

Minutes of the Hybrid Meeting of Llantwit Major Town Council held in the Council Chamber, Old School and remotely via zoom on Thursday 25<sup>th</sup> January 2024 at 7.05pm

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

PC Jamie Williamson (Z)

Note: (Z) - Remotely by Zoom

Apologies were received from:

Councillor J Norman – On Holiday

Councillor G Hughes – On Holiday

Declaration of Interest Forms were received from:

Pursuant to the requirements of this Councils Code of Conduct, Councillor J Lewis declared a prejudicial interest under Miscellaneous, Item 5, To discuss letter from Principality Building Society re ongoing support to Llantwit Major community and High Street.

### 318 . MINUTES

#### Full Town Council Meeting held 20<sup>th</sup> December 2023

The minutes of the Full Town Council Meeting held on the 20<sup>th</sup> December 2023 had previously been circulated to Council Members.

**RESOLVED:** That the minutes of the Full Town Council Meeting held on the 20<sup>th</sup> December 2023 be adopted and accepted as a true record.

#### **Matters Arising**

There were no matters arising.

#### Planning Committee Meeting held 20<sup>th</sup> December 2023

The minutes of the Planning Committee Meeting held on 20<sup>th</sup> December 2023, had previously been circulated to Council Members.

**RESOLVED:** That the minutes of the Planning Committee Meeting held on 20<sup>th</sup> December 2023 be accepted as a true record and all recommendations be actioned by the Town Clerk.

**Matters Arising**

There were no matters arising.

**Stradling Park Working Group Committee Meeting held 20<sup>th</sup> December 2023**

The minutes of the Stradling Park Working Group Committee Meeting held on 20<sup>th</sup> December 2023, had previously been circulated to Council Members.

**RESOLVED:** That the minutes of the Stradling Park Working Group Committee Meeting held on 20<sup>th</sup> December 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 Meeting held 9<sup>th</sup> January 2024**

The minutes of the Finance and Policy Meeting held on 9<sup>th</sup> January 2024, had previously been circulated to Council Members.

**RESOLVED:** That the minutes of the Finance and Policy Meeting held on 9<sup>th</sup> January 2024 be accepted as a true record and all recommendations be actioned by the Town Clerk.

**Matters Arising**

There were no matters arising.

**Footpath Forum Committee Meeting held 15<sup>th</sup> January 2024**

The minutes of the Footpath Forum Committee Meeting held on 15<sup>th</sup> January 2024, had previously been circulated to Council Members.

**RESOLVED:** That the minutes of the Footpath Forum Committee Meeting held on 15<sup>th</sup> January 2024 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 16<sup>th</sup> January 2024**

The minutes of the Planning Committee Meeting held on 16<sup>th</sup> January 2024, had previously been circulated to Council Members.

**RESOLVED:** That the minutes of the Planning Committee Meeting held on 16<sup>th</sup> January 2024 be accepted as a true record and all recommendations be actioned by the Town Clerk.

**Matters Arising**

Councillor Dr Dickson stated that they had objected to Planning Application 2023/01203/FUL.

**319. 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.

**320. 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.

**321. TOWN MAYOR****Questions to the Town Mayor**

There were no questions to the Town Mayor.

**322. COUNCIL MEETINGS****Meetings for Month of February 2024**

Councillors had previously been circulated with Meetings for the Month of February 2024. Noted.

**323. PROCEDURAL MATTERS****Members Announcements****Report from Town Clerk**

The Town Clerk informed Councillors that it had been a busy month. She confirmed that they had received correspondence from the Vale of Glamorgan Council Events Officer re the request for funding of events in Llantwit Major for 2024 . They confirmed that they would support funding of These Three Streams, Llantwit Major Food Festival and the Christmas Lighting Up event. They would not fund the LM10K Run or the Abba Tribute Night as this did not fit in the SPF Funding criteria. The Town Clerk confirmed she would bring an Agenda Item to next Full Town Council Meeting to confirm if the Town Council wished to proceed with the Abba Tribute Night planned for the 22<sup>nd</sup> August.

