

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

Note: (Z) - Remotely by Zoom

Councillor Powell sent his apologies that he would be arriving late to the Meeting due to work commitments.

Declaration of Interest Forms were received from:

Pursuant to the requirements of this Councils Code of Conduct, Councillor Mrs S Hanks declared an interest under Vale of Glamorgan Council, Item 1, To discuss email requesting a Meeting with the Town Council and representatives from Llantwit Major Rugby Club and Fields in Trust re proposed Boverton Road Active Travel Route and Item 2 To discuss Place Making Charter following presentation from Regeneration and Planning Team at Town Study Steering Group Meeting on 18/4/2023.

Pursuant to the requirements of this Councils Code of Conduct, Councillor Mr W Norman declared an interest under Miscellaneous, Item 1, To discuss letter from Llantwit Major Local History Society to house the Curfew Bell in the Archive Room in the Old School.

Councillor Thomas asked permission to bring forward Agenda Item Community Constable.

183. COMMUNITY CONSTABLE

To receive Community Constable

PC Williamson reported that the figures for April was 26 crimes, which included 7 violent crimes, 4 public order offences, 1 shoplifting and 3 motor vehicle crimes. He stated that there had been many complaints from residents about the noise and speed along the Northern Access Road.

PC Williamson stated these were pre planned meetings involving between 20 to 60 cars (used to be known as max power rallies). He stated that they had increased the police presence in this area to deter these meetings and had also organised Go Safe to monitor speed along the road. They have been booked in for the weekend of 6th and 7th May 2023.

Other incidents reported included egg throwing in Gildas Court and anti-social behaviour at the Dovecot.

PC Williamson updated Councillors on the possible protest at Seaview Park on the 29th June 2023. He stated the Police were monitoring the situation and had plans in place if the protest does go ahead.

PC Williamson vacated the Council Chamber.

184. **MINUTES**

Full Town Council Meeting held 30th March 2023

The minutes of the Full Town Council Meeting held on the 30th March 2023, had previously been circulated to Council Members.

RESOLVED: That the minutes of the Full Town Council Meeting held on the 30th March 2023 be adopted and accepted as a true record.

Matters Arising

There were no matters arising.

Footpath Forum Meeting held 3rd April 2023

The minutes of the Footpath Forum Meeting held 3rd April 2023, had previously been circulated to Council Members.

RESOLVED: That the minutes of the Footpath Forum Meeting held 3rd April 2023, be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

Citizen of the Year Committee Meeting held 13th April 2023

The minutes of the Citizen of the Year Committee Meeting held 13th April 2023, had previously been circulated to Council Members.

RESOLVED: That the minutes of the Citizen of the Year Committee Meeting held 13th April 2023, be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising

School Gardens Committee meeting held 18th April 2023

The minutes of the School Gardens Committee meeting held 18th April 2023, had previously been circulated to Council Members.

RESOLVED: That the minutes of the School Gardens Committee meeting held 18th April 2023 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

185. PUBLIC QUESTION TIME

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

There were no members of the public present at the Meeting.

186. SIGNING OF MINUTES

Signing of Minutes of Previous Meeting

Councillors noted that the Town Mayor would sign the minutes when next in the Town Council office.

187. TOWN MAYOR

Town Mayors events attended 1st April 2023 to 30th April 2023

Councillors had previously been circulated with the Town Mayor events attended 1st April 2023 to 30th April 2023. Noted.

Questions to the Town Mayor

There were no questions to the Town Mayor.

188. COUNCIL MEETINGS

Meetings for Month of May 2023

Councillors had previously been circulated with Meetings for the Month of May 2023. Noted.

189. PROCEDURAL MATTERS

Members Announcements

(i) Report from Town Clerk

The Town Clerk informed Councillors that she had been liaising and offering advice re road closures etc for the march the RAF intend to undertake through the town in August to mark the final closure of RAF St Athan.

The Town Clerk stated that a company had been to the Council Chamber to provide costings to install a hearing loop system. She said findings would be brought back to a future Finance Meeting.

The Town Clerk noted that the Planning Application request for listed building consent to install a lift in the Town Hall had been submitted.

The Town Clerk confirmed that a trail run of erecting the newly purchased (10m by 4m) Marquee will be undertaken next week on the Recreation Field.

