

Minutes of the Hybrid Meeting of Llantwit Major Town Council held in the Council Chamber, Old School and remotely via zoom on Thursday 28<sup>th</sup> March 2024 at 7.05pm

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

PCSO Rhiannon Cummings

Members of the General Public

Note: (Z) - Remotely by Zoom

Apologies were received from:

Councillor G Hughes – Family commitment

Councillor G John – Prior Commitment

Councillor J Norman - Illness

There were no Declaration of Interest Forms received.

**346 . MINUTES**

**Full Town Council Meeting held 29<sup>th</sup> February 2024**

The minutes of the Full Town Council Meeting held on the 29<sup>th</sup> February 2024 had previously been circulated to Council Members. Councillor noted that under Procedural Matters, Report of Older Peoples Events in Llantwit Major December 2023 and January 2024 it should read ‘Dementia Friendly Llantwit Major’ and not as previously stated ‘Llantwit Major Dementia Friends’.

**RESOLVED:** That subject to the above amendments the minutes of the Full Town Council Meeting held on the 29<sup>th</sup> February 2024 be adopted and accepted as a true record.

**Matters Arising**

Councillors noted that Superintendent Marc Atwell, Head of Communities & Partnerships South Wales Police would attend a Meeting on the 25th April 2024 at 6:30pm prior to the Full Town Council Meeting.

Councillor Deakin noted the continuing issues with overflowing Bins around the Town.

The Town Clerk clarified the policy re the amount of information that should be recorded within the Full Town Council Meetings.

**Place Making Meeting held 11<sup>th</sup> March 2024**

The minutes of the Place Making Meeting held on 11<sup>th</sup> March 2024, had previously been circulated to Council Members. Councillors noted that the name of Alec Chand was incorrectly spelt within the report and should read Alec Shand. Also, it was noted that the date of the next Meeting should read 10<sup>th</sup> April 2024 and not as previously stated 11<sup>th</sup> April 2024.

**RESOLVED:** That subject to the above amendments the minutes of the Place Making Meeting held on 11<sup>th</sup> March 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 12<sup>th</sup> March 2024**

The minutes of the Planning Committee Meeting held on 12<sup>th</sup> March 2024, had previously been circulated to Council Members.

**RESOLVED:** That the minutes of the Planning Committee Meeting held on 12<sup>th</sup> March 2024 be accepted as a true record and all recommendations be actioned by the Town Clerk.

**Matters Arising**

There were no matters arising.

**Special Meeting held 21<sup>st</sup> March 2024**

The minutes of the Special Meeting held on the 21<sup>st</sup> March 2024 had previously been circulated to Council Members.

**RESOLVED:** That the minutes of the Special Meeting held on the 21<sup>st</sup> March 2024 be adopted and accepted as a true record.

**Matters Arising**

There were no matters arising.

**347. PUBLIC QUESTION TIME**

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

Four representatives from Swallow Play Group requested to speak to update Councillors on the Vale of Glamorgan Council reviewing the removal of the funding criteria from September 2024 regarding Local Authority Child Places at Swallow Playgroup.

Representatives stated the Playgroup has been in operation for 24 years. For many years they have received funding in order to provide free education hours for children over three years old, and in recent years they had received further funds to allow them to enhance the settings and to upskill staff to provide an additional curriculum, including developing a Forest Schools area at the Playgroup. They stated the Playgroup has always received glowing inspection reports and have a team of dedicated, hardworking staff.

Last Friday they said they were informed that this funding was to cease, thus no places would be offered to children in the area over three years old. This came with no consultation or warning from the Vale of Glamorgan Council.

They stated the Playgroup aims to provide Early Years education primarily to service families, and then other families in the area should resources provide.

They said this financial loss could result in losing half the children that would be expected to come to the nursery from September 2024. It could also result in staff redundancies, with the loss of highly skilled individuals.

With expected developments in the area bringing more families this creates more demand for services, but with the withdrawal of this funding this is something that they cannot provide unless parents choose to still come to us and pay themselves. This is not something the majority of families can do, this decision is limiting their chances of finding a free nursery place for their children.

