

Minutes of the Hybrid Meeting of Llantwit Major Town Council held in the Council Chamber, Old School and remotely via zoom on Thursday 26th October 2023 at 7.05pm

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

PC Jamie Williamson (Z) - arriving late due to prior commitment

Note: (Z) - Remotely by Zoom

There were no Apologies received.

Declaration of Interest Forms were received from:

Pursuant to the requirements of this Councils Code of Conduct, Councillor G John declared a prejudicial and personnel interest under Recreation and Open Spaces, Item 1, To discuss Open Spaces Hiring Form from Llantwit Major Rugby Club request to hold a Fireworks Display on the 5th November 2023.

278. MINUTES

Full Town Council Meeting held 28th September 2023

The minutes of the Full Town Council Meeting held on the 28th September 2023, had previously been circulated to Council Members.

RESOLVED: That the minutes of the Full Town Council Meeting held on the 28th September 2023 be adopted and accepted as a true record.

Matters Arising

There were no matters arising.

Remembrance Day Committee Meeting held 28th September 2023

The minutes of the Remembrance Day Committee Meeting held on 28th September 2023, had previously been circulated to Council Members.

RESOLVED: That the minutes of the Remembrance Day Committee Meeting held on 28th September 2023 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

Finance and Policy Committee meeting held 12th October 2023

The minutes of the Finance and Policy Committee meeting held 12th October 2023, had previously been circulated to Council Members.

RESOLVED: That the minutes of the Finance and Policy meeting held 12th October 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 18th October 2023

The minutes of the Allotment Sub Committee meeting held 18th October 2023, had previously been circulated to Council Members.

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

Matters Arising

There were no matters arising.

279. 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.

280. 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.

281. TOWN MAYOR

Town Mayors events attended 1st October 2023 to 31st October 2023

Councillors had previously been circulated with the Town Mayor events attended 1st October

2023 to 31st October 2023. Councillor Powell stated he had had a busy October which included invitations to two exceptional concerts, UWC Atlantic College Orchestra Symposium and CAOS Music Concert. He wished also to thank everyone for helping to make his Mayors Civic Service a very special event. Noted.

Questions to the Town Mayor

There were no questions to the Town Mayor.

282. COUNCIL MEETINGS

Meetings for Month of November 2023

Councillors had previously been circulated with Meetings for the Month of November 2023. The Town Clerk stated she would also need to set a 5 Year Plan Committee Meeting in November. Noted.

283. PROCEDURAL MATTERS

Members Announcements

(i) Report from Town Clerk

The Town Clerk informed Councillors that a tonne of Stone Dust had been purchased and used to fill pot holes at the Allotment Site.

The Town Hall Clock Bell mechanism had been repaired however was still not chiming correctly. The company are aware and will keep re-adjusting the mechanism until the balance is correct.

The Town Clerk confirmed that she had informed the Rugby Club that Grass cuttings from the Recreation Field were being left on the field. The Rugby Club are liaising with relevant parties to get the grass cuttings removed.

She stated that she and the Deputy Town Clerk would be meeting with 'These Three Streams' next week to further discuss 2024 Food Festival to run along site their festival weekend.

The Town Clerk stated that she was having ongoing issues with the Grave Digging Contract at Boverton Cemetery.

The Town Clerk stated she had hard copies of the Police Survey and they would be available (at the end of the Meeting) for any Councillors that have yet to complete the online survey.

Councillor John informed Councillors that he had attended a Meeting (at the RAF Gymnasium, MOD St Athan), to discuss the future of the Gymnasium, cinema and Medical Centre. Representatives from the RAF, Army, Bro Tathan, Legacy Leisure, and Jane Hutt MS were also in attendance. Councillor John stated he was there in his capacity as a Vale Councillor and Cabinet Member for Leisure. Councillor John noted that the Gymnasium had excellent facilities and the cinema was in good condition. He stated that considerable money would need to be spent to renovate the Main Hall and Swimming Pool Area. No final decision had been undertaken re the future of these buildings., Further meetings were planned and he would update the Town Council when more information becomes available.