The Town Clerk stated that the Tennis Pavilion was at present being refurbished. This has been organised and funded by Llantwit Major Tennis Club.

She confirmed that the Digital Notice Board installed in the Precinct is now working again.

The Town Clerk stated she had received correspondence re a concern by a resident about Boverton Cemetery. The Town Clerk stated she hoped the issue had been resolved but if further correspondence is received she will put as an Agenda Item on the next Full Town Council Meeting.

### **Members Report**

Councillor Dr Ellis informed Councillors he had attended Fairtrade and Dementia Friendly Meetings and would ensure Reports of all Meetings be forwarded to next month's Full Town Council Agenda. Councillor Dr Ellis stated there would be a Childrens Fairtrade Competition ran over the February Half Term with hopefully an exhibition of all work displayed at Bethal Baptist Hall in early June 2024.

Councillor Dr Ellis stated that the Vale Food Trail was being ran over the week commencing 26<sup>th</sup>/27<sup>th</sup> May. He wondered if this could also incorporate our own Food Festival being held the following weekend.

Councillor W Norman updated Councillors on the work being undertaken by Network Rail on the trees running along a 4-mile section of the rail track near Llantwit Major Railway Station.

### **Action Tracker**

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

Councillor Powell questioned if certain actions could now be removed from the Action Tracker.

**RESOLVED:** That the following Actions be removed from the Action Tracker Report:

Well Dressing Festival

Installation of storage shed by Tennis Club

Project Zero Climate Change Plan

Letter to Lloyds Babk re imminent closure of branch

### **324. FINANCE**

#### **Bank Reconciliation for period 1<sup>st</sup> December to 31<sup>st</sup> December 2023**

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1<sup>st</sup> December 2023 to 31<sup>st</sup> December 2023. Noted.

#### **Bank Reconciliation for period 1<sup>st</sup> October to 31<sup>st</sup> December 2023**

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

#### **Expenditure for the period 15<sup>th</sup> December 2023 to 18<sup>th</sup> January 2024**

Councillors had previously been circulated with a copy of the Expenditure for the period 15<sup>th</sup> December 2023 to 18<sup>th</sup> January 2024. Noted.

#### **Income for the period 15<sup>th</sup> December 2023 to 18<sup>th</sup> January 2024**

Councillors had previously been circulated with a copy of the Income for the period 15<sup>th</sup> December 2023 to 18<sup>th</sup> January 2024. Noted.

#### **To ratify Precept amount and proposed budget sheets for 2024/2025 as recommended by the Finance and Policy Committee**

Councillors had previously been circulated with the Precept amount and proposed budget sheets for 2024/2025 as recommended by the Finance and Policy Committee.

Councillor Foster asked members to refer to the Finance and Policy Committee meeting report 9<sup>th</sup> January 2024 and its recommendations put forward regarding the budget for 2024/25.

**RESOLVED:** The Town Council advise the Vale of Glamorgan Council's Revenues and Benefits Manager that the Town Council's 2024/25 precept requirement would be £277,406.

**To discuss Agenda Brief re Stronger Communities Grant Fund for 2024**

Councillors had previously been circulated with an Agenda Brief re Stronger Communities Grant Fund for 2024. The Town Clerk confirm that four potential project ideas had been put forward for consideration but three had been rejected for the following reason:

Street lighting in Town Hall Car Park – It was recommended by Vale of Glamorgan Council that possible S106 Funding could be used for this project.

Board Walk from West Street Pool to Midwell - Due to all Applications for Stronger Communities Grant Funds for 2024 being sent in by 12<sup>th</sup> February 2024 there was insufficient time to put forward a proposal and costings for this project.

Installation of permanent WIFI system in Llantonian Hall – This project would fall below minimum Stronger Community Grant Funding Project criteria.

**RESOLVED:** That permission is given to proceed for Stronger Community Grant Funding 2024 for the project to remove the breeze block wall running along the back of Llantwit Major Tennis Courts and replace with chain link fencing and a large gate with match funding of £1376.00 by the Town Council subject to inflation which will be reported back to Council if required.

