

# **LLANTWIT MAJOR TOWN COUNCIL ANNUAL REPORT**

## **For Financial Year 2023/2024**



**“Working to protect and improve our community”**





## **Introduction By Town Mayor**

### **LLANTWIT MAJOR TOWN COUNCIL – MAYOR’S ANNUAL REPORT**

Welcome to the Mayor’s Annual Report for 2023/2024, where you will find details of the work the Town Council has been undertaking over the past year. It has been an honour and privilege for me to serve the community as Mayor of this wonderful town for the past 12 months. The support that I have received from the Town Hall staff and fellow councillors has been truly outstanding. The hard work and dedication of the whole team has contributed to an efficient and well-run Town Council along with its well-maintained assets. I am most grateful to them for this and the help that they have given me throughout my term of office.

It has been a delight for me to represent and promote Llantwit Major at many events throughout the Vale of Glamorgan over the last year. Meeting other Mayors and Community Council leaders at the various Civic Services and events has been both enjoyable and interesting. Talking to these community leaders it has become clear to me that Llantwit Major Town Council is responsible for looking after far more assets than any other Town or Community Council in the Vale. This is something I believe needs promoting in the local community and why this annual report is so important.

Other formal events I had the privilege to attend on behalf of the town were the King’s birthday salute and The South Glamorgan High Sheriff’s declaration.

I was absolutely thrilled to have been asked to attend so many wonderful music events. These included the Cardiff and Vale Youth Orchestra in the Millennium Centre, Orchestral Symposium for young musicians at Atlantic College, the Llantwit Major Chamber of Music festival, St Donat’s Chorale and Early Voices at St Illtud’s Church. the High Sheriff’s carol service at Llandaff Cathedral, and the Mayor of Barry and the St. John’s ambulance carol services in Barry. All were wonderful services to have been asked to attend.

Locally, I have attended many events as Mayor, such as a Teddy Bears’ picnic, coffee mornings, Christmas parties and many other fund-raising events. Meeting and talking with residents, volunteers and our PCSO at these events does make you realise what wonderful people we have living and working in our beautiful town.

On 4<sup>th</sup> August I was invited to the official closing of the Royal Air Force St. Athan. Although it was an honour to attend, it was also an occasion that was tinged with sadness. Llantwit Major has had a very close connection to RAF St. Athan since the base was established in 1938 and this has had a major influence on the growth of the town.

In September the town had the pleasure of hosting residents from Le Pouliguen, the French town that Llantwit Major has been twinned with since 1982. A wonderfully successful few days were enjoyed by everyone involved. It was a real honour as

Mayor to host the official reception in the Town Hall and to join the guests in some of the fun events.

One of the most important days in the calendar for Llantwit Major Town Council is the town's Civic Service. A service was held in St. Illtud's Church, followed by a reception in the Town Hall on 15<sup>th</sup> October 2023. Llantwit Major has four superb schools, and it was a real pleasure that all schools participated in the service with the readings and in the amazing joint primary schools' choir of St. Illtyd's and Ysgol Dewi Sant.

At the being of November, the Town Council was asked by the War Graves Commission if we could put remembrance crosses on the graves of those brave souls who have fought for their country. It was an honour to do this with children from the Scouting and Guiding organisations of Llantwit Major. This year's Remembrance service was as ever a poignant reminder of the sacrifices and courage of those who have served our country. The parade was slightly different this year without the RAF band, but there was still a large crowd gathered to see the various organisations marching and laying wreaths at the Cenotaph.

I held two large fund-raising events this year and both events were extremely well attended and successful in raising money for my nominated charity "Face up Cymru", a charity helping people with head and facial cancer.