Councillor Dr Ellis informed Councillors he had attended three sessions with Councillor Deakin. These being:
Age Friendly Vale Workshop, 50+ Strategy Forum and Dementia Friendly Meeting

Councillor Dr Ellis stated he and Councillor Deakin would be attending a Dementia Open Day in Cowbridge on 11th November 2023 and also attend some Dementia Café afternoons that are held in Our Lady & St Illtyd Church, Llantwit Major. Councillors further discussed the presentation given prior to Full Town Council meeting re the Dementia Listening Campaign'. Councillors stated they were interested in taking this forward however had concerns re the man power and time this would impact on both the Office Staff and Councillor's.

Councillor Dr Ellis, Councillor Deakin and Councillor Williams agreed to take the lead on the Dementia Listening Campaign on behalf of the Town Council and would ensure the Town Hall Staff are copied in on any discussions/actions undertaken.

(ii) Update on Meeting with Eagleswell Residents on the 19th October 2023

Councillor Foster informed Councillors that a Working Discussion Group had been formed with four residents from Boverton and Boverton Ward Town Councillors. The Group would meet to move forward, in a constructive way, with the resident's concerns re the former Eagleswell School development (and the town in general).

Action Tracker

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

Councillor Powell informed Councillors that he and the Town Clerk had met with the Vales Conservation Officer to discuss further the proposed pre consultation Planning Application to install a lift in the Town Hall. Councillor Powell stated the meeting highlighted additional information that would be required by the Vale Officer prior to moving forward with this proposed Application. Noted.

To note Informal Meeting with Place Making Team on 11th November 2023

Councillors had previously been circulated with the Informal Meeting with Place Making Team on 11th November 2023. Councillor Lewis attended the Place Making Meeting for businesses held in Llantwit Major Bowls Pavilion on the 25th October 2023. He stated there were 6 representatives from the town present. The Place Making Team will collate the information collected at the meeting and report findings back to the Town Council, Noted.

To note Vale Public Services Board and Town and Community Council Exchange on 10th October 2023

Councillors had previously been circulated with a Report dated 10th October 2023 re Vale Public Services Board and Town and Community Council Exchange. Noted.

To discuss email re item for Community Liaison Meeting – Police Matter

Councillors had previously been circulated with an email dated 11th October 2023 re item for Community Liaison Meeting. It was noted that the Town Councils query re concerns and figures for our local police force being outsourced to other areas, would not be discussed as an Agenda item on the Vales Community Liaison Meeting. Instead the Town Council would be responded directly to by the South Wales Police.

284. PERSONNEL

To note Resignation Letter from Louise Taylor, The Community Engagement Administrator

Councillors had previously been circulated with a Resignation letter dated 26th September 2023 from Louise Taylor, the Community Engagement Administrator. Councillors discussed replacement, role required and impact on remaining staffs work load.

RESOLVED: That the Town Clerk review the job specification required for replacing the Community Engagement Administrator and bring findings back to next Meeting for further discussion.

285. FINANCE

Bank Reconciliation for period 1st September 2023 to 30th September 2023

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1st September 2023 to 30th September 2023. Noted.

Bank Reconciliation for period 1st July 2023 to 30th September 2023

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1st July 2023 to 30th September 2023. Noted

Expenditure for the period 22nd September 2023 to 19th October 2023

Councillors had previously been circulated with a copy of the Expenditure for the period 22nd September 2023 to 19th October 2023. Noted.

Income for the period 22nd September 2023 to 19th October 2023

Councillors had previously been circulated with a copy of the Income for the period 22nd September 2023 to 19th October 2023. Noted.

286. 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.

To discuss email from Chair of Planning re a Planning Application

Councillors had previously been circulated with an email dated 17th October 2023 re a Planning Application. Councillors discussed why the Town Council had not been consulted on this Planning Application.

RESOLVED: That Councillor Williams will investigate and bring findings back to the Planning Committee.

Further

RESOLVED: That the Deputy Town Clerk be given permission to contact Vale Planners to ascertain why the Town Council were not consulted on this Planning Application.

287. RECREATION AND OPEN SPACES

To discuss Open Spaces Hiring Form from Llantwit Major Rugby Club request to hold a Fireworks Display on the 5th November 2023

Councillor G John Declared an Interest.

Councillors had previously been circulated with an Open Spaces Hiring Form from Llantwit Major Rugby Club request to hold a Fireworks Display on the 5th November 2023. Councillors discussed further documentation required for putting on this event.

