

Minutes of the Hybrid Meeting of Llantwit Major Town Council held in the Council Chamber, Old School and remotely via zoom on Thursday 27<sup>th</sup> July 2023 at 7.05pm

PRESENT;      Chairman –      Councillor D Powell - Town Mayor

                         Councillors      D Foster                              ) NORTH WARD  
                                                      E Williams                              )  
                                                      J Norman                              )

                                                      G John                              ) WEST WARD  
                                                      G Morgan                              )

                                                      G Thomas                              ) SOUTH EAST WARD

                                                      G Hughes                              ) BOVERTON WARD  
                                                      W Norman                              )  
                                                      J Deakin

PC Jamie Williamson

Note: (Z) - Remotely by Zoom

Apologies were received from:

Councillor S Hanks              - on Holiday  
Councillor Dr P Dickson        - on Holiday  
Councillor Dr Ellis              - Illness  
Councillor J Lewis              - prior work commitment

Declaration of Interest Forms were received from:-

Pursuant to the requirements of this Councils Code of Conduct, Councillor D Foster declared an interest under Minutes, Planning Meeting 18th July 2023, Planning Application 2023/00596/FUL – Purlon Farm, Wick Road, Llantwit Major, permission granted to speak and vote as covered under ‘Interests of Community’ relating to grounds A and I.

Pursuant to the requirements of this Councils Code of Conduct, Councillor G Morgan declared an interest under Minutes, Planning Meeting 18th July 2023, Planning Application 2023/00596/FUL – Purlon Farm, Wick Road, Llantwit Major, permission granted to speak and vote as covered under ‘Interests of Community’ relating to grounds A and I.

Pursuant to the requirements of this Councils Code of Conduct, Councillor J Deakin declared an interest under Minutes, Planning Meeting 18th July 2023, Planning Application 2023/00596/FUL – Purlon Farm, Wick Road, Llantwit Major, permission granted to speak and vote as covered under ‘Interests of Community’ relating to grounds A and I.

Pursuant to the requirements of this Councils Code of Conduct, Councillor G Hughes declared an interest under Minutes, Planning Meeting 18th July 2023, Planning Application 2023/00596/FUL – Purlon Farm, Wick Road, Llantwit Major, permission granted to speak and vote as covered under ‘Interests of Community’ relating to grounds A and I.

Pursuant to the requirements of this Councils Code of Conduct, Councillor D Powell declared an interest under Minutes, Planning Meeting 18th July 2023, Planning Application 2023/00596/FUL – Purlon Farm, Wick Road, Llantwit Major.

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

#### 244. **COMMUNITY CONSTABLE**

##### **To receive Community Constable**

PC Williamson introduced himself to Councillors and stated for the month of July there had been 23 crimes, which included 10 violent crimes, 1 criminal damage, 1 shop lifting, 2 public order and 10 miscellaneous crimes.

PC Williamson stated that there had been some reported burglaries of machinery on isolated premises to the west of Llantwit Major.

He said there was low levels of anti-social behaviour this month with incidents on the Recreation Field and in Nicholl Court.

PCSO Cummings was organising a community picnic at Crawshay Court on Tuesday 1st August 2023.

Councillor W Norman reported again the continuing issues with speeding along Eagleswell Road, Boverton Road and the Northen Access Road. PC Williamson stated they were continuing to monitor these areas.

Councillor John thanked PC Williamson and PCSO Cummings for all the hard work they undertake for Llantwit Major.

PC Williamson vacated the Council Chamber.

#### 245. **MINUTES**

##### **Full Town Council Meeting held 29<sup>th</sup> June 2023**

The minutes of the Full Town Council Meeting held on the 29<sup>th</sup> June 2023, had previously been circulated to Council Members.

**RESOLVED:** That the minutes of the Full Town Council Meeting held on the 29<sup>th</sup> June 2023 be adopted and accepted as a true record.

##### **Matters Arising**

There were no matters arising.

##### **Allotment Sub Committee meeting held 4<sup>th</sup> July 2023**

The minutes of the Allotment Sub Committee meeting held 4th July 2023, had previously been circulated to Council Members.

**RESOLVED:** That the minutes of the Allotment Sub Committee meeting held 4th July 2023 be accepted as a true record and all recommendations be actioned by the Town Clerk.

**Matters Arising**

There were no matters arising.