Some of the year's achievements have been raising grant money for the town's various bio-diversity projects at Stradling Park and Mid Well. A new fence has been erected and the communal area on the Stradling Park site is ready to start work with the various schools and organisations. Work was carried out on our bio-diversity and wetland area at Mid Well and we are now looking to repair the well. Another project that I also feel passionate about is fitting a lift in the Town Hall so that everyone can use this facility and we have been working hard this year to obtain permission to do this. Hopefully, we will have a positive outcome in the near future. The repairs to the Town Hall clock have been a bit of a trial and error, but it is now fully working and we can all enjoy the chimes of the clock once more.

While walking around the town and engaging with residents on the Place Making survey that the town is carrying out to ascertain people's likes and dislikes about the town, I have met with many residents who have said what a wonderful place it is to live. A beautiful, well maintained, friendly and welcoming town are just some of the things I have been told. If Llantwit Major Councillors have helped to contribute towards some of these wonderful comments, then I feel we have achieved our reasons for wanting to become Town Councillors.

Councillor David Powell

Llantwit Major Town Mayor

## **Background to Report**

This report was compiled following the introduction of the Well-being of Future Generations (Wales) Act 2015 and Local Government and Elections (Wales) Act 2021, Section 52.

The report shows how the Town Council has taken steps towards meeting local objectives as laid out in the local Well-being plan for our area. These objectives are based on our own knowledge and consideration of circumstances and characteristics for our area.

The Town Council have worked with many local organisations to meet the objectives financially and through administrative support or use of facilities.

The majority of 'projects' are now either on the Town Council website or social media Sites. Feedback is always encouraged from local residents.

The report covers the municipal year of Councillor D Powell's term in office as Town Mayor and Chair of the Council, which started in May 2023.

The year has been largely impacted by the 2023/24 budget. The Town Council had limited resources this year due to the continuing recession, inflation and increasing utility service costs (e.g., electricity, oil prices etc). Unless grant applications were successfully sought, no large projects could have been undertaken in this financial year. The Town Council has thus concentrated on maintenance and sustainability rather than new developments and growth.

With both the Welsh Government and the Vale of Glamorgan Council also facing ever increasing financial restraints, the impact becomes even greater on the Town Council. The Vale of Glamorgan Council are presently reviewing their services and are looking at options to offset services for local councils to manage. Therefore, the financial challenges to be faced in 2024/25 look likely to further restrict what Council projects can be addressed.

Ruth Quinn (Town Clerk to Llantwit Major Town Council)

## **History of Llantwit Major Town Council**

Llantwit Major Town Council serves a population of approximately 14,500. It is the third largest Town/Community Council within the catchment of the Vale of Glamorgan Council and is still growing with the new housing developments being built around our surrounding town.

The Town Council was formed in 1974, although before this Llantwit Major was served by a Parish Council and this can be traced back to 1894. The first Town Council Mayor was Mr A C W Davies (1974-75).

Llantwit Major (Llanilltud Fawr) is steeped in history with it being named as the site of the main church of Illtud, one of the founding Saints of the monastic settlements of the 5th century AD in Wales. Nowadays, Llantwit Major is surrounded by countryside and has excellent transport links, as well as to the South the Bristol Channel and the Heritage Coastline.

Llantwit Major Town Council is made up of 14 elected Councillors representing four wards, West Ward, South East Ward, North Ward and Boverton Ward. At present, there is a team of four staff working both full-time and part-time delivering services on a daily basis. The Council is undertaking an interview process in March 2024 to appoint an Administrative Assistant to join the Town Council team.

The Council is responsible for many facilities, including five community buildings (two of which are listed), bowling green, tennis courts, two playparks, four open spaces, recreation field, ornamental pond, community garden, cemetery and allotment site.