They said that they had come today in the hope that the Town Council understand the situation that they have been put in and would request that they will support them and voice their concerns regarding this matter directly with the Vale of Glamorgan Council.

Councillor Powell asked permission to bring forward Item Miscellaneous, To discuss email and letter from Swallow Playgroup based in the West Camp Community Centre.

Councillor Powell asked permission to suspend Standing Orders.

**STANDING ORDERS WERE SUSPENDED.**

**To discuss email and letter from Swallow Playgroup based in the West Camp Community Centre.**

Councillors had previously been circulated with an email and letter dated 20<sup>th</sup> March 2024 from Swallow Playgroup based in the West Camp Community Centre.

Councillors advised that the Town Council had no authority regarding this decision undertaken by the Vale of Glamorgan Council.

Councillors requested further information from the Representatives of the Swallow Playgroup.

Councillors were advised that at present they have 30 children attending the Playgroup a day, of which 80% undertake wrap around care, (i.e., attend playgroup from 9am til 4pm). Seventy percent of the children attending the playgroup were from military families and at present the funding the Vale provide for the 2023-24 School Year resulted in an income of £15,000 a Term.

Councillor Powell asked permission to reinstate Standing Orders.

**STANDING ORDERS WERE REINSTATED**

**RESOLVED:** That a letter be sent to the Vale of Glamorgan Council noting the Swallows Playgroups Meeting with Llantwit Major Town Council. State the Town Council is fully aware of the Vale of Glamorgan Council financial constraints for the 2024/25 School Year however asked that further dialogue can be arranged between both parties (Swallows Play Group and Vale of Glamorgan Council) to further review the situation and ensure the safety and wellbeing of the children in the Playgroup now and in the future.

**Further**

**RESOLVED:** That Councillor Williams (as the Armed Forces Champion) will also take this matter forward to the relevant parties within the Vale of Glamorgan Council and bring findings back to the Town Council and Swallow Playgroup.

Representatives from Swallow Playgroup vacated the Council Chamber.

Councillor Powell asked permission to bring forward Community Constable.

**348. COMMUNITY CONSTABLE**

**To receive Community Constable**

PCSO Rhiannon Cummings introduced herself to Councillors and stated for the month of March 2024 there had been there had been 34 recorded crimes, which included 1 sexual assault, 7 assaults , 4 shop lifting , 3 criminal damage, 14 harassment, 4 theft and 1 garage burglary. PCSO Cummings stated she was involved in the project with the Ukrainian Resettlement Team, Vale Homes and tenants at Crawshay Court to look at working with the new residents (due to move into the former Eagleswell School site) on community projects to assist the Llantwit Major community.

Councillor Powell thanked PCSO Cummings for her attendance and PCSO Cummings vacated the Council Chamber.

**349. 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.

**350. TOWN MAYOR**

**Town Mayors events attended 1<sup>st</sup> March 2024 to 31<sup>st</sup> March 2024**

Councillors had previously been circulated with the Town Mayor events attended 1<sup>st</sup> March 2024 to the 31<sup>st</sup> March 2024. Noted.

**Deputy Town Mayors events attended 1<sup>st</sup> March 2024 to 31<sup>st</sup> March 2024**

Councillors had previously been circulated with the Deputy Town Mayor events attended 1<sup>st</sup> March 2024 to the 31<sup>st</sup> March 2024. Noted.

**Questions to the Town Mayor**

There were no questions to the Town Mayor.

**351. COUNCIL MEETINGS**

**Meetings for Month of April 2024**

Councillors had previously been circulated with Meetings for the Month of April 2024. Councillors were informed that the Footpath Forum Meeting had been moved from the 9<sup>th</sup> April 2024 to the 16<sup>th</sup> April 2024. Noted.

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

The Town Clerk welcomed Janine Flannigan , the newly appoint Administrative Assistant for the Town Council, to her first Full Town Council Meeting. The Town Clerk stated that within her role she would attend future Full Town Council Meetings.

