

The minutes of the Planning Meeting held on 24th August 2023, had previously been circulated to Council Members.

RESOLVED: That the minutes of the Planning Meeting held on 24th August 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 5th September 2023

The minutes of the Allotment Sub Committee meeting held 5th September 2023, had previously been circulated to Council Members.

RESOLVED: That the minutes of the Allotment Sub Committee meeting held 5th September 2023 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

Footpath Forum Meeting held 11th September 2023

The minutes of the Footpath Forum meeting held 11th September 2023, had previously been circulated to Council Members.

RESOLVED: That the minutes of the Footpath Forum meeting held 11th September 2023 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

Councillor Williams asked if the Maintenance Report, as requested, had been available for discussion at the Meeting.

The Town Clerk confirmed the report was not received in time to circulate before the Meeting. She had liaised with the Vale Officers and will ensure all future documentation required will be received up to 2 weeks before the Footpath Forum Meeting to ensure there is enough time to accumulate and distribute to members.

Planning Meeting held 13th September 2023

The minutes of the Planning Meeting held 13th September 2023, had previously been circulated to Council Members.

RESOLVED: That the minutes of the Planning Meeting held 13th September 2023 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

Councillor Williams confirmed that he had noted the Planning Committee comments re the former Eagleswell Site and would ensure they are taken into consideration at the Vale of Glamorgan Councils Planning Meeting.

261. PUBLIC QUESTION TIME

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

Mr Stephen McGranaghan introduced himself to Councillors and made the following statement reference the former Eagleswell School Site.

He stated a Boverton resident had wrote to Jane Hutt MS on the 19th September 2023 for not engaging with her constituents re the Eagleswell Site. On the 22nd September 2023 an invitation was received from Jane Hutt MS to attend a meeting with her at 10:30am at the CF61 Building. Mr McGranaghan noted the short notice and the restricted numbers (4 people only) but asked if a member of the Town Council would be available to attend with two of the residents.

Mr McGranaghan thanked the Town Council for listening to their statement and the members of the public vacated the Council Chamber.

262. 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.

263. TOWN MAYOR

Town Mayors events attended 1st August 2023 to 30th September 2023

Councillors had previously been circulated with the Town Mayor events attended 1st August 2023 to 30th September 2023. Councillor Powell stated he had had a busy September with taking part in a very successful Town Twinning visit, assisting at the Llantwit Major 10K and attending an Archaeological Dig in the town. Noted.

Questions to the Town Mayor

There were no questions to the Town Mayor.

264. COUNCIL MEETINGS

Meetings for Month of October 2023

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

Councillors noted the amendment to the dates of two meetings. The Finance and Policy Meeting is on the 12th October 2023 and the Allotment Sub Committee will now take place on the 18th October 2023. Noted.

265. PROCEDURAL MATTERS

Members Announcements

(i) Report from Town Clerk

The Town Clerk informed Councillors that the zip wire had been badly vandalised. It is to be fixed by the end of September. The estimated cost is £400.00. The pedals on the Adult Exercise Bike will also be repaired at the same time.

The Town Clerk also confirmed that the hearing loop system was to be installed in the Council Chamber on the 3rd October 2023 and the Town Hall clock bell should hopefully be fixed by the end of October 2023.

The Town Clerk advised Councillors that the staff would need help on the Remembrance Day. Specifically, in helping to ensure the sound system is set up and possibly of helping to serve refreshments in the Town Hall, after the Parade.

(ii) Pub Watch Report

Councillors had previously been circulated with an email dated 21st September 2023 detailing police presence in Llantwit Major during a Pub Watch Meeting. Councillor G Thomas requested if an Agenda Item could be put on the next Community Liaison Committee Meeting re police response times in the town as the local police force are regularly seconded, particularly at weekends, to other areas of Wales. Councillors further discussed this matter.

RESOLVED: That the following Agenda Item (for the attention of the Deputy Chief Constable) be requested, to be included on the next Community Liaison Committee Meeting:

- To discuss concerns that local police officers are being deployed to Towns and Cities, such as Porthcawl & Cardiff, thus frequently leaving other Towns without a police presence over a weekend.
- We would like to receive a breakdown of response times to incidents within Llantwit Major when a police presence is in the Town, compared to response times when our police officers have been deployed elsewhere.
- What are the figures of local police officers being deployed from their 'local' Town and seconded to Cardiff and other cities.

To discuss informal meeting with Dementia Listening Campaign for Llantwit Major

Councillors had previously been circulated with a Report of an informal meeting with Dementia Listening Campaign for Llantwit Major. Councillors discuss the Town Hall office workload and what the requirements would the Council be expected to undertake if they took part in this campaign.