## **Town Council Committees**

At the Annual Meeting held on the 11th May 2023 the following Committees / Forums were accepted for financial year 2023/2024:-

FULL TOWN COUNCIL  
FINANCE AND POLICY COMMITTEE

RECREATION & BUILDINGS COMMITTEE

FOOTPATH FORUM

PLANNING COMMITTEE

TOWN HALL WORKING GROUP

FAIRTRADE FORUM

SCHOOL GARDEN

5 YEAR PLAN COMMITTEE

ALLOTMENT SUB COMMITTEE

BOWLS CLUB SUB COMMITTEE

TENNIS CLUB SUB COMMITTEE

REMEMBRANCE DAY COMMITTEE

APPEAL HEARING (PERSONNEL)

APPEALS COMMITTEE (PERSONNEL)

GREIVANCE PANEL (PERSONNEL)

INTERVIEW PANEL

### **TOWN COUNCIL REPRESENTATIVES ON OUTSIDE BODIES/COMMITTEES**

CHARITIES.

VALE OF GLAMORGAN COUNCIL COMMUNITY LIAISON COMMITTEE

LLANILLTYD FAWR IN FLOWER

PUBWATCH.

FRIENDS OF GLAMORGAN HERITAGE COAST

LLANTWIT MAJOR CHAMBER OF TRADE

CHRISTMAS LIGHT COMMITTEE

TOWN TWINNING ASSOCIATION

HEALTH AND SOCIAL CARE COMMITTEE  
PUBLIC SERVICE BOARD (VOGC)

**MINOR AUTHORITY REPRESENTATION ON VALE PRIMARY SCHOOL GOVERNING BODIES**

ST. ILLTYD'S PRIMARY SCHOOL  
YSGOL DEWI SANT PRIMARY SCHOOL  
YSGOL Y DDRAIG PRIMARY SCHOOL



## **Calendar of Town Council Meetings 2023/24**

### **2023**

11 <sup>th</sup> MAY	ANNUAL MEETING
25 <sup>th</sup> MAY	FULL TOWN COUNCIL MEETING
15 <sup>th</sup> JUNE	FINANCE AND POLICY COMMITTEE
29 <sup>th</sup> JUNE	FULL TOWN COUNCIL
3 <sup>rd</sup> JULY	FOOTPATH FORUM
27 <sup>th</sup> JULY	FULL TOWN COUNCIL
11 <sup>th</sup> SEPT	FOOTPATH FORUM
28 <sup>th</sup> SEPT	FULL TOWN COUNCIL
12 <sup>th</sup> OCT	FINANCE AND POLICY COMMITTEE
26 <sup>th</sup> OCT	FULL TOWN COUNCIL
30 <sup>th</sup> NOV	FULL TOWN COUNCIL
21 <sup>st</sup> DEC	FULL TOWN COUNCIL

### **2024**

11 <sup>th</sup> JAN	FINANCE AND POLICY COMMITTEE
15 <sup>th</sup> JAN	FOOTPATH FORUM
25 <sup>th</sup> JAN	FULL TOWN COUNCIL
29 <sup>th</sup> FEB	FULL TOWN COUNCIL
28 <sup>th</sup> MARCH	FULL TOWN COUNCIL
9 <sup>th</sup> APRIL	FOOTPATH FORUM
25 <sup>th</sup> APRIL	FULL TOWN COUNCIL
9 <sup>th</sup> MAY	ANNUAL MEETING

### **OTHER COMMITTEE MEETINGS**

PLANNING COMMITTEE	DATES TO BE DECIDED WHEN REQUIRED
BUILDING AND RECREATIONS COMMITTEE	DATES TO BE DECIDED WHEN REQUIRED
5 YEAR PLAN COMMITTEE	DATES TO BE DECIDED WHEN REQUIRED
WORKING GROUP	DATES TO BE DECIDED WHEN REQUIRED