**To discuss Agenda Brief re Lease on Citroen Berlingo Van and email from ABC Leasing Ltd**

Councillors had previously been circulated with an Agenda Brief re Lease on Citroen Berlingo Van and email from ABC Leasing Ltd. Councillors discussed the following options:

Extend 5-year lease on the existing Citroen Berlingo Van  
Start new contract with a new Ford Transit Courier

Councillors further discussed additional costs of maintaining existing vehicle re leasing a new vehicle.

**RESOLVED:** That permission be given to take out a new Lease Agreement for a Ford Transit Courier at a monthly cost of £262.93 exc. vat.

**To discuss renewal to the National Allotment Society**

Councillors had previously been circulated with a letter dated 15<sup>th</sup> January 2024 re renewal to the National Allotment Society.

**RESOLVED:** That permission be granted to renew the membership to the National Allotment Society at cost of £55.00 exc. vat.

**325. TOWN HALL**

**To discuss Agenda Brief re ongoing issues with Town Hall Bell**

Councillors had previously been circulated with an Agenda Brief re ongoing issues with Town Hall Bell. The Town Clerk informed Councillors that after a visit by an engineer on the 16<sup>th</sup> January 2024 he believed that the problem is due to the weight and movement of the weathervane.

This causes the bell to move and therefore the hammer to not striking correctly. Councillors discussed the next steps to move forward with resolving this ongoing issue.

**RESOLVED:** That the Town Clerk has permission to undertake the following steps to assist with rectifying the issues with the Town Hall Bell:-

Arrange drone to view stonework and bell structure more closely.

Arrange scaffolding to access the tower so stone mason can repair stonework.

Remove weathervane and get bell/hammer reset to see if this resolves the strike issue.

### 326. VALE OF GLAMORGAN

**To discuss Agenda Brief and email re operating and maintaining the carparks in the Town Hall and Wine Street, Llantwit Major, and the Public Toilets at the Town Hall and Boverton Road**

Councillors had previously been circulated with an Agenda Brief and email dated 5<sup>th</sup> January 2024 re operating and maintaining the carparks in the Town Hall and Wine Street, Llantwit Major, and the Public Toilets at the Town Hall and Boverton Road. Councillors fully discussed the managing and financial implications of taking over the running of the Car Park and Toilets in the above sites.

**RESOLVED:** That permission, in principle, be given for the Town Clerk and Chair or Finance to open discussions with the Vale of Glamorgan Council re operating and maintain the carparks in the Town Hall and Wine Street, Llantwit Major, and the Public Toilets at the Town Hall and Boverton Road. The Town Clerk and Councillor Foster will consider the management and financial implications of the proposal and bring findings back to Councillors for further discussion.

**To discuss email re free lessons to learn Welsh within the Vale**

Councillors had previously been circulated with an email dated 3<sup>rd</sup> January 2024 re free lessons to learn Welsh within the Vale. The Town Clerk also stated that many residents had asked that they would like to learn to sing the Welsh National Anthem as well. Councillors discussed who would be interested in undertaking free lessons to learn/improve their Welsh.

**RESOLVED:** That 5 Councillors and 2 Staff wish to look at undertaking free lessons to learn Welsh within the Vale.

**Further**

**RESOLVED:** That permission is granted for the Town Clerk to look further into organising sessions for residents to learn the Welsh National Anthem.

**To discuss email re ‘Lets Celebrate Towns’ 2024**

Councillors had previously been circulated with an email dated 16<sup>th</sup> January 2024 re ‘Lets Celebrate Towns ‘ 2024.

**RESOLVED:** That the Town Clerk further investigate what the ‘Lets Celebrate Towns’ 2024 Competition is all about and bring findings back to the next Full Town Council Meeting.

Councillor Powell asked permission to discuss Agenda Item Community Constable.

**327. COMMUNITY CONSTABLE****To receive Community Constable**

PC Williamson introduced himself to Councillors and stated that so far for the month of January 2024 there had been 33 recorded crimes, which included assaults, shop lifting and anti-social behaviour. He stated that New Years Eve have been particularly good in Llantwit Major with only one incident that resulted in 5 crimes in the White Lion Public House. PC Williamson stated he was continuing to work with Llantwit Major Comprehensive School re anti-social behaviour involving some youths in the Community.