**Planning Meeting held 6<sup>th</sup> July 2023**

The minutes of the Planning Meeting held 6<sup>th</sup> July 2023, had previously been circulated to Council Members.

**RESOLVED:** That the above amendments the minutes of the Planning Meeting held 6<sup>th</sup> July 2023 be accepted as a true record and all recommendations be actioned by the Town Clerk.

**Matters Arising**

There were no matters arising.

**Allotment Sub Committee meeting held 17<sup>th</sup> July 2023**

The minutes of the Allotment Sub Committee meeting held 17<sup>th</sup> July 2023, had previously been circulated to Council Members.

**RESOLVED:** That the minutes of the Allotment Sub Committee meeting held 17<sup>th</sup> July 2023 be accepted as a true record and all recommendations be actioned by the Town Clerk.

**Matters Arising**

There were no matters arising.

**Planning Meeting held 18<sup>th</sup> July 2023**

Councillor Powell declared an interest and vacated the Council Chamber.  
Councillor Thomas took the Chair.

The minutes of the Planning Meeting held 18<sup>th</sup> July 2023, had previously been circulated to Council Members.

**RESOLVED:** That the minutes of the Planning Meeting held 18<sup>th</sup> July 2023 be accepted as a true record and all recommendations be actioned by the Town Clerk.

**Matters Arising**

There were no matters arising.

Councillor Thomas stood down from the Chair.

Councillor Powell re-entered the Council Chamber and took the Chair

**246. 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.

**247. 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.

**248. TOWN MAYOR**

**Town Mayors events attended 1<sup>st</sup> July 2023 to 31<sup>st</sup> July 2023**

Councillors had previously been circulated with the Town Mayor events attended 1<sup>st</sup> July 2023 to 31<sup>st</sup> July 2023. Councillor Powell praised Llantwit Major School for an outstanding performance of 'Les Misérables' show that he attended.

Councillor Powell stated he had also attended 2 Civic Services and enjoyed an outstanding performance of the Youth Orchestra Pre Tour Summer Concert.

**RESOLVED:** That a letter of appreciation be sent to Llantwit Major School stating the outstanding performance of the 'Les Misérables' show and praising both the pupils and staff for all their hard work.

**Questions to the Town Mayor**

Councillor Powell informed Councillors that tickets were still available for his Garden Party on the 19<sup>th</sup> August 2023. Noted.

**249. COUNCIL MEETINGS**

**Meetings for Month of September 2023**

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

Councillors discussed the date of the next Footpath Forum Meeting. Noted.

**RESOLVED:** That Councillor Williams to email the Vale of Glamorgan's Public Rights of Way Officer requesting a copy of the Maintenance Report and confirming the date of the next Meeting of the Footpath Forum on the 11<sup>th</sup> September 2023.

**250. PROCEDURAL MATTERS**

**Members Announcements**

**(i) Report from Town Clerk**

The Town Clerk informed Councillors that the Town Hall Staff had spent a morning moving and spreading woodchip in Stradling Park. A meeting was planned to be undertaken on the site on Tuesday 8<sup>th</sup> August 2023. Invitations were being sent to Llantwit Major residents living in the area asking if they would like to attend the Meeting to discuss the future development of the community park. Councillors were also encouraged to attend the site meeting.

The Town Clerk noted that the BT Phone Box situated outside the White Lion Public House had been removed.

The Town Clerk confirmed the Town Hall Staff are starting to organise the Town Twinning Reception for the Le Pouliguen Visitors coming to Llantwit Major in September 2023.

It was also noted that the RAF Closing Parade through the town will take place on the 4<sup>th</sup> August 2023. Town Hall Staff are assisting with road closures. The Town Mayor will take the salute

on the Precinct and Councillors are invited to stand outside the Town Hall as the RAF march pass.

- (ii) **Update from Council Representatives on the Town Twinning Committee**  
No Council Representative present to give an update from the Town Twinning Committee.
- (iii) **Update from Council Representative re the Vale Public Service Board / Town and Community Service Exchange Meeting held on 18<sup>th</sup> July 2023**  
Councillor Williams updated Councillors on the Meeting he attended on the 18<sup>th</sup> July 2023 of the Vale Service Board / Town and Community Service Exchange. Councillor Williams updated Councillors on the main bullet points from the Meeting and stated if they required any further information they can contact him directly.