## Your Town Councillors

### West Ward

#### Councillor Gwyn John



<b>Councillors Details</b>	<p>Councillor Gwyn John Ashgrove House High Street Llantwit Major CF61 1SS</p> <p>01446 793669 <a href="mailto:Cllr.GJohn@llantwitmajortowncouncil.gov.uk">Cllr.GJohn@llantwitmajortowncouncil.gov.uk</a></p>
<b>Committee Member</b>	<p>Finance and Policy Committee Recreation &amp; Buildings Committee</p>
<b>Why I became a Councillor? / What have I achieved?</b>	<p>I became a Councillor all those years ago to represent the people of our Town and to work hard in their interests, nothing has changed I have Llantwit Major running through my blood like a stick of rock and whilst the electorate want me I will continue to work for them.</p> <p>Over the past 12 months I have set my target for a new Health Centre Hub for the Town sited on Eagleswell Road, it was my idea and Llantwit First Independents supported me in collecting a petition of 3500+ signatures towards my campaign.</p>

#### Councillor David Powell (Town Mayor)



<b>Councillors Details</b>	Purlon Farm Wick Road Llantwit Major CF61 1YU  01446 792527 <a href="mailto:Clr.DPowell@llantwitmajortowncouncil.gov.uk">Clr.DPowell@llantwitmajortowncouncil.gov.uk</a>
<b>Committee Member</b>	Finance and Policy Committee Recreation and Buildings Committee (Chair) Footpath Forum (Chair) 5 Year Plan Committee Working Group Planning Committee (Deputy Chair) School Garden Citizen Awards Panel Remembrance Day Committee Christmas Light Committee Friends of Glamorgan Heritage Coast Allotment Sub Committee Bowls Club Sub Committee Tennis Club Sub Committee
<b>Why I became a Councillor? / What have I achieved?</b>	<p>The reason that I wanted to become a Town Councillor is that I have seen many changes in Llantwit Major in my lifetime and I was keen to ensure that Llantwit Major remained a place where people enjoy living and working. I have always been immensely proud of our historic town and local rural area. I felt that the town needed to be preserved and maintained for future generations and as a councillor something I could help to achieve. Being involved on the footpath committee ensuring our rural rights of way are maintained and, on the planning committee working to keep a balance between maintaining the character town, its rural surroundings and its growth have help to ensure that some of this has been achieved. Being elected Mayor has been an immense honour for me and given me the opportunity to invest my time on the council in helping the Town and its future.</p>

## **South East Ward**

### **Councillor John Lewis**



<b>Councillors Details</b>	7 Samson Street Llantwit Major CF61 2SH
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	01446 792948 <a href="mailto:Cllr.JLewis@llantwitmajortowncouncil.gov.uk">Cllr.JLewis@llantwitmajortowncouncil.gov.uk</a>
<b>Committee Member</b>	Finance and Policy Committee Recreation and Buildings Committee Ysgol Dewi Sant Infant School (Governor)
<b>Why I became a Councillor? / What have I achieved?</b>	I have lived in and around Llantwit Major for over 40 years. In that time I have been involved with youth football and the annual 10k race, both of which were helped peripherally by the town Council. It seemed like the right thing to do to stand for election and put something back into the community.

## Councillor Gerwyn Thomas



<b>Councillors Details</b>	71 Illtyd Avenue Llantwit Major CF61 1TH 01446 792007 <a href="mailto:Cllr.GThomas@llantwitmajortowncouncil.gov.uk">Cllr.GThomas@llantwitmajortowncouncil.gov.uk</a>
<b>Committee Member</b>	Finance and Policy Committee Recreation and Buildings Committee Footpath Forum Town Hall Working Group School Gardens 5 Year Plan Committee Remembrance Day Committee Vale of Glamorgan Community Liaison Committee Pubwatch Christmas Light Committee
<b>Why I became a Councillor? / What have I achieved?</b>	The reason I became a councillor was to give a little back to the town following my retirement in 2016. My aspirations are not personal but are guided by what is necessary for the betterment of LM. My achievements, also, are not individual ones, but in being an active part of an effective team, working on behalf of residents.