The Town Clerk confirmed that the Town Hall Clock and Bell were now fully working. The final phase of the project would be to contract a local welder to remove the weather vane from the pole, reduce the size / weight of the pole , then refit the Welsh Dragon on the top of the Town Hall Clock Tower.

She confirmed that all paperwork for the National Lottery Heritage Fund Grant re Stradling park had been signed and half the money (£19,000) had been already paid into the Town Council Bank Account.

The Town Clerk informed Councillors that the U10's Park had been left locked the last few days due to the amount of rain that had fallen the area had become waterlogged.

**Members Reports**

Councillor Foster updated Councillors on a Meeting he attended earlier in the evening in Llantwit Major Rugby Club re the former Eagleswell School Site. The Meeting had been organised by Eagleswell Residents. He stated 150 people had attended the open meeting. Issues discussed included the overall cost of the development, the closeness of certain pods to neighbouring residents boundaries and who will be housed in this development once completed. The meeting was looking into residents opinion re-funding a judicial review regarding this development.

**Action Tracker**

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

**To note Report on working towards a Dementia Friendly Llantwit Major, February/March/April 2024**

Councillors had previously been circulated with a Report on working towards a Dementia Friendly Llantwit Major, February/March/April 2024. Councillors Dr Ellis stated Dementia Friendly Llantwit Major was progressing well and the next Meeting was planned for 16<sup>th</sup> April 2024. Noted.

**353. FINANCE****Bank Reconciliation for period 1<sup>st</sup> February 2024 to 29<sup>th</sup> February 2024**

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1<sup>st</sup> February 2024 to 29<sup>th</sup> February 2024. Noted.

**Expenditure for the period 23<sup>rd</sup> February 2024 to 21<sup>st</sup> March 2024**

Councillors had previously been circulated with a copy of the Expenditure for the period 23<sup>rd</sup> February 2024 to 21<sup>st</sup> March 2024. Noted.

**Income for the period 23<sup>rd</sup> February 2024 to 21<sup>st</sup> March 2024**

Councillors had previously been circulated with a copy of the Income for the period 23<sup>rd</sup> February 2024 to 21<sup>st</sup> March 2024. Noted.

**To note Independent Remuneration Panel for Wales Annual Report February 2024**

Councillors had previously been circulated with the Independent Remuneration Panel for Wales – Annual Report February 2024. Councillors discussed payments to members of Community and Town Councils.

**RESOLVED:** With regards the Extra Cost Payments – **Mandatory**. Councillors noted that should a member not wish to receive payment a letter must be sent to the Town Clerk declining payment.

With regards Payment to member for a senior role - **Accepted**. Accepted Chair of Recreation & Buildings and the Chair of Finance & Policy. It was noted that this payment could be declined by either Chair subject to a letter being sent to the Town Clerk.

With regards Payment to member in respect of travel costs – **Accepted** subject to attending meeting/function outside of area as requested by Town Council.

With regards Contributions towards costs of Care and Personal Assistance – to enable people who have personal support needs and or caring responsibilities to carry out their duties as a member of a Town Council (Panel Determinations in Section 10) - **Mandatory**

With regards to Town Councils can pay financial loss compensation to each member where such loss has occurred for attending approved duties - **Declined**

With regards Attendance Allowance for members. - **Declined**

With regards Town Councils can provide a payment to the mayor or chair of the council - **Declined**

With regards Town Councils can provide a payment to the deputy mayor or chair - **Declined**

**To discuss proposed end of year budget figures 2023/24, explanation and agenda brief regarding projects**

Councillors had previously been circulated with the proposed end of year budget figures 2023/24, explanation and agenda brief regarding projects. The Town Clerk informed Councillors at present there was an underspend of £7000. The finalised end of year figures will be distributed at next month's Full Town Council Meeting.

**To discuss annual membership to One Voice Wales for 2024-2025**

Councillors had previously been circulated with a letter from One Voice Wales regarding membership for 2024/25 at an annual fee of £1858.00.