RESOLVED: That a representative from the Dementia Listening Campaign be invited to the Full Town Council meeting on 26th October 2023 to obtain further details. A decision be deferred until after this meeting as to whether the Town Council could assist further.

To note August/September 2023 update from Community Engagement Administrator

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

Action Tracker

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

The Town Clerk informed Councillors that there had been no further correspondence re a new Licence and Management Agreement re change of name for Llantwit Major Rugby Football Club. The Town Clerk informed Councillors that the Lease and Licences for both the Rugby Club and Bowling Club were up for renewal in 2028 so work would need to start soon to formulate new agreements. She informed Councillors it would probably require the setting up of a Working Committee to undertake this lengthy process.

Councillor Williams confirmed that he had requested that the proposed Llantwit Major Health Centre be added as an Agenda Item on the next Vale Public Services Board meeting.

To note Informal Meeting with Place Making Team and Survey Questionnaire from Vale of Glamorgan Council

Councillors had previously been circulated with the Informal Meeting with Place Making Team and Survey Questionnaire from Vale of Glamorgan Council. Noted.

To discuss Llantwit Major Placemaking proposed dates for meeting with Llantwit Major Traders

Councillors had previously been circulated with an email dated 13th September 2023 re proposed dates (24th or 25th October) to meet with Llantwit Major Traders for a Placemaking Workshop. The workshop would run alongside a Minor Town Centre Improvement Grant being organised by the social-economic team. Councillors discussed their availability for attendance at the proposed Place making Workshop.

RESOLVED: That an email be sent to the Vales Senior Community Development Officer stating that Councillor Lewis would be able to attend a Place Making Workshop with Llantwit Major Traders on the 25th October 2023.

266. FINANCE

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

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

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

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

Expenditure for the period 21st July 2023 to 21st September 2023

Councillors had previously been circulated with a copy of the Expenditure for the period 21st July 2023 to 21st September 2023. Councillor Foster informed Councillors that expenditures figures would be discussed further at the Finance and Policy Meeting on the 12th October 2023. Noted.

Income for the period 21st July 2023 to 21st September 2023

Councillors had previously been circulated with a copy of the Income for the period 21st July 2023 to 21st September 2023. Noted.

To discuss purchase of 2024 Tide Tables

Councillors had previously been circulated with a letter dated 4th August 2023 re the purchase of 2024 Tide Tables.

RESOLVED: That permission be granted to purchase one hundred 2024 Tide Table in bright yellow colour.

To discuss Agenda Brief re costings of Pantomime tickets for the 2024 production of Cinderella

Councillors had previously been circulated with an Agenda Brief re costings of Pantomime tickets for the 2024 production of Cinderella in Llantorian Hall on the 5th January 2024.

Councillors discussed the cost of the Pantomime tickets, and all agreed on the importance of keeping the prices low, due to the current economic climate.

RESOLVED: That the Pantomime tickets for the 2024 Cinderella production be set at £5 a ticket with the under 2s going free.

267. 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.

PC Williamson entered the Meeting.

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

268. COMMUNITY CONSTABLE

To receive Community Constable

PC Williamson introduced himself to Councillors and stated for the month of September 2023 there had been 33 crimes, which included 7 violent crimes, 3 shop lifting, 8 public order and 15 miscellaneous crimes.

PC Williamson stated that 1 violent crime was an ongoing investigation, a robbery involving a knife attack. The miscellaneous offences consisted mainly of malicious communications and harassment. Also there had been damage in the town in Church Street and in the Community Garden at CF61.

PC Williamson noted that there had been low levels of anti-social behaviour, however there were a few incidents reported, in schools and shops, of a group of 13 to 15 year olds that the Police had been made aware of and were monitoring.

PC Williamson stated that for the month of August 2023 there had been 25 crimes, which included 5 violent crimes, 2 shop lifting, 4 public order and 15 miscellaneous crimes. Low crime numbers for the month and very little anti-social behaviours with only a few incidents reported on the Windmill Playing Fields

Councillor Hanks asked if PC Williamson had heard anything regarding the employment of a Receptionist for the Emergency Services Desk in Llantwit Major. PC Williamson stated he knew nothing of this.

Councillor Dr Ellis raised concerns re the blatant smoking of Cannabis in the Windmill Playing Field and the amount of litter dropped in the town, noting in particular the Car Park by the COOP. PC Williamson responded by confirming that cannabis was a class B Drug and warnings are issued if people are caught in possession of the drug. PC Williamson stated if he catches people dropping litter he can issue immediate fines.