## Councillor Graham Morgan



<b>Councillors Details</b>	19 Waterfall Mews Ham Manor Park Llantwit Major CF61 1BA  079 832 126 38 <a href="mailto:Cllr.GMorgan@llantwitmajortowncouncil.gov.uk">Cllr.GMorgan@llantwitmajortowncouncil.gov.uk</a>
<b>Committee Member</b>	Finance and Policy Committee Recreation and Buildings Committee Footpath Forum Planning Committee 5 Year Plan Committee Bowls Club Sub Committee Tennis Club Sub Committee
<b>Why I became a Councillor? / What have I achieved?</b>	<p>During my tenure as Landlord of the Old White Hart, Llantwit Major 1st Independents held their monthly meetings there. I soon became aware of their policies and objectives with respect to their role in Llantwit Major and the Town Council in particular. I was particularly interested in the fact they were not influenced in any way by the policies of the mainstream political parties. An invitation by Cllr Gwyn John followed to become part of an organisation that puts the Voice of the People of Llantwit Major above all other issues. To this end I offered myself as a potential candidate for the role Town Councillor South East Ward</p>

## Boverton Ward

### Councillor John Deakin



<b>Councillors Details</b>	9 Voss Park Close Llantwit Major CF61 1YF  01446 793773 <a href="mailto:Cllr.JDeakin@llantwitmajortowncouncil.gov.uk">Cllr.JDeakin@llantwitmajortowncouncil.gov.uk</a>
<b>Committee Member</b>	Finance and Policy Committee Recreation and Buildings Committee Planning Committee Town Hall Working Group Remembrance Day Committee Llanilltyd Fawr in Flower
<b>Why I became a Councillor? / What have I achieved?</b>	I have been fortunate enough to live in Llantwit Major since 1983 and have always found the majority of people to be both friendly and mutually supportive of one another. Since I retired, I have endeavoured to become more involved with Community Activities and saw seeking election to the Town Council as an opportunity to contribute to the well-being of people of all ages. We are exceedingly lucky to have access to the wonderful coast and countryside adjacent to our Town, and everything should be done to protect this legacy for future generations, which could be under threat from what I consider to be inappropriate development. I am also keen to see improvements in the town's infrastructure, particularly roads and pavements, which most people would consider to be in an unacceptable condition.

## Councillor Mrs Sally Hanks



<b>Councillors Details</b>	Greenmeadow Mill Road Llantwit Major CF61 1UH 01446 796803 <a href="mailto:Cllr.SHanks@llantwitmajortowncouncil.gov.uk">Cllr.SHanks@llantwitmajortowncouncil.gov.uk</a>
<b>Committee Member</b>	Finance and Policy Committee Recreation and Buildings Committee Town Hall Working Group Five Year Plan Llantwit Major Chamber of Trade Ysgol Ddraig Junior School (Governor)

<p><b>Why I became a Councillor? / What have I achieved?</b></p>	<p>Back in 2011 I personally became involved in a planning matter and was disgruntled with the way it was being handled. I spoke to Councillor Gwyn John who was a Town Councillor and a County Councillor, and after a few chats he suggested I stand as a Town Councillor. I was duly elected in May 2012 and have never looked back. I have always loved Llantwit Major and felt I had a good understanding and knowledge of the area. In 2016 I was elected as Mayor of Llantwit, and was very proud and privileged to do so. I enjoyed being a Town Councillor so much that in 2017 I was elected to represent Llantwit as a County Councillor. I feel we have achieved much for Llantwit Major and Boverton over the years, and aspire to achieve much more.</p>
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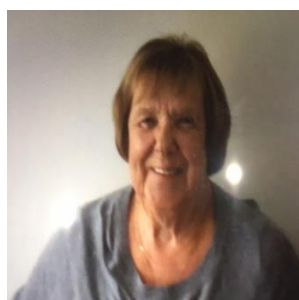
## Councillor William Norman