The Town Clerk also asked available Councillors to volunteer on Friday 9th June 2023 to erect the Marquee in the Town Hall Car Park for the Food Festival Weekend. She confirmed that Sarah Jones, Events Officer, Vale of Glamorgan Council said funding was available from two separate funding opportunities to put on events in the town. The Town Clerk said that the Town Hall Staff had started to look at a 'It's A Knockout Competition' for Llantwit Major. Councillor Morgan suggested a Folk/Music Festival.

The Town Clerk had agreement from Town Councillors to erect red, white and blue bunting around the Town Hall to commemorate the Kings Coronation on the 6th May 2023.

(i) Report re Health and Social Care Facility

Councillor Dr Dickson informed Councillors that he and Councillor John had attended a Meeting with Mrs Jane Hutt MS and the Chief Executive of the Cardiff and Vale University Health Board re a health and social care facility for Llantwit Major. Councillor Dr Dickson stated the Mrs Jane Hutt MS was keen to move things forward and wanted to arrange :

- 1) A Meeting with Councillor John, Councillor Dr Dickson, Councillor Williams, Leader of Vale of Glamorgan Council, Chief Executive of Cardiff and Vale University Health Board and the Director of Clinical Services.
- 2) After Councils Summer recess invite the Cardiff and Vale University Health Board to give a presentation to the Town Council as to what their future proposed plans are for the town.

Councillor John stated he was keen for the above representatives to 'come and see' the former Eagleswell School Site.

To note April 2023 update from Community Engagement Administrator

Councillors had previously been circulated with an update from the Community Engagement Administrator dated April 2023. Councillors were informed that various organisations and individuals had shown an interest in getting involved in the Stradling Park Community project. Councillors were advised that lots of old mattresses and timber had been dumped in Stradling Park.

It was noted that the Food Festival, to be held on the 10th and 11th June 2023, was progressing well.

RESOLVED: That Councillor Mrs Hanks would raise the matter of disposal of mattresses/timber in Stradling Park to the relevant Vale Officers in the Vale of Glamorgan Council.

To discuss request from Llantwit Major Archers to use towns crest on club shirts

Councillors had previously been circulated with an email dated 30th March 2023 from Llantwit Major Archers to use the towns crest on club shirts.

RESOLVED: That permission be granted to allow Llantwit Major Archers to use the towns crest on club shirts.

Action Tracker

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

Councillor Dr Ellis confirmed that the Vale of Glamorgan Food Trail Application had been completed by Mr C Westoby and they were awaiting a further response to the Application and he felt this item did not need to be on the Action Tracker.

The Town Clerk confirmed that the Blue plaques were being produced/refurbished with Leander Architectural Ltd.

The Town Clerk stated there had been no further correspondence received from the Vale of Glamorgan Council reference Project Zero. Noted.

To discuss a Town and Community Councils representative to sit on the Standards Committee Appointments Panel

Councillors had previously been circulated with an email dated 14th April 2023 to discuss a Town and Community Councils representative to sit on the Standards Committee Appointments Panel. No representative came forward at the Meeting to sit on the Standards Committee Appointments Panel.

To adopt Llantwit Major Town Council Civic Procedures

Councillors had previously been circulated with a copy of Llantwit Major Town Councils Civic Procedures Policy:

RESOLVED: That the Llantwit Major Town Councils Civic Procedures Policy be accepted and adopted.

To discuss Draft Annual Report 2022/23

Councillors had previously been circulated with a copy of the Draft Annual Report 2022/23.

Councillor Thomas informed Councillors of the amendments he wished to be included within his Mayors Report.

RESOLVED: That subject to the amendments being inserted into the Draft Annual Report from Councillor Thomas (i.e., section detailing Mayors Report) the Annual Report for 2022/23 be included on the Agenda of the Annual Meeting to adopt.

190. FINANCE

Bank Reconciliation for period 1st March 2023 to 31st March 2023

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1st March 2023 to 31st March 2023. Noted.

Bank Reconciliation for period 1st January 2023 to 31st March 2023

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1st January 2023 to 31st March 2023. Noted.

Bank Reconciliation for period 1st April 2022 to 31st March 2023

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1st April 2022 to 31st March 2023. Noted.

Expenditure for the period 24th March 2023 to 19th April 2023

Councillors had previously been circulated with a copy of the Expenditure for the period 24th March 2023 to 19th April 2023. Noted.

