

295. MINUTES**Full Town Council Meeting held 26th October 2023**

The minutes of the Full Town Council Meeting held on the 26th October 2023, had previously been circulated to Council Members. It was noted that under Members Announcements, Dementia Open Day Report it should read 'Our Lady's & St Iltyds Church' and not as previously stated 'Bethal Baptist Church.'

RESOLVED: That subject to the above amendments the minutes of the Full Town Council Meeting held on the 26th October 2023 be adopted and accepted as a true record.

Matters Arising

There were no matters arising.

Remembrance Day Committee Meeting held 26th October 2023

The minutes of the Remembrance Day Committee Meeting held on 26th October 2023, had previously been circulated to Council Members.

RESOLVED: That the minutes of the Remembrance Day Committee Meeting held on 26th October 2023 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

Planning Committee Meeting held 1st November 2023

The minutes of the Planning Committee Meeting held on 1st November 2023, had previously been circulated to Council Members.

RESOLVED: That the minutes of the Planning Committee Meeting held on 1st November 2023 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

Councillor Dr Dickson noted that the Vale Planners had apologised for not consulting them on the Barons Close Planning Application. It was confirmed it was an oversight by them.

5 Year Plan Committee Meeting held 16th November 2023

The minutes of the 5 Year Plan Committee Meeting held on 16th November 2023, had previously been circulated to Council Members.

RESOLVED: That the minutes of the 5 Year Plan Committee Meeting held on 16th November 2023 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

Planning Committee Meeting held 21st November 2023

The minutes of the Planning Committee Meeting held on 21st November 2023, had previously been circulated to Council Members.

RESOLVED: That the minutes of the Planning Committee Meeting held on 21st November 2023 be accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

Councillor Dr Dickson noted that the Planning Application 2023/00847/FUL could potentially fall in S106 obligations and requested that our Vale Councillors be aware of this if the Application is accepted.

296. 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.

297. 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.

298. TOWN MAYOR

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

Councillors had previously been circulated with the Town Mayor and Deputy Town Mayors events attended 1st November 2023 to the 30th November 2023. Councillor Powell stated he had had a busy November which included attending the Black History Wales Concert. Councillor Dr Dickson stated he had attended a very moving Remembrance Service at MOD St Athan. It had been an honour to represent Llantwit Major Town Council at this event. Noted.

Questions to the Town Mayor

There were no questions to the Town Mayor.

299. COUNCIL MEETINGS

Meetings for Month of December 2023

Councillors had previously been circulated with Meetings for the Month of December 2023. The Town Clerk confirmed that Decembers Full Town Council Meeting would be held on Wednesday 20th December 2023. Noted.

300. PROCEDURAL MATTERS

Members Announcements

(i) Report from Town Clerk

The Town Clerk informed Councillors that effective from April 2024, all Workplaces in Wales will need to separate their Waste for Recycling. The Town Clerk stated that a Green Bin had been placed in the Cemetery (provided by the Vale of Glamorgan Council) to see how effective this is. She stated we would also continue recycling goods in the Town Hall Office.

The Town Clerk confirmed that the Office will close at 1pm on the 22nd December 2023 for the Christmas Holidays. She asked Councillors if they would agree for the Town Hall Office to reopen on the 3rd January 2024. Staff will need to cover the Town Hall on the 23rd December due to an event being undertaken in the Council Buildings and also staff will be required to work all day and evening on the 5th January 2025 to cover the Community Pantomime in Llantonian Hall. Councillors all agreed this was acceptable.

The Town Clerk asked if any Councillors would be prepared to sell tickets for the Pantomime and Carols in the Barn Concert during the Lantern Parade / Christmas Lighting Switching On Event on Saturday 2nd December 2023 between 6:30pm to 7:15pm. Councillor Mrs Hughes offered to undertake this task on behalf of the Council.

Members Report

Councillor Foster informed Councillors that Boverton Ward Councillors and four Eagleswell residents had attended a Meeting with Mr Mike Ingram, Head of Housing & Building Services, re the land at the former Eagleswell site.

Councillor Deakin said there had been good dialogue between all parties although it was unfortunate that at the present time there is little the Town Council can do for the residents. Councillor Foster stated in hindsight if consultation had been undertaken at the start of this entire process then the proximity of the Pods backing onto Pembroke Place could have been avoided. The close proximity and height of these temporary units are intrusive to the residents and he had every sympathy with their concerns.

Councillor W Norman informed Councillors that he had attended the Friends of Heritage Coast Meeting on the 5th November 2023. He stated there had been twelve attendees which discussed topics including:

- Future of Sea Watch Centre and Mill Road Footpath
- Relaunching of the Friends of Heritage Group on the 19th November. In 2025 it would mark the 50 years Celebrations of this organisation
- Discussion/improvements to the Heritage Coast Visitors Centre

Action Tracker

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

To discuss the way forward with organising the 2024 Food Festival

The Town Clerk informed Councillors that the Food Festival planned for the 8th and 9th June 2024 was progressing well and Vendors had already been booked for next year. The Office Staff were now looking at music and children's entertainment for the two-day event. She stated the Staff would need help to take the event forward and would Councillors volunteer to assist prior and during the event.

RESOLVED: That the following Councillors will assist with the preparations for the 2024 Food Festival:
Councillor Hughes, Councillor Dr Dickson, Councillor Foster, Councillor Hanks, Councillor Thomas, Councillor Deakin, Councillor Powell.

To note Report on Meetings concerning provision and action for older people in the Vale of Glamorgan

Councillors had previously been circulated with a Reports dated 6th, 19th and 20th October 2023 concerning provision and action for older people in the Vale of Glamorgan. Councillor Dr Ellis stated that there had been a highly informative presentation from the Older Peoples Commissioner. Noted.

To adopt the Terms of Reference for the Stradling Park Working Group

Councillors had previously been circulated with the Terms of Reference for the Stradling Park Working Group.

RESOLVED: That the Terms of Reference for the Stradling Park Working Group be adopted.

To discuss Report on Dementia Friendly Open Day in Cowbridge Friday 10th November 2023

Councillors had previously been circulated with a Report dated 10th November 2023 on Dementia Friendly Open Day in Cowbridge.

Councillors noted their frustrations re the lack of funding for Age Connects in Llantwit Major and lack of professional advice for the elderly re benefits / resources in the town.

RESOLVED: That permission be granted to have a stall at the event. The stall would promote the Town Councils Place Making Project. Looking at what the residents like / dislike, improvements they want for their town. Residents will be asked to complete a Questionnaire representing their views.

301. PERSONNEL

To note 2022/23 Local Government Services Pay Agreement 2023

Councillors had previously been circulated with a letter dated 6th November 2023 detailing the Local Government Services Pay Agreement 2023. Noted.

To discuss Job Description / Person Specification for Administrative Assistant

Councillors had previously been circulated with the Job Description / Person Specification for the Administrative Assistant. Councillors discussed amending the job description to make salary and hours negotiable subject to the candidates that apply for the vacancy.

RESOLVED: That the Job Description and Person Specification be amended so that hours and salary is negotiable.

302. FINANCE

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

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

Expenditure for the period 20th October 2023 to 23rd November 2023

Councillors had previously been circulated with a copy of the Expenditure for the period 20th October 2023 to 23rd November 2023. Noted.

Income for the period 20th October 2023 to 23rd November 2023

Councillors had previously been circulated with a copy of the Income for the period 20th October 2023 to 23rd November 2023. Noted.

To note Community and Town Councillors – Councillors Allowances – Homeworking arrangements and consumables

Councillors had previously been circulated with a letter dated 27th October 2023 detailing the Community and Town Councillors – Councillors Allowances – Homeworking arrangements and consumables. Noted.

303. 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.

304. RECREATION AND OPEN SPACES**To note Llantwit Major Bowls Club end of year figures for season ending 30th September 2023**

Councillors had previously been circulated with Llantwit Major Bowls Club end of year figures for season ending 30th September 2023. Noted.

305. TOWN HALL**To discuss correspondence from resident re the Town Bell**

Councillors had previously been circulated with a message from a resident re the chiming of the Town Hall Bell during the night. The Town Clerk informed Councillors the chime for the Town Hall Bell is undergoing repairs and at present not chiming hourly. Councillors noted that due to the age of the chiming mechanism it is not possible to stop the bells ringing at night and it would cost thousands to install a digital mechanism for this purpose.

RESOLVED: That a letter been written to the resident stating that due to the age of the chiming mechanism it was not possible to stop the bell chiming during the night.

306. WELSH GOVERNMENT**To discuss Cymru Can – Future Generation Cymru Strategy re the Play Wales National Conference – A Ministerial review of Play in Wales**

Councillors had previously been circulated with an email and document dated 14th November 2023 re Cymru Can – Future Generation Cymru Strategy re the Play Wales National Conference – A Ministerial review of Play in Wales. Noted.

To discuss Asbestos Management on the Public Estate

Councillors had previously been circulated with documentation dated 14th November 2023 re Asbestos Management in Public Spaces. Noted.

To discuss Consultation Documentation on Road Safety in Wales – A New Road Safety Strategy

Councillors had previously been circulated with Consultation Documentation on Road Safety in Wales – A New Road Safety Strategy.

RESOLVED: That Councillors can respond individually to the Consultation Documentation on Road Safety in Wales – A New Road Safety Strategy.

To note appointment of One Voice Wales Cost of Living Team

Councillors had previously been circulated with a letter detailing the appointment of the One Voice Wales Cost of Living Team. Noted.

To discuss legislation re separating waste for recycling in public sector organisations from the 6th April 2024

Councillors had previously been circulated with Documentation detailing legislation re separating waste for recycling in public sector organisations from the 6th April 2024. The Town Clerk informed Councillors that recycling costings for implementing this will be brought to a future Council Meeting.

307. MISCELLANEOUS

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 secured

Councillors had previously been circulated with email dated 8th November 2023 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 secured. The Town Clerk confirmed she had received no response to her letter written following Octobers Full Town Council Meeting, to the Chief Executive of Lloyds Bank re the imminent closure of the Llantwit Major Branch. Councillors further discussed this matter.

RESOLVED: That a letter be written to the Chief Executive of the Principality Building Society and the local Branch Manager of Llantwit Major asking for their assurance that they are committed to keeping the Branch in Llantwit Major open.

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

Councillors had previously been circulated with an email dated 8th November 2023 requesting an invitation for Western Vale Family Practice to meet Councillors to discuss their current position as health providers in the town. Councillors further discussed this request.

RESOLVED: That a formal invitation be sent to Western Vale Family Practice asking for their availability to come and talk to Councillors regarding their current position as health providers in the town.

To note letter from Llantwit Major Royal British Legion Branch re 2023 Remembrance Parade

Councillors had previously been circulated with a letter dated 15th November 2023 from Llantwit Major Royal British Legion Branch re 2023 Remembrance Parade. Noted.

SIGNED

MAYOR

DATED