<p><b>Councillors Details</b></p>	<p>Adenwi Eagleswell Road Llantwit Major CF61 1UF</p> <p>01446 793545 <a href="mailto:Cllr.WNorman@llantwitmajortowncouncil.gov.uk">Cllr.WNorman@llantwitmajortowncouncil.gov.uk</a></p>
<p><b>Committee Member</b></p>	<p>Finance and Policy Committee Recreation and Buildings Committee Footpath Forum Vale of Glamorgan Council Community Liaison Committee Friends of Glamorgan Heritage Coast</p>
<p><b>Why I became a Councillor? / What have I achieved?</b></p>	<p>The reason I became a Councillor is, " as an old Llantonian family of six generations , I love our Town and wanted to give something back to it".</p> <p>Furthermore, I have a great deal of knowledge on local history of the Town, experience in Safety and Civil Engineering and would like to use this to its best advantages for the betterment of our Town. It is a lot more work than I anticipated but I feel it is rewarding and worthwhile.</p> <p>I am a practical person and have a common sense approach to some of the issues we discuss. The more Senior Councillors have been very good with me and pass on constructive comments and feedback whilst I have been in this role. The Town hall staff are also excellent in providing support and direction whilst carrying out my duties. As for achievements, it is personally rewarding</p>

	<p>when you feel from your input that a positive result with the best direction for Llantwit Major is achieved.</p> <p>Thank you all for your support thus far, I hope we all continue to work together to bring the very best for our historic and lovely Llantwit Major Town, to preserve and enhance it and give it the success it richly deserves in the Vale of Glamorgan</p>
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## Councillor Mrs Gill Hughes



<p><b>Councillors Details</b></p>	<p>12 Voss Park Drive Llantwit Major Cf61 1YD</p> <p>07978 707058 <a href="mailto:Clr.GHughes@llantwitmajortowncouncil.gov.uk">Clr.GHughes@llantwitmajortowncouncil.gov.uk</a></p>
<p><b>Committee Member</b></p>	<p>Finance and Policy Committee Recreation and Buildings Committee Planning Committee Allotment Sub Committee (Chair) Remembrance Day Committee Llantwit Major Chamber of Trade Town Twinning Association Charities</p>
<p><b>Why I became a Councillor? / What have I achieved?</b></p>	<p>As soon as we moved into Llantwit Major I fell in love with the town.</p> <p>The coastal position and friendly people made me want to contribute to the town in some way.</p> <p>I brought experience of being on several committees both in my professional life as a pharmacist and in my social life I was heavily involved in bowls. I was the Secretary of Welsh Women's Bowling association for 10 years.</p> <p>I am involved with fund raising in St Illtud's church and as a result have helped organise the Easter trail for the children and also the production of a calendar which raised considerable funds.</p> <p>I am involved in several committees like the planning committee and am chairman of the allotment committee and with the committee been responsible for widening the entrance thus making it safer for pedestrians.</p>



## North Ward

### Councillor Dr Peter Dickson



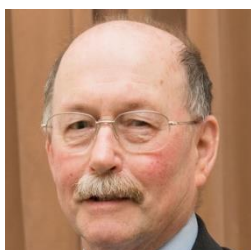
<b>Councillors Details</b>	Fairfield Cowbridge Road Llantwit Major CF61 2YS  01446 790393  <a href="mailto:Clr.PDickson@llantwitmajortowncouncil.gov.uk">Clr.PDickson@llantwitmajortowncouncil.gov.uk</a>
<b>Committee Member</b>	Finance and Policy Committee Recreation and Buildings Committee Five Year Plan Committee Planning Committee (Chair) Remembrance Day Committee Allotment Sub Committee Friends of Glamorgan Heritage Coast Health and Social Care Committee
<b>Why I became a Councillor? / What have I achieved?</b>	<p>I became a Councillor to try and use my life experience as both a GP and senior adviser in the Health Service to help the people of Llantwit Major, a town in which my wife and I are very pleased to be part of.</p> <p>I have tried to listen to the concerns of residents and by working with the supportive Town Hall team, fellow Town Councillors and also Vale of Glamorgan Councillors, deal with issues to the best of my ability.</p> <p>The past year has continued to be difficult because of the ongoing pandemic. However, I have contributed to Council meetings and sub-committees and also chaired the Planning sub-committee through 2021-22. This has involved establishing what I believe is a working relationship with the Vale Planning Officers so that they do attempt to listen to our concerns, even though our opinions may vary!</p> <p>I hope that, given my background, I will be able to work towards improving the health and social care facilities for the people of Llantwit Major</p>