**RESOLVED:** That Councillor Williams request an item re Llantwit Major Health Centre be placed on the Agenda of the next Vale Public Service Board Meeting.

Councillor John stated he was continuing to meet with various Public Figures (Jane Hutt MS / representatives from Bro Tathan & Welsh Government) re the proposed plans for the demolition of the Gymnasium Hanger on the RAF St Athan site. Councillor John felt strongly this would make an excellent leisure facility for the Western Vale and should not be demolished.

**To note Report of Llantwit Major Food Poverty Project Meeting 27<sup>th</sup> June 2023**

Councillors had previously been circulated with a Report of Llantwit Major Food Poverty Project Meeting held on the 27<sup>th</sup> June 2023. Noted.

**To note July 2023 update from Community Engagement Administrator**

Councillors had previously been circulated with an update from the Community Engagement Administrator dated July 2023. Noted.

**RESOLVED:** That permission be granted to publish copies of the Town Councils June 2023 Newsletter.

**Action Tracker**

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

The Town Clerk informed Councillors that she had received acknowledgements from both the Children's Commissioner for Wales and the Older Peoples Commissioner for Wales re attending a Meeting with the Town Council.

Councillor Powell noted that the DMMO Application was submitted in 2018 for the proposed section of footpath along Mill Road. Councillor Powell requested an update on progress of this Application.

**RESOLVED:** That a letter be written to the Vale of Glamorgan's Public Rights of Way Officer requesting an update on the DMMO Application for a section of footpath along Mill Road.

**To further discuss Agenda Brief re hiring agreements and costs for two Marquees**

Councillors had previously been circulated with an Agenda Brief re hiring agreements and costs for two marquees. Councillors further discussed community costings for hiring marquees.

**RESOLVED:** That the cost for residents/local organisations to hire either the Canvas or Inflatable Marquee be set at £50.00 per day. A deposit of £300.00 will be required upfront, refundable on return of a satisfactory inspection of the Marquee.

**To note Informal Meeting re Place Making on 18<sup>th</sup> July 2023**

Councillors had previously been circulated with the Informal Meeting re Place Making held on 18<sup>th</sup> July 2023. The Town Clerk informed Councillors they were still waiting a set of Questions from the Vale Place Making Team before being able to move forward with the next phase of this Place Making Consultation process. Noted.

**251. FINANCE****Bank Reconciliation for period 1<sup>st</sup> June 2023 to 30<sup>th</sup> June 2023**

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1<sup>st</sup> June 2023 to 30<sup>th</sup> June 2023. Noted.

**Bank Reconciliation for period 1<sup>st</sup> April 2023 to 30<sup>th</sup> June 2023**

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1<sup>st</sup> April 2023 to 30<sup>th</sup> June 2023. Noted

**Expenditure for the period 21<sup>st</sup> June 2023 to 20<sup>th</sup> July 2023**

Councillors had previously been circulated with a copy of the Expenditure for the period 21<sup>st</sup> June 2023 to 20<sup>th</sup> July 2023. Noted.

**Income for the period 21<sup>st</sup> June 2023 to 20<sup>th</sup> July 2023**

Councillors had previously been circulated with a copy of the Income for the period 21<sup>st</sup> June 2023 to 20<sup>th</sup> July 2023. Noted.

**To discuss costings for advertising in Vale of Glamorgan Register Office Ceremonies Guide**

Councillors had previously been circulated with costings for advertising in Vale of Glamorgan Register Office Ceremonies Guide. Councillor further discussed costings and benefits of advertising in this Guide.

**RESOLVED:** That a quarter Page Advert be taken out to advertise in the Vale of Glamorgan Register Office Ceremonies Guide at a cost of £495.00 exc. vat (per annum) for a 24 month contract.

**252. 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.

**253. RECREATION AND OPEN SPACES****To discuss Annual Contract from Avonmore for the Management of the bowling green for Autumn 2023 and Pre and Playing Season 2024**

Councillors had previously been circulated with the Annual Contract charges dated 1st July 2023 for the Management of the Bowling Green for Autumn 2023 and Pre and Playing Season 2024.

**RESOLVED:** That permission be granted to accept the Annual charges for the Management of the Bowling Green for Autumn 2023 and Pre and Playing Season 2024.