Income for the period 24th March 2023 to 19th April 2023

Councillors had previously been circulated with a copy of the Income for the period 24th March 2023 to 19th April 2023. Noted.

To discuss Statement of Accounts and Reserves Statement 1st April 2022 to 31st March 2023

Councillors had previously been circulated with the Statement of Accounts and Reserves Statement 1st April 2022 to 31st March 2023. Councillor Foster stated this was a comprehensive Statement of Financial Accounts and thanked the Town Clerk for all her hard work. Noted.

To discuss annual corporate membership to the institute of Cemetery and Crematorium Management

Councillors had previously been circulated with an invoice dated 1st April 2023 for annual corporate membership to the institute of Cemetery and Crematorium.

RESOLVED: That permission is granted to renew the corporate membership to the institute of Cemetery and Crematorium at an annual cost of £95.00 exc. vat.

191. DEVELOPMENT**To note Planning Application decisions by the Vale of Glamorgan Councils**

Councillors had previously been circulated with a copy of the Vale of Glamorgan Councils Planning Application decisions. Noted.

192. RECREATION AND OPEN SPACES**To discuss Agenda Brief re applying for Field in Trust status for Stradling Park and volunteering**

Councillors had previously been circulated with an Agenda Brief re applying for Field in Trust status for Stradling Park and a request from Atlantic College to undertake a weekly afternoon community session during term time as part of their community volunteering programme.

RESOLVED: That permission is granted to apply for Fields in Trust status for Stradling Park.

Further

RESOLVED: That permission is granted for Atlantic College to undertake a weekly afternoon session in Stradling Park. If the weather is unsuitable an alternative room in one of the Town Council Buildings will be made available for the students. Councillor Deakin and Councillor Lewis offered to assist with the afternoon sessions.

To discuss Llantwit Major Tennis Club request to place banners on the fence at the corner of Ham Lane East and Boverton Road

Councillors had previously been circulated with an email dated 12th April 2023 detailing a request from Llantwit Major Tennis Club request to place banners on the fence at the corner of Ham Lane East and Boverton Road.

RESOLVED: That permission be granted for Llantwit Major Tennis Club to place banners on the fence. If there is any action re planning permission from the Highways Department / Vale of Glamorgan Council the Tennis Club will be responsible for any action / costs incurred.

To discuss correspondence reference disabled play equipment on the Recreation Field

Councillors had previously been circulated with a letter dated 19th April 2023 from the Rt Hon Alun Cairns MP reference disabled play equipment on the Recreation Field.

Councillors noted that the Town Council had a policy for replacing any broken pieces of play equipment with inclusive play equipment (if feasible).

RESOLVED: That a letter be written to the Rt Hon Alun Cairns MP re Llantwit Major Town Councils Policy re inclusive Play Equipment. State that if the equipment is broken it will/ if possible be replaced with inclusive play equipment. The Recreation Field has no additional space for new pieces of equipment and the financial constraints on the Council make the request at present unfeasible. Note that the Windmill Playing fields ran by the Vale of Glamorgan Council in Llantwit Major has been refurbished and includes inclusive play equipment.

Further

RESOLVED: That Councillor Foster as the Minor Authority representative sitting as a Governor at St Illtyds School offer to meet with the Year 6 pupils to discuss the Town Councils' policy re play equipment in the town.

193. **CEMETERY**

The following Burial matters were noted.

- 1) Burial of cremated remains Harry Arthur Martin Crookes (reopen plot) B90 on 30th March 2023
- 2) Burial of cremated remains Molly Lorraine Crookes (reopen plot) B90 on 30th March 2023
- 3) Burial of Sylvia Margaret Geary (reopen plot) C206 on 27th April 2023

194. **TOWN HALL**

To discuss letter from CADW re Historic Building Capital Grants Programme

Councillors had previously been circulated with a letter dated 29th March 2023 from CADW re the Town Councils unsuccessful Expression of Interest for the CADW re Historic Building Capital Grants Programme. Councillor Powell expressed his disappointment with the response to this Application and suggested that we look at applying for alternative funding next year.

RESOLVED: That if Planning Application is successful quotations be sought for the installation of a lift in the Town Hall. All Grants be looked at to seek possible funding opportunities.

