and with businesses to continue to promote a Plastic Free Trade).



2. The Town Council continue to work with Plant Llantwit and Local Nature Organisations to establish a programme to replant trees and shrubs throughout the town.
3. Continue to look at projects to assist both with tourism and help the environment. Projects include Electric Bikes in the town, further bike trails and trying to establish and maintain footpaths in the town through the Footpath Forum Committee.
4. Continue to maximise the benefit of our environment by continuing to promote our town as a place to visit. Continue to try to develop Llantwit Major as a tourist town to visit in the Vale for walking, cycling, the beach, historical landmarks, shopping and place to come to eat and socialise. The Town Council need to develop stronger links with Businesses and local/national organisations to further promote and build our town status.
5. Further investigate bio-diversity fuels for our Council Buildings to assist with making our town Eco Friendly in coming years for the next generation.
6. Continue to adapt the Town Council assets to maximise their potential for community use as well as an environmental resource.
7. Continue ongoing maintenance to our listed buildings ensuring that traditional methods are followed. Cadw and listed building regulations are always followed to ensure the preservation of our historic Council buildings.

### **What will success look like in 2024?**

1. Continue to gain a better understanding of the impact of our actions on the environment and how much of an asset our local environment is.
2. To look at finding and funding a new area of land within the town to be developed into a new Cemetery for Llantwit Major.
3. Work further with the Vale of Glamorgan Council to determine Project Zero and attainable goals for Llantwit Major to achieve.

## **Way forward**

This year's Annual Report has reflected the continuing post fallout following the coronavirus pandemic.

The 2022/23 year has seen increases in the cost of living, utility services and interest rates.

The Town Council Budget has been impacted by these economic increases.

Although some regular Hirers have come back to our facilities, since the pandemic outbreak, some organisations have never reformed and others have moved to alternative venues.

Community Buildings for hire in Llantwit major is very competitive and there is now (which is good for the community) a wide range of options/facilities available making it even more challenge for creating revenue from our buildings.

We have also lost some long-term regular Hirers from our Buildings. These being Cylch Playgroup and Just Be Counselling which provided regular annual income.

Also, the co-working scheme in conjunction with Co-work Local (based at the Old School) did not bring in the people/income that we hoped.

Due to all the above implications, we had no alternative but to put the precept up for the 2023/24 financial year by £2.17, resulting in the Household Band D rate set at £61.37.

The Town Councils priority for 2023 must be to re-evaluate the usage of our Building's to ensure we increase our income for 2023/24. Look at alternative ways of raising income (e.g., hiring out the 2 large marques acquired from the Stronger Communities Grant Fund).

It is important the Town Council continue to promote themselves, informing residents of the roles and responsibilities of the Town Council. Telling our town what we as a Town Council does and what the Vale of Glamorgan Council (as a Borough Council is responsible for). As a Town Council we must listen to the needs and views of our residents when moving forward with project ideas / Planning Applications etc.

The Town Council must further encourage businesses and organisations to work together to promote Llantwit Major, increase footfall, tourism to the town in order to help the community recover / grow stronger following the country's economic/post covid crisis.

The Town Council will face a difficult, financial, frustrating year as staff are unable to undertake Projects to improve the town. But Councillors and Staff will continue to work together to reach their overall goal of '**working to enhance our community**'.

# Copy of Llantwit Major Town Council Newsletter

## Stradling Park Community Project

The Town Council is in the process of acquiring the lease for Stradling Park. We have plans to make this a whole community garden project. We have many ideas—A woodland Trail, sensory garden with raised beds, community orchard, children's natural play area, hedgehog trail, natural bug hotels, natural pathways, seating, educational workshops and mural's.

We would love to hear your views and ideas on this project. If you are interested please contact us.

## Digital Notice Board

Thanks to a successful National Lottery bid organised through Cardiff and Vale Public Health Team and the Vale of Glamorgan we are installing a Digital Notice Board in town. If you have any announcements, news or events that you would like to share with the community please contact the Town Council.

## Improvements in the Town

- New remembrance benches at the Cenotaph
- Town Hall clock has been sent off for refurbishment and should be back with us late November/ December
- New Exterior lighting on the Town Hall
- New Floodlights at Llantwit Major Tennis Club
- New Fencing in the Recreational Field

## Mid Well and West St Pool Community Project

Mid Well is an ancient Well located in the West end of Llantwit Major. Over recent years the path to the Well has become overgrown preventing access. The stream is silted up and due to the overgrowth, there is very little light entering the area which is causing poor conditions in the pond and surrounding area. We have plans to improve the site by opening access to the well, carry out some tree management, clearing the overgrowth and taking action to restore the ponds ecology. If you are interested in volunteering on this project then please contact the Town Council.