## Councillor Mrs Jayne Norman



<b>Councillors Details</b>	28 Dyfrig Court Llantwit Major CF61 2GA 01446 796039 <a href="mailto:Cllr.JNorman@llantwitmajortowncouncil.gov.uk">Cllr.JNorman@llantwitmajortowncouncil.gov.uk</a>
<b>Committee Member</b>	Finance and Policy Committee Recreation and Buildings Committee Remembrance Day Committee Llanilltyd Fawr in Flower
<b>Why I became a Councillor? / What have I achieved?</b>	<p>I became a councillor as I felt that rather than complain that 'Someone ought to do something about that!', I should stand up and try and do something myself.</p> <p>I feel that with the help of my fellow councillors we have managed to achieve many success within the Town, but on a personal level, I am proud to have been both the Mayor of Llantwit Major (2017-18) , and of the Vale of Glamorgan (2020-2022), and, as a member of the Learning &amp; Culture Scrutiny Committee on the Vale Council, I was instrumental in the introduction of the Period Poverty campaign in the County, ensuring that every girl in the Vale has access to hygiene products when needed.</p> <p>This is a topic I feel very strongly about, and was delighted to see the Vale Council and the local schools embrace the idea and follow it through.</p>

## Councillor Dr P David Ellis



<b>Councillors Details</b>	Willastones 13 Heol Pentre'r Felin Llantwit Major CF61 2XS
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	01446 796517 <a href="mailto:Cllr.DEllis@llantwitmajortowncouncil.gov.uk">Cllr.DEllis@llantwitmajortowncouncil.gov.uk</a>
<b>Committee Member</b>	Finance and Policy Committee Recreation and Buildings Committee Town Hall Working Group Charities Fairtrade Committee Town Twinning Association
<b>Why I became a Councillor? / What have I achieved?</b>	I became a Town Councillor because I wished to play a role in promoting and developing Llantwit Major as an ideal place to live, especially with its unique history, coastal location and wide range of organisations and facilities, My vision is that of a caring and friendly community in which people feel safe and enjoy a good quality of life, whatever their age. Over the last five years I have succeeded particularly in establishing improved provision and facilities for older people and those with disabilities, creating a greener and more sustainable environment, reducing food poverty and promoting Llantwit Major as a Fairtrade town. I am actively involved in campaigning for a new Health Centre.

## Councillor Mr Eddie Williams



<b>Councillors Details</b>	3 Grange Gardens Llantwit Major CF61 2XB  01446 793021 <a href="mailto:Cllr.EWilliams@llantwitmajortowncouncil.gov.uk">Cllr.EWilliams@llantwitmajortowncouncil.gov.uk</a>
<b>Committee Member</b>	Finance and Policy Committee Recreation and Buildings Committee Public Service Board
<b>Why I became a Councillor? / What have I achieved?</b>	I wanted to contribute to the Town in which I've settled and brought up my family. I've seen many changes and want to continue to shape how it develops for the future. Since 2008, I've continued to serve the Town and surrounding area, taking into consideration all range of views and perspectives to bring about a safe and great place to live.

