

22nd June 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, 29th June 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 29th June 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 25th May 2023

Separately attached

To receive minutes of Bowls Club Sub Committee Meeting held on 24th May 2023

Separately attached

To receive minutes of Planning Meeting held on 6th June 2023

Separately attached

To receive minutes of Fair Trade Forum Meeting held on 13th June 2023

Separately attached

To receive minutes of Allotment Sub Committee Meeting held on 15th June 2023

Separately attached

To receive minutes of Planning Meeting held on 20th June 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 1st June 2023 to 30th June 2023
Refer green sheet no: 1
- 2) Deputy Town Mayors events attended 1st June 2023 to 30th June 2023
Refer green sheet no: 1
- 3) Questions to the Town Mayor (if any)

COMMUNITY CONSTABLE

- 1) To receive Community Constables report

COUNCIL MEETINGS

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

PROCEDURAL MATTERS

- 1) Members Announcements
 - (i) Report from Town Clerk
Verbal Update Town Clerk
 - (ii) Update from Council Representative on the Town Twinning Committee
Verbal Update
- 2) To note June 2023 update from Community Engagement Administrator
Refer green sheet no: 2
- 3) Action Tracker
Refer green sheet nos: 3, 4
- 4) To review and adopted amended Standing Orders
Separately attached
- 5) To adopt Llantwit Major Town Council Tree Management Policy
Refer green sheet no: 5, 6, 7, 8, 9, 10

- 6) To adopt Llantwit Major Town Council Cash Handling Policy
Refer green sheet no: 11
- 7) To discuss Agenda Brief re hiring out Marquees
Refer green sheet no: 12

FINANCE

- 1) Bank Reconciliation for period 1st May 2023 to 31st May 2023
Refer blue sheet no: 1
- 2) Expenditure for period 19th May 2023 to 20th June 2023
Refer blue sheet nos: 2, 3, 4, 5, 6, 7
- 3) Income for period 19th May 2023 to 20th June 2023
Refer blue sheet no: 8
- 4) To note letter and comments from Auditor General for Wales, Audit Certificate and report for the year ended 31st March 2022
Refer blue sheet no: 9 to 16
- 5) To discuss Agenda Brief re 51p overspend on the Stronger Communities Grant Funding
Refer blue sheet no: 17, 18
- 6) To discuss Statement of Accounts, Annual Report and Internal Auditors Report 1st April 2022 to 31st March 2023
Separately attached white sheets (1 to 4)

DEVELOPMENT

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

RECREATION AND OPEN SPACES

- 1) To discuss Annual Play Area Inspection
Refer yellow sheet nos: 1
- 2) To discuss Report of Meeting between Llantwit Major Town Council, Llantwit Major Rugby Football Club and Vale of Glamorgan Council representatives at the Recreation Field on 2nd June 2023
Refer yellow sheet nos: 2, 3
- 3) To discuss email requesting permission to place banner on Recreation Field fence to promote Llantwit Major 10k Run
Refer yellow sheet nos: 4

- 4) To discuss Informal Meeting at Stradling Park on 23rd May 2023
Refer yellow sheet nos: 5
- 5) To discuss Agenda Brief re letter drop surrounding Stradling Park
Refer yellow sheet no: 6

CEMETERY

To note the following burial matters.

- 1) Burial of cremated remains Ann Linda Drew (new plot) Me8 on 24th May 2023
- 2) Burial of cremated remains Valarie Sage (new plot) Me9 on 26th May 2023
- 3) Burial of cremated remains Tracy Atkins (reopen plot) F182 on 2nd June 2023

OLD SCHOOL

- 1) To discuss letter from These 3 Streams re usage of upstairs rooms in the Old School Building
Refer yellow sheet nos: 7

WEST STREET POOL

- 1) To discuss Informal Meeting at West Street Pool / Mid Well Conservation area on 23rd May 2023
Refer yellow sheet nos: 8
- 2) To discuss quote from Ponds4U re quotation for Annual General Clean and Maintenance of West Street Pool
Refer yellow sheet nos: 9, 10

VALE OF GLAMORGAN COUNCIL

- 1) To discuss third round of the Community Ownership Fund
Refer orange sheet no: 1

WELSH GOVERNMENT

- 1) To discuss consultation on extending the term of office for the Older Peoples Commissioner for Wales from 4 to 7 years
Refer orange sheet no: 2, 3, 4, 5, 6
- 2) To discuss Wales Consultation on Public Procurement Secondary Legislation: Part 1
Refer orange sheet no: 7, 8
- 3) To discuss email invitation to virtual summit 'Get ready for 20mph' on Monday 3rd July 2023
Refer orange sheet no: 9

- 4) To discuss TRO Public Consultation re proposed exceptions to Wales 20mph default speed limit

Refer orange sheet no: 10 , 11 and separately sent emailed

MISCELLANEOUS

- 1) To discuss email from Town Twinning Association re-visit from Le-Pouliguen in September 2023

Refer pink sheet no: 1

- 2) To discuss Agenda Brief re Llantwit Major Town Council Food and Drink Festival

Refer pink sheet no: 2, 3

- 3) To discuss Public Consultation from Scouts 1st Llantwit Major re development of purpose built community facility in the area of 'Heol Pentre Cwrt'

Refer pink sheet nos: 4, 5, 6, 7, 8, 9, 10