**RESOLVED:** That the Membership for One Voice Wales at an annual fee of £1858.00 not be taken out for the year 2024/25.

**354. 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 note email re proposed development at MOD St Athan**

Councillors had previously been circulated with an email dated 14<sup>th</sup> March 2024 re proposed development at MOD St Athan.

**RESOLVED:** That Councillor Dr Dickson attend one of the planned Consultations re the proposed development at MOD St Athan and bring findings back to the next Full Town Council Meeting.

**355. CEMETERY**

The following Burial matters were noted.

- 1) Burial of Elizabeth Gillian (reopen plot) E194 on 11<sup>th</sup> March 2024

**356. VALE OF GLAMORGAN COUNCIL**

**To discuss Letter re School Crossing Patrols – Ham Lane East**

Councillors had previously been circulated with a letter dated 4<sup>th</sup> March 2024 re the School Crossing Patrols – Ham Lane East. Councillors stated how disappointed they were with the response, had major concerns for the safety of the children crossing Ham Lane East and challenged that there had been no accidents reported in the area since 2015.

**RESOLVED:** That a further letter be written to the Head of Neighbourhood Service and Transport requesting an update on the latest position regarding the review of School Crossings within the Vale of Glamorgan. Reiterate the Councillors concerns about the safety of those children and parents walking to and from the Llantwit Learning Community and feeling that to remove the School Crossing Patrols would be extremely shortsighted of the Vale of Glamorgan Council.

**To discuss email re Llantwit Major Toilets / Car Parks**

Councillors had previously been circulated with an email dated 21st March 2024 re Llantwit Major Toilets / Car Parks. Councillor Foster stated that a plan for lighting the Town Hall Car Park had been drawn up. Discussions were still ongoing with the Vale of Glamorgan Council re taking over these facilities. The decision was subject to the Town Clerk being satisfied that all conditions had been met regarding drainage / boundary walls and the surface of the Carpark. Noted.

357. **MISCELLANEOUS**

**To discuss email Government Business Team (Health and Social Services Group) re risk to General Practice in Llantwit Major / Wales**

Councillors had previously been circulated with an email dated 28<sup>th</sup> February 2024 re Government Business Team (Health and Social Services Group) re risk to General Practice in Llantwit Major / Wales. Noted.

**To discuss Agenda Brief re Medical Facilities at MOD St Athan**

Councillors had previously been circulated with an Agenda Brief re Medical Facilities at MOD St Athan. Councillors further discussed the existing medical facility.

**RESOLVED:** That Councillor Dr Dickson and Councillor Foster accept the offer to visit the Medical Facility at MOD St Athan and ask if representatives from the neighbouring St Athan Community Council would like to attend as well.

**To discuss email from Llantwit Major School re Sixth Form Work Experience**

Councillors had previously been circulated with an email dated 20<sup>th</sup> March 2024 re request from Llantwit Major School for a Sixth Form Student to undertake a week’s work experience between 3<sup>rd</sup> May 2024 to 7<sup>th</sup> June 2024 at the Town Hall Office. Councillors further discussed this matter and the additional workload / impact this would have on the staff in the Office.

**RESOLVED** That the Town Clerk be given authority to decide if a Sixth Form Student from Llantwit Major School be given the opportunity to undertake a week’s work experience in the Town Hall between 3<sup>rd</sup> May 2024 to 7<sup>th</sup> June 2024.

**To discuss email re ATM’s in Post Offices**

Councillors had previously been circulated with an email dated 21st March 2024 from the Post Master of Llantwit Major Branch re installing an ATM at Llantwit Major Post Office.

**RESOLVED:** That the Town Council write a letter of support to the Post Office Retail Area Manager Cardiff, Glamorgan and Valleys stating that Llantwit Major Post Office has been in contact with the Town Council and we are supportive of the installation of an ATM at the branch. State that an ATM on the outside of our local Post Office would serve the local community and provide an invaluable service to our residents.

**SIGNED** .....  
MAYOR

**DATED** .....