Councillor Powell thank PC Williamson for his attendance and PC Williamson vacated the Meeting.

269. **RECREATION AND OPEN SPACES**

To discuss Agenda Brief re the offer of two sculptures to place in community garden in Llantwit Major

Councillors had previously been circulated with an email re the offer of two sculptures, designed by Gwyneth Price, to be placed in a community garden/open space in Llantwit Major. Councillors were circulated with photographs of the sculptures which had previously been located in Dyffryn Gardens and all agreed it would be appropriate to see them based in Llantwit Major.

Councillors discussed various locations including the CF61 Community Garden, Stradling Park, Lorna Hughes Park and Llantwit Major Allotment Site. Concerns were raised that due to recent anti-social behaviour the sculptures may be damaged/vandalised and that some locations would not be very visible to the public.

RESOLVED: A letter be written to the Vale of Glamorgan Council stating that the Town Council fully supports the sculptures being located within Llantwit Major, and following discussion it is suggested that the most suitable location be within the community/memorial garden in front of Llantwit Major School, alongside Ham Lane East. Councillors felt this would be the most appropriate location due to safety and that Gwyneth Price had taught at the school for a number of years.

Update from Llantwit Major Tennis Club re proposed changes to Pavilion layout

Councillors had previously been circulated with a report from Llantwit Major Tennis Club re proposed changes to the Pavilion layout.

RESOLVED: That permission is granted for Llantwit Major Tennis Club to proceed with the proposed changes to the Pavilion layout subject to there being no costs to the Town Council.

To discuss retrospective permission to install cable lines in Recreation Field by National Grid

Councillors had previously been circulated with an email dated 21st September 2023 to obtain retrospective permission to install cable lines in the Recreation Field by National Grid. It was queried if we would receive wayleave payments for this installation. Councillors discussed concerns that Llantwit Major Rugby Football Club had given permission for the works to take place without consulting the Town Council.

RESOLVED: An email be sent to Llantwit Major Rugby Football Club reminding them that should they be approached re any works within the within the Recreation Field they should refer the applicant to the Town Council office, as landowners.

Further

RESOLVED: A further email be sent to National Grid asking if the Town Council will be entitled to any way leave payments for the installation of cable lines on the Recreation Field.

270. **CEMETERY**

The following Burial matters were noted.

- 1) Burial of cremated remains Alan Edward Housley (reopen plot) MA4 on 21st August 2023
- 2) Burial of Maldwyn George Thomas (new plot) K11 on 31st August 2023
- 3) Burial of cremated remains Kenneth John Williams (new plot) Me10 on 13th September 2023

RESOLVED: That approval be granted for the Exclusive Right of Burial Certificate to be issued and sealed on behalf of the Town Council in respect of matters 2 & 3.

271. TOWN HALL

To discuss email re request for lighting Town Hall Pink for breast awareness month

Councillors had previously been circulated with an email dated 22nd August 2023 re request for lighting Town Hall pink for breast awareness month. Councillors discussed the request and noted that (as per a previous request) if we agreed to one organisation a precedence would be set to accept every organisation requests.

RESOLVED: That the request to light the Town Hall pink for breast awareness month be refused.

Further

RESOLVED: That a Llantwit Major Town Council Protocol be written re the lighting of the Town Hall and be brought back to a future Town Council Meeting for ratification.

To discuss Agenda Brief re retrospective permission to proceed with replacement boiler in Town Hall

Councillors had previously been circulated with an Agenda Brief re retrospective permission to proceed with a replacement boiler in the Town Hall. The Town Clerk updated Councillors that the procedures set out in our Financial Regulations had been followed following the discovery that the heating boiler in the Town Hall had failed its annual service.

RESOLVED: That retrospective permission is given to proceed with installing a replacement boiler in the Town Hall.

272. WEST STREET POOL

To discuss letter from resident re fly tipping at Mid Well

Councillors had previously been circulated with a letter dated 14th August 2023 from a resident replying to the Town Councils request re fly tipping at Mid Well. Noted.

273. OLD SCHOOL

To discuss Renewal of the Old School, Wine Street as a venue for Marriage and Civil Partnership Ceremonies

Councillors had previously been circulated with a letter dated 24th August 2023 re the renewal of the Old School, Wine Street as a venue for Marriage and Civil Partnership Ceremonies.

RESOLVED: That permission is granted to renew the Old School, Wine Street as a venue for Marriage and Civil Partnership Ceremonies at a cost of £1180.00 for three years.