"It's very kind of you but please don't feed us bread. Bread makes us ill, as it does not contain the right nutrition or calories that we need to keep us warm in the winter."

### But we do like:

Half cut seedless GRAPES, COOKED RICE, BIRDSEED (any type of mix), PEAS (even frozen), CORN, CHOPPED LETTUCE, OATS, UNSALTED NUT PICES

Rotting bread pollutes our water and causes nasty surface algae, which kills our fish and gives us diseases. It also makes our water smell!



Llantwit Major Town Council  
Town Hall  
Llantwit Major  
Vale of Glamorgan  
CF81 1SD  
Phone: 01446 792797  
E-mail: [info@llantwitmajortowncouncil.gov.uk](mailto:info@llantwitmajortowncouncil.gov.uk)

## LLANTWIT MAJOR TOWN COUNCIL NEWSLETTER NOVEMBER 2022




## A Message from the Mayor

It's been a busy few months. We celebrated Queen Elizabeth II's Platinum Jubilee in June and then sadly we mourned the passing of our treasured Monarch in September. In between this I had my Civic Service in July, when Glens and I and the Town Council hosted dignitaries from all over The Vale of Glamorgan in a very successful service and reception. We also travelled to Le Poulguen with the Town Twinning Society and received a fantastic welcome in their beautiful town. The Twinning Society are looking forward to hosting a return visit in September. We have recently held our very well-attended annual Remembrance Day service and may have possibly seen the last significant military presence at the commemoration. After many years of proudly hosting RAF St Athan, we sincerely hope not.

We hope you enjoy reading this newsletter and keep an eye out for the next issue.

Councillor Gerwyn Thomas,  
Mayor of  
Llantwit Major.





### CITIZEN OF THE YEAR AWARDS 22nd APRIL 2023

Llantwit Major Town Council Citizen of the Year Awards would like to recognise people in the Community who make positive changes to our town

Do you know of an individual or a team who make a real difference to Llantwit Major? Why not nominate them for one of the five Citizen Award categories.

Pick up a nomination form from the Town Hall Office or download an Application Form online  
[www.llantwitmajortowncouncil.co.uk](http://www.llantwitmajortowncouncil.co.uk)

Llantwit Major Town Council  
Cynghorwr Cref Llanilltud Fawr



## Town Council—What do we do?

We provide more services than any other Town or Community Council in the Vale of Glamorgan area. We are responsible for :-

The Bowling Green and Pavilion, The Tennis Courts and Pavilion, The Llantwit Hall, The Town Hall, The Old School, The Under 10s play area, The Recreation Ground and the play area and adult fitness equipment, Seaview Park, Lorna Hughes Park, The Allotments and the Cemetery.

We are not responsible for potholes in the road or defective pavements or refuse collections but these can be reported to the Vale Council on 700111 or via the Vale of Glamorgan website

## Weddings

In 2018 the Town Council was successful in obtaining a licence to allow civic wedding ceremonies to take place in the Council Chamber, at the back of the Old School. 2022 has seen many happy couples tie the knot!

Less than 200 meters from the Old School is the Town Hall Building, an ideal location for the wedding reception/ evening entertainment, holding a maximum capacity of 100. The Town Council hold a music and alcohol licence for the venue.

The Town Hall has also been a popular place to hold parties, family and group celebrations, thus providing Llantwit Major with a venue to hold functions, in the heart of the community, at cost effective prices.

We have availability for 2023, please contact the Town Council for more information.

<https://www.yourvaleceremony.co.uk/>



## Youth Council

Llantwit Youth Council have been holding their regular monthly meetings in the Old School and have been working on various projects centring around Project Zero which is the response to the significant threat posed by global warming. They have been conducting litter picks and have been working on a project to reduce single use plastics in our Town.

If you are aged between 11 and 18 years of age and are interested in learning or joining the Youth Council please contact Adley Curtis, Llantwit Youth Council Worker, Vale of Glamorgan Youth Service on 07809551586 or email [lyc@valeofglamorgan.gov.uk](mailto:lyc@valeofglamorgan.gov.uk)



## Pantomime— The Adventures of Robin Hood

The Panto is coming back to Town! This year's show is 'The Adventures of Robin Hood' and will be appearing in Llantwit Hall on Thursday 5th January 2023. The Professional Touring Company will have 2 performances that day at 3pm and 5:45pm. Tickets are £5 per person (under 2's free) and can be purchased from the Town Hall—Mon to Fri, 9:30am to 1pm.