RESOLVED: That permission is granted for Llantwit Major Rugby Club to hold a Fireworks Display on the Recreation Field on 5th November 2023 subject to having received permission from the Vale of Glamorgan Council and all other relevant parties.

Further

RESOLVED: Request that Llantwit Major Rugby Club forward the Town Council a copy of their Public Liability Insurance and Risk Assessment.

To discuss Agenda Brief for way forward re Stradling Park

Councillors had previously been circulated with an Agenda Brief for looking at the way forward re Stradling Park. Councillors discussed setting up a Working Group to assist with further progressing the Stradling Park Community Garden.

RESOLVED: That a Stradling Park Working Group be set up consisting of six Town Councillors. These being:
Councillor Powell, Councillor Deakin, Councillor Thomas, Councillor Dr Dickson, Councillor Hughes, Councillor Morgan

Further

RESOLVED: That a Food Festival Working Group also be set up to assist with covering the workload and with organising / managing the 2024 event.

288. COMMUNITY CONSTABLE

To receive Community Constable

PC Williamson introduced himself to Councillors and stated for the month of October 2023 there had been 20 crimes, which included 8 violent crimes, 1 public order and criminal damage to a vehicle.

PC Williamson stated there had been very little anti-social behaviour and no issues from the Pub watch meeting.

PC Williamson stated there would be a police presence at both the Halloween and Bonfire night and any residences with concerns can contact him before the events.

Councillor W Norman stated he had noted incidents of speeding along Eagleswell Road. PC Williamson stated that any incidents should be reported and can be addressed via Operation SNAP.

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

289. CEMETERY

The following Burial matters were noted.

- 1) Burial of Patricia Ann Brown (new plot) K12 on 3rd October 2023
- 2) Burial of Gareth John Williams (new plot) K21 on 12th October 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 1 & 2.

290. VALE OF GLAMORGAN COUNCIL

To discuss Online Briefings of the Replacement Development Plan preferred Strategy

Councillors had previously been circulated with an email re an Online Briefing of the Replacement Development Plan preferred Strategy.

RESOLVED: That the Planning Committee and the Deputy Town Clerk attend the Online Microsoft Teams Briefing of the Replacement Development Plan preferred Strategy on the 29th November 2023.

To discuss Review of all Polling Districts, Places and Stations in the Vale of Glamorgan

Councillors had previously been circulated with correspondence dated 2nd October 2023 re the Review of all Polling Districts, Places and Stations in the Vale of Glamorgan. Noted.

To discuss Annual Report Section S106 Agreement 2022/23

Councillors had previously been circulated with the Annual Report Section S106 Agreement 2022/23. Councillor John confirmed that some of the S106 monies had been allocated in Llantwit Major for 2022/23 to:

Green links Services

New Changing Rooms in Llantwit Major Leisure Centre

Refurbished Play Ground on the Windmill Playing Fields

Installation of lights along Frampton Lane

To note Tre-Beferad – Parking Improvements

Councillors had previously been circulated with a letter dated 29th September 2023 detailing Parking Improvements at Tre-Beferad, Boverton. Noted.

291. WELSH GOVERNMENT

To discuss the Play Wales National Conference – A Ministerial review of Play in Wales

Councillors had previously been circulated with an Invitation to the Play Wales National Conference – A Ministerial review of Play in Wales on the 23rd November 2023. Noted.

To discuss review of Democratic Health in the Community and Town Council Sector

Councillors had previously been circulated with an email and review of the Democratic Health in the Community and Town Council Sector consultation. Councillors were encouraged to complete the consultation independently.

292. PUBLICATIONS RECEIVED

To note Play for Wales Spring/Summer 2023 – play news and briefing from the national charity for play

Councillors had previously been circulated with the Play for Wales Spring/Summer 2023 – play news and briefing from the national charity for play. Noted.

293. MISCELLANEOUS

To discuss correspondence received from Zero Hour re the Climate and Ecology Bill

Councillors had previously been circulated with email dated 5th October 2023 from Zero Hour re the Climate and Ecology Bill. Noted.

To discuss Invitation to a Reception & Briefing by the Army Engagement Team

Councillors had previously been circulated with an Invitation on the 21st November 2023 to a Reception & Briefing by the Army Engagement Team.

RESOLVED: That any Councillors wishing to attend the Reception & Briefing by the Army Engagement Office inform the Town Clerk as soon as possible.

SIGNED

DATED

MAYOR