## Councillor Mr David Foster



<b>Councillors Details</b>	17 Llanmaes Road Llantwit Major CF61 2XD 01146 792179 <a href="mailto:Cllr.DFoster@llantwitmajortowncouncil.gov.uk">Cllr.DFoster@llantwitmajortowncouncil.gov.uk</a>
<b>Committee Member</b>	Finance and Policy Committee – Chair Recreation and Buildings Committee Planning Committee Town Hall Working Group – Chair 5 Year Plan Committee – Chair Allotment Sub Committee Bowls Club Sub Committee Tennis Club Sub Committee St Illtyds Primary School (Governor)
<b>Why I became a Councillor? / What have I achieved?</b>	After working in local government for over 30 years I thought my experience might be of help. The success of the Town Council is down to the Town Clerk and her staff. I hope I have been able to make a contribution to the work of the Council and provide a link between the staff and the Council.

## Meet Your Staff

### Mrs Ruth Quinn – Town Clerk/Responsible Financial Officer

Based at the Town Council offices, Town Hall, works 37 hours a week.

#### **Job Purpose:**

- Undertake the duties of the Proper Officer and Responsible Financial Officer of Llantwit Major Town Council and act in accordance with the statutory duty to carry out all the functions, and, in particular, to serve or issue all notifications required by law of a local authority's Proper Officer
- Take full responsibility for ensuring that the instructions of the Town Council in connection with its function as a Local Authority are carried out.

- Advise the Town Council on Standing Orders and policies to be followed, in respect of the Authority's activities and, in particular, to produce all the information required for making effective decisions.
- Be accountable to Llantwit Major Town Council, for effective management of all its resources.
- To ensure an effective organisational structure is developed and implemented to meet the needs of the town council whilst balancing the need for financial efficiencies.
- Overall responsibility for all the financial records of the Council and administration of its finances
- Overall responsibility for ensuring compliance with current Health and Safety regulations.

Overall responsibility for Cemetery Management and ensuring the council meets the statutory requirements for the safe custody of all documents, deeds, records and burial registers.

### **1. General Duties**

- Develop proposals for the long-term strategic vision for Llantwit Major, taking into account developments in local government policy.
- Prepare, in consultation with appropriate members, agendas for meetings of the Town Council and its committees, attend such meetings and prepare minutes for approval.
- Manage, monitor and control Town Council facilities, service agreements and any partnerships entered into by them.
- Act as Council's lead officer for future major projects.
- Liaise and represent the council with the public, other public bodies and organisations including attending meetings with key stakeholders and positively promoting the council within the local community.
- Identify relevant sector-related information and distribute to Councillors.
- Receive and deal appropriately with correspondence and documents on behalf of the Council.
- Study reports and other data on matters relating to the business of the Council and discuss matters with specialists where required.
- Draw up, both on their own initiative and as a result of suggestions by Councillors, proposals for consideration by the Council and advise on feasibility, practicability and likely impact/effects of specific courses of action.
- Prepare, in consultation with the Chairman, press releases about the activities of or decisions of the Council.
- Attend relevant training courses to maintain continuous professional development.
- Act as a representative of the Town Council at meetings as required.

### **2. People Management**

- Have overall responsibility for the work of LMTC staff ensuring that all requirements of employment legislation are adhered to and to be responsible for all aspects of the management and employment of staff.
- Undertake direct line management of specified staff members in keeping with the policies of the Town Council.
- Undertake all necessary activities in connection with the management of salaries and conditions of employment.

### **3. Financial / Physical Resources**

- Act as Responsible Financial Officer for the Council in respect of expenditure, income and fixed assets.
- Overall responsibility for the preparation of the annual budget including precept, and the submission of annual accounts in accordance with financial regulations.
- Have delegated responsibility for expenditure in emergency situations up to a designated amount.
- Take responsibility for annual monitoring and balancing of the Council's accounts and preparation of records for audit purposes and VAT, and ensuring these provide value for money.

### **4. Policy**

- Ensure that legal, statutory and other provisions governing or affecting the running of the Council are observed and ensure that Council members have an up to date understanding of their statutory and other responsibilities.

### **Mrs Dawn Howles – Deputy Town Clerk**

Based at the