195. OLD SCHOOL**To discuss request from Llantwit Major History Society to open the Archive Room at the Old School as the Heritage Centre over weekends during the summer months**

Councillor W. Norman declared an interest.

Councillors had previously been circulated with an email dated 24th March 2023 detailing a request from Llantwit Major History Society to open the Archive Room at the Old School as the Heritage Centre over the weekends during the summer months.

RESOLVED: That permission be granted for the Llantwit Major History Society to open the Archive Room at the Old School as the Heritage Centre over weekends during the summer months, subject to there be no involvement required from the Town Council and the lack of accessibility by all be highlighted to the History Society.

Councillor Thomas asked permission to bring forward Agenda Item Miscellaneous.

196. MISCELLANEOUS**To discuss letter from Llantwit Major Local History Society to house the Curfew Bell in the Archive Room in the Old School**

Councillors had previously with a letter from Llantwit Major Local History Society to house the Curfew Bell in the Archive Room in the Old School. The Town Clerk informed Councillors that the Curfew bell had been put in the Town Hall when then Galilee Chapel at St Illtud's Church was refurbished. An alternative site in the Town Hall was discussed for the placement of the bell.

RESOLVED: That the request from Llantwit Major Local History Society to house the Curfew Bell in the Archive Room in the Old School be declined. The Curfew Bell will remain in the Town Hall. An alternative site in the Reception area will be considered for the bell where more people will be able to view this important piece of the town's history.

197. VALE OF GLAMORGAN COUNCIL**To discuss email requesting a Meeting with the Town Council and representatives from Llantwit Major Rugby Club and Fields in Trust re proposed Boverton Road Active Travel Route**

Councillor Mrs S Hanks declared an interest.

Councillors had previously been circulated with an email dated 5th April 2023 requesting a Meeting with the Town Council and representatives from Llantwit Major Rugby Club and Fields in Trust re proposed Boverton Road Active Travel Route. Councillors discussed again the existing path and hedge.

Councillors noted the comments from Field in Trust that if there was a change of use on the Recreation Field, they would be disappointed with the loss of the green space and any legal expenses incurred in the change of use would fall under the Vale of Glamorgan Council remit. Councillors also noted the Llantwit Major Rugby Clubs comments against this proposal which included:

- 1) Loss of hedge which provides a natural boundary
- 2) Concerns re distance between floodlight and hedge if moved for existing machinery to have access (i.e., cutting grass etc)
- 3) Encroachment on bottom pitch of Recreation Field by proposed hedge move

- 4) First pitch would be unusable

RESOLVED: That a site visit be arranged between Chair of Recreation and Buildings Committee, Mr M Clogg and representatives from Llantwit Major Rugby Club and Field in Trust to discuss this further.

To discuss Place Making Charter following presentation from Regeneration and Planning Team at Town Study Steering Group Meeting on 18th April 2023

Councillors had previously been circulated with details of the Place Making Charter following a presentation from the Regeneration and Planning Team at Town Study Steering Group Meeting. Councillors further discussed the Welsh Governments Place Making Plan and that initiatives were already being undertaken in other Vale towns (i.e., Barry, Cowbridge).

RESOLVED: That an email been sent to the Regeneration and Planning Team asking if they would attend the Llantwit Major Town Council Food Festival on the 11th / 12th June to undertake a mapping exercise as the initial phase of Llantwit Major Place Making Plan.

Further

RESOLVED: That the Vale of Glamorgan Councils Place Making Team be invited to a future Meeting to inform Councillors further of the Place Making Charter and Plan.

198. WELSH GOVERNMENT

To discuss email re writing to the Welsh Government regarding the RAF St Athan Cinema and Gymnasium

Councillors had previously been circulated with an email dated 17th April 2023 re writing to the Welsh Government regarding the RAF St Athan Cinema and Gymnasium.

Councillors discussed the imminent departure of the RAF from St Athan and queried what Welsh Government plans were for the facilities left on the site, specifically the Cinema and the large, fully equipped gymnasium. They noted that in the past access to these facilities had been made available to the general public and potentially could provide an excellent leisure facility for the Western Vale.

RESOLVED: That a letter be written to Jane Hutt AM, Mr David George, Bro Tathan (Welsh Government) and St Athan Community Council asking what plans the Welsh Government had for the Cinema and Gymnasium based on the RAF St Athan Site.

SIGNED

DATED

MAYOR