**To discuss Open Spaces Application Form from Llantwit Major Rugby Club re Party on the Pitch event 27<sup>th</sup> August 2023**

Councillors had previously been circulated with an Open Spaces Application Form dated 25<sup>th</sup> June 2023 from Llantwit Major Rugby Club re Party on the Pitch event 27<sup>th</sup> August 2023.

**RESOLVED:** That permission is granted for Llantwit Major Rugby Club to hold the Party on the Pitch event on the 27<sup>th</sup> August 2023.

**To discuss email from Llantwit Major Tennis Club re 24 Hour Charity Tennis Fundraising Event**

Councillors had previously been circulated with an email dated 4<sup>th</sup> July 2023 from Llantwit Major Tennis Club to hold a 24 hour Charity Tennis Fundraising Event.

**RESOLVED:** That permission is granted for Llantwit Major Tennis Club to hold a 24 hour Charity Tennis Fundraising Event on the 16<sup>th</sup> and 17<sup>th</sup> September 2023.

**254. CEMETERY**

The following Burial matters were noted.

- 1) Burial of cremated remains David Kelly (re-open plot) E164 on 18<sup>th</sup> July 2023

**255. TOWN HALL**

**To discuss email re request for lighting Town Hall Blue for World Arthritis Day**

Councillors had previously been circulated with an email dated 19<sup>th</sup> July 2023 re request for lighting Town Hall Blue for World Arthritis Day. Councillors discussed request and noted that if we agreed to one organisation request we would set a precedence to accept every organisations requests. Councillors agreed that the lighting of the Town Hall should only be for National Events.

**RESOLVED:** That the request to light the Town Hall Blue for World Arthritis Day is declined.

**256. OLD SCHOOL**

**To discuss Zelma Sound and Light Estimate for installation of Hearing Loop**

Councillors had previously been circulated with an estimate dated 3<sup>rd</sup> June 2023 from Zelma Sound & Light for the installation of a Hearing Loop System in the Council Chamber. Councillors discussed the difficulty of hearing with the high ceilings in the Council Chamber and the benefit of a Hearing Loop System not only for Council Meetings but for Weddings and other Civic Events held in the Chamber.

**RESOLVED:** That permission is granted to accept the quotation of £300.95 exc. vat from Zelma Sound & Light for the installation of a Hearing Loop System in the Council Chamber.

**257. WEST STREET POOL**

**To discuss Agenda Brief re sending letter to residents re dumping garden waste into the stream by Mid Well**

Councillors had previously been circulated with an Agenda Brief requesting to send letters to residents around West Street Pool re dumping garden waste into the stream by Mid Well.

**RESOLVED:** That permission be granted to send a letter to residents surrounding West Street Pool re dumping garden waste into the stream by Mid Well.

**258. VALE OF GLAMORGAN COUNCIL**

**To discuss Informal Report of Hybrid Meeting between Vale Place Making Team and Llantwit Major Town Council held on 28<sup>th</sup> June 2023**

Councillors had previously been circulated with an Informal Report of the Hybrid Meeting between Vale Place Making Team and Llantwit Major Town Council held on 28<sup>th</sup> June 2023. Noted.

**259. MISCELLANEOUS**

**To discuss email reference D Day 80 events on 6<sup>th</sup> June 2024**

Councillors had previously been circulated with an email dated 26<sup>th</sup> June 2023 reference D Day 80 events to be held on the 6<sup>th</sup> June 2024. Councillors discussed incorporating the event with the Food Festival and undertake lighting the beacon and holding a Fish and Chip supper in the Town Hall Car Park on the 6<sup>th</sup> June 2024.

**RESOLVED:** That a final decision re the D Day 80 event on the 6<sup>th</sup> June 2024 be deferred until a later date. Review what other local Town/Community Councils are doing for this event.

**To discuss email re tourism on Llantwit Major website**

Councillors had previously been circulated with an email dated 19<sup>th</sup> July 2023 detailing a company ‘You Well’ and a replacement link for providing information re tourism on the Llantwit Major Town Council Website. Councillors further discussed costings and the link that is on the Town Council Website, at present, which has now expired.

**RESOLVED:** That the expired link re tourism on Llantwit Major is removed from Llantwit Major Town Council Website. No replacement link will be added.

SIGNED .....

DATED .....

MAYOR