274. VALE OF GLAMORGAN COUNCIL

To discuss response to queries re Electric Car Charging Points

Councillors had previously been circulated with a letter dated 24th July 2023 replying to a query letter sent from the Town Study Steering group on the 18th April 2023 re Electric Car Charging Points within the town. Councillors queried the amount of time it had taken to receive a response to the original letter and discussed the protocol of response times by the Vale of Glamorgan Council.

RESOLVED: That the above correspondence be sent to Karen Bowen, Democratic Services, Vale of Glamorgan Council as an example of the slow response to a query made by the Town Council.

To discuss response to queries re the state of pavements in Llantwit Major

Councillors had previously been circulated with a letter dated 24th July 2023 responding to queries raised by the Town Study Steering group in a letter dated 18th April 2023 re the state of pavements in Llantwit Major. A discussion took place where it was;

RESOLVED: A letter be sent to the Operational Manager Engineering stating the Town Councils disappointment and frustration with the response and query the intervention level quoted of 40mm deep on a carriageway and 20mm deep on footway before repairs are undertaken and whether the undulations in the pavements are considered. It also be noted the damage to pavements by the works undertaken by OGI and that the pavements had not been repaired to a satisfactory level.

To note Project Zero Update Report

Councillors had previously been circulated with an email and report dated 2nd August 2023 regarding an update on Project Zero. Noted.

To note Vale of Glamorgan Council Standards Committee Annual Report

Councillors had previously been circulated with an email and report dated 26th July 2023 regarding the Vale of Glamorgan Council Standards Committee Annual Report. Noted.

To note details of report from ‘South Wales Listens, looking at community safety and crimes issues within the Vale

Councillors had previously been circulated with a report dated 15th August July 2023 from ‘South Wales Listens, looking at community safety and crimes issues within the Vale. Noted.

To discuss the Rapid Transition Housing Plan and request from the Housing Strategy coordinator to attend a Town Council Meeting

Councillors had previously been circulated with an email and report dated 23rd August 2023 reference the Rapid Transition Housing Plan and request from the Housing Strategy coordinator to attend a Town Council Meeting. A discussion took place regarding the table in the report re new social housing development of 90 units at the former Eagleswell School site. It was noted that social housing is defined as houses rented from the Local Authority.

RESOLVED: That the invitation to meet with the Housing Strategy Coordinator be declined until a time when they can provide more information re the future plans/housing strategy for the former Eagleswell School site.

To discuss the Lets Talk about Life in the Vale Survey

Councillors had previously been circulated with an email dated 24th August 2023 discussing the Lets Talk about Life in the Vale Survey.

RESOLVED: That Councillors independently undertake completing the Lets Talk about Life in the Vale Survey.

To discuss review of Community Arrangements of the County Borough of the Vale of Glamorgan

Councillors had previously been circulated with a review dated 5th September 2023 of the Community Arrangements of the County Borough of the Vale of Glamorgan.

RESOLVED: That a response be sent to the Local Democracy and Boundary Commission stating Llantwit Major Town Council supports the proposals put forward for Llantwit Major.

To discuss letter in response to the Addition of a Footpath from the adopted highway at Boverton Mill Farm, Boverton, CF61 1UH to Public Footpath No.3 Llantwit major (nearest property Woodland View, Summerhouse Bay, Mill Road, Boverton, CFR61 1UH)

Councillors had previously been circulated with a letter dated 7th September 2023 in response to the Addition of a Footpath from the adopted highway at Boverton Mill Farm, Boverton, CF61 1UH to Public Footpath No.3 Llantwit Major (nearest property Woodland View, Summerhouse Bay, Mill Road, Boverton, CFR61 1UH). Councillors noted that this proposed Footpath had been ongoing since 2007 and it was hoped the situation could be resolved in the near future.

To discuss Draft Rights of Way Improvement – Consultation

Councillors had previously been circulated with an email and document dated 7th September 2023, detailing the Draft Rights of Way Improvement – Consultation. Noted.

To note email re Vale of Glamorgan residents survey on tourism

Councillors had previously been circulated with an email dated 12th September 2023 re Vale of Glamorgan residents survey on tourism.

RESOLVED: That Councillors independently undertake completing the Vale of Glamorgan residents survey on tourism.

