

24th November 2023

Dear Councillor,

**You are invited to attend a Full Town Council Meeting to be held in the Council Chamber, Old School or remotely on Thursday, 30<sup>th</sup> November 2023, no sooner than 7.05pm, for the purpose of discussing the following business.**

Yours faithfully,



Mrs. R. Quinn  
**Town Clerk**

*Members are asked to note the time of the meeting. Prayers will be said prior to the meeting for those wishing to attend. Login is by following the email invitation link sent on 30th November 2023*

#### **AGENDA**

To receive apologies

To receive Councillors Declaration of Interest and the nature of such interests under the Councils Code of Conduct

*(Note: Members seeking advice on this item are asked to contact the Town Clerk at least 24 hours prior to the meeting)*

To receive minutes of Full Town Council Meeting held on 26<sup>th</sup> October 2023

**Separately attached**

To receive minutes of Remembrance Day Committee Meeting held on 26<sup>th</sup> October 2023

**Separately attached**

To receive minutes of Planning Committee Meeting held on 1<sup>st</sup> November 2023

**Separately attached**

To receive minutes of 5 Year Plan Committee Meeting held on 16<sup>th</sup> November 2023

**Separately attached**

To receive minutes of Planning Committee Meeting held on 21<sup>st</sup> November 2023

**Separately attached**

#### **PUBLIC QUESTION TIME**

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

### **SIGNING OF MINUTES**

- 1) Signing of Minutes of previous Meeting

### **TOWN MAYOR**

- 1) Town Mayors events attended 1<sup>st</sup> November 2023 to 31<sup>st</sup> October 2023  
**Refer green sheet no: 1**
- 2) Questions to the Town Mayor (if any)

### **COMMUNITY CONSTABLE**

- 1) To receive Community Constables report

### **COUNCIL MEETINGS**

- 1) Meetings for Month of December 2023  
**Refer green sheet no: 1**

### **PROCEDURAL MATTERS**

- 1) Members Announcements
  - (i) Report from Town Clerk  
**Verbal Update Town Clerk**
  - (i) Update on Meeting with Eagleswell Residents / Vale Officers on the 23<sup>rd</sup> November 2023  
**Verbal Update Councillor Foster**
- 2) Action Tracker  
**Refer green sheet nos: 2, 3, 4**
- 3) To discuss the way forward with organising the 2024 Food Festival
- 4) To note Report on Meetings concerning provision and action for older people in the Vale of Glamorgan  
**Refer green sheet nos: 4, 5**
- 5) To adopt the Terms of Reference for the Stradling Park Working Group  
**Refer green sheet nos: 6**

- 6) To discuss Report on Dementia Friendly open day in Cowbridge Friday 10<sup>th</sup> November 2023  
**Refer green sheet nos: 7**
- 7) To discuss attendance at the Celebration Event re the Vales acceptance into the World Health Organizations Global Network for Age friendly Cities and Communities, 6<sup>th</sup> December 2023  
**Refer green sheet nos: 7**

### **PERSONNEL**

- 1) To note 2022/23 Local Government Services Pay Agreement 2023  
**Refer pink sheet: 1**
- 2) To discuss Job Description / Person Specification for Administrative Assistant  
**Refer pink sheets nos: 2, 3, 4, 5, 6**

### **FINANCE**

- 1) Bank Reconciliation for period 1<sup>st</sup> October 2023 to 31<sup>st</sup> October 2023  
**Refer blue sheet no: 1**
- 2) Expenditure for period 20<sup>th</sup> October 2023 to 23<sup>rd</sup> November 2023  
**Refer blue sheet nos: 2, 3, 4, 5, 6, 7**
- 3) Income for period 20<sup>th</sup> October 2023 to 23<sup>rd</sup> November 2023  
**Refer blue sheet no: 8, 9**
- 4) To note Community and Town Councillors – Councillors Allowances – Homeworking arrangements and consumables  
**Refer blue sheet no: 10, 11, 12**

### **DEVELOPMENT**

- 1) To note Planning Application decisions by the Vale of Glamorgan Council  
**Refer purple sheet no: 1, 2**

### **RECREATION AND OPEN SPACES**

- 1) To note Llantwit Major Bowls Club end of year figures for season ending 30<sup>th</sup> September 2023  
**Refer yellow sheet no: 1, 2,**

**TOWN HALL**

- 1) To discuss correspondence from resident re the Town Bell  
**Refer yellow sheet no: 3**

**WELSH GOVERNMENT**

- 1) To discuss Cymru Can – Future Generations Cymru Strategy the Play Wales National Conference – A Ministerial review of Play in Wales  
**Refer white sheet no: 1, 2, 3, 4**
- 2) To discuss Asbestos Management on the Public Estate  
**Refer white sheet no: 5 to 10**
- 3) To discuss Consultation Documentation on Road Safety in Wales – A New Road Safety Strategy  
**Refer white sheet no: 11 to 17**
- 4) To notes appointment of One Voice Wales Cost of Living Team  
**Refer white sheet no: 18**
- 5) To discuss legislation re separating waste for recycling in public sector organisations from the 6<sup>th</sup> April 2024  
**Refer white sheet no: 19**

**MISCELLANEOUS**

- 1) To discuss email re the closure of Lloyds Bank in the New Year and writing to the Principality Building Society re assurance that their future in the town is secure  
**Refer orange sheet no: 1**
- 2) To discuss email re requesting an invitation for Western Vale Family Practice to meet Councillors to discuss their current position as health providers in the town.  
**Refer orange sheet no: 2**
- 3) To note letter from Llantwit Major Royal British Legion Branch re 2023 Remembrance Parade  
**Refer orange sheet no: 3**