Councillor Dr Dickson informed PC Williamson that he had received complaints re obstruction of vehicles parking along Morfa Lane with the junction to Wick Road. PC Williamson stated he would look into this matter.

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

**328. WELSH GOVERNMENT****To discuss consultation re future spending purposes for dormant assets funding in Wales**

Councillors had previously been circulated with an email dated 21<sup>st</sup> December 2023 re the consultation of future spending purposes for dormant assets funding in Wales. Noted.

**329. MISCELLANEOUS****To discuss Letter from Greenfield resident**

Councillors had previously been circulated with a letter dated 21<sup>st</sup> December 2023 from Greenfield resident re keeping pigs on their property. Noted.

**To discuss email and letter from Western Vale Family Practice in relation to the GMS Contract**

Councillors had previously been circulated with an email and letter dated 10<sup>th</sup> January 2024 from Western Vale Family practice in relation to the GMS Contract. Councillor Dr Dickson updated Councillors that it was important to make residents aware of the detrimental impact of the GMS contract will have on Llantwit Major and it will leave General Practices underfunded to deal with the current needs of the population. Councillors reviewed a letter Councillor Dr Dickson had drafted to send to relevant parties re the Town Councils concerns re the General Practices ongoing funding issues.

**RESOLVED:** That the Town Council send a letter to Baroness Morgan, Jane Hutt MS, CEO (Cardiff and the Vale HB), CEO (NHS Wales) and GPS Wales re the Councils concerns about the ongoing funding issues facing General Practices and the effects this will have on the health and wellbeing of Llantwit Majors population.

**To discuss letter from resident re overgrown hedge bordering the Colhugh Stream and along the grounds of Byron Court**

Councillors had previously been circulated with a letter dated 12<sup>th</sup> January 2024 from a resident re overgrown hedge bordering the Colhugh Stream and along the grounds of Byron Court. Councillors further discussed ownership of the area.

**RESOLVED:** That a letter be written to the resident re the overgrown hedge bordering the Colhugh Stream and along the grounds of Byron Court stating that this is a private matter with the landowner and the Town Council has no authority to take any action regarding this matter.

**To discuss email request to bring a new local artisan, handmade, food, drink, and craft market to Llantwit Major**

Councillors had previously been circulated with an email dated 8<sup>th</sup> January 2024 re a request to bring a new local artisan, handmade, food, drink, and craft market to Llantwit Major.

**RESOLVED:** That an email be written to Green Top Markets Ltd stating that unfortunately the Town Council does not have any facilities, at the present time, to use for an outdoor food, drink, and craft market. However, we will keep their details on file and if future events/facilities become available we will be in touch.

**To discuss letter from Principality Buildings re ongoing support to Llantwit Major Community and High Street**

Councillor Lewis declared an interest.

Councillors had previously been circulated with a letter dated 19<sup>th</sup> December 2023 from the Principality Building Society re ongoing support to Llantwit Major Community and High Street.

**RESOLVED:** That a further letter be written to the Principality Building Society stating the Town Council's concerns now that the Bus Service to Cowbridge has been reduced.



**330. PART II**

The public and press may be excluded from the meeting during consideration of the items in accordance with Public Bodies (Admissions to Meetings) Act 1960 (2).

**Finance**

**To discuss Agenda Brief re proposed pay scales financial 24/25**

Councillors had previously been circulated with an Agenda Brief re proposed pay scales financial 24/25.

**RESOLVED:** That the proposed pay scales be approved and effective from 1<sup>st</sup> April 2024.

**Personnel**

**To discuss letter from Deputy Town Clerk re Working Hours**

Councillors had previously been circulated with a letter dated 3<sup>rd</sup> January 2024 re the Deputy Town Clerks request to reduce her contracted hours to 3 days a week effective from 1<sup>st</sup> April 2024.

**RESOLVED:** That permission is granted for the Deputy Town Clerk to reduce her contracted hours to 3 days a week effective from 1<sup>st</sup> April 2024.

**SIGNED** .....  
MAYOR

**DATED** .....