To discuss letter to residents re the Heol Croeso development of the temporary Accommodation

Councillors had previously been circulated with an email and letter dated 8th September 2023 sent to residents re the Heol Croeso development of the temporary accommodation. A discussion took place;

RESOLVED: Councillor Foster attends the meeting at the CF61 Building with Jane Hutt MS and residents of Boverton Ward on Saturday 30th September 2023 to discuss the Heol Croeso development and if it is felt required he and a Boverton Ward Councillor meet with residents of to further discuss the development and future use of the site.

Further

RESOLVED: Councillor Williams approach Mike Ingram (Head of Housing and Building Services) to discuss possibility of a public meeting re the development.

To discuss Consultation re draft Vale of Glamorgan Annual Self-Assessment 2022-23 Report

Councillors had previously been circulated with a document dated 14th September 2023 re the draft Vale of Glamorgan Annual Self-Assessment 2022-23 Report. Noted.

275. WELSH GOVERNMENT

To discuss letter of response from the Older Peoples Commissioner of Wales

Councillors had previously been circulated with a letter dated 1st August 2023 from the Older Peoples Commissioner of Wales. Noted.

To discuss email received from the Executive Support Officer to the Childrens Commissioner for Wales

Councillors had previously been circulated with an email dated 1st August 2023 from the Executive Support Officer to the Childrens Commissioner of Wales. Noted.

To discuss email received from the Executive Support Officer to the Welsh Language Commissioner for Wales

Councillors had previously been circulated with an email dated 30th August 2023 from the Executive Support Officer to the Welsh Language Commissioner of Wales. Noted.

276. PUBLICATIONS RECEIVED

To note Cardiff & Vale of Glamorgan Regional Newsletter

Councillors had previously been circulated with the Cardiff & Vale of Glamorgan Regional Newsletter dated September 2023. Councillor Williams explained to Councillors that this publication is to reach out to people and encourage them to volunteer to have a voice about their NHS and Social Care Services. Noted.

277. MISCELLANEOUS

To discuss letter from Bro Tathan re RAF Gymnasium building

Councillors had previously been circulated with an email and letter dated 28th July 2023 from Bro Tathan re RAF Gymnasium building. It was confirmed that the Town Council had sent a letter regarding the future of RAF Gymnasium to the Project Manager, Bro Tathan on the 3rd May 2023 and had received no reply. Councillor expressed their disappointment that no response had been received from the letter sent by the Town Council.

RESOLVED: Councillor John be asked to report findings back to the Town Council after meeting with the Project Manager Bro Tathan in October, re the future of the RAF Gymnasium Building.

To note update on Vale of Glamorgan Coastal Community Capacity Building Fund

Councillors had previously been circulated with an email dated 26th July 2023 detailing an update on the Vale of Glamorgan Coastal Community Capacity Building Fund. Councillor Powell confirmed that he and Councillor John had attended the Session. Noted.

To note update on Boverton Post Office

Councillors had previously been circulated with a letter from Network Provision Lead regarding Boverton Post Office and stating that they had found no suitable opportunities to re-establish a service so Boverton Branch will remain closed. Noted.

To note email re Vale of Glamorgan Funding Workshop on 5th October 2023

Councillors had previously been circulated with an email dated 31st August 2023 detailing a Vale of Glamorgan Funding Workshop on 5th October 2023.

RESOLVED: That any Councillor wishing to attend the Vale of Glamorgan Funding Workshop on the 5th October 2023 inform the Town Clerk who can register them onto the Workshop.

To discuss email re the Welsh Ambulance Response Times

Councillors had previously been circulated with an email dated 13th September 2023 re the Welsh Ambulance Response Times following another incident of a Llantwit Major resident that had a prolonged stay on the pavement prior to be taken to hospital.

RESOLVED: A letter be written to Welsh Ambulance Services NHS Trust, bringing to their attention the current response times following an emergency 999 call to the Welsh Ambulance Services NHS Trust. State the response times are totally inappropriate. Note the recent incident of a Llantwit Major residents prolonged stay on the pavement. Request an update as to what mitigation the Ambulance Trust is putting in place to prevent a further occurrence of this situation.

To discuss email re closure of Lloyds Bank in Llantwit Major

Councillors had previously been circulated with an email dated 21st September 2023 re the closure of Lloyds Bank in Llantwit Major. Councillors expressed their disappointment and supported residents' frustration at the imminent closure of Lloyds Bank in the town. Councillors emphasised the impact the closure the bank would have on the older people and businesses in the town.

RESOLVED: A letter be written to the relevant department at Lloyds Bank detailing Llantwit Major Town Councils disappointment at the imminent closure of Lloyds Bank in Llantwit Major. Note the impact the closure will have on the elderly and local businesses.

SIGNED

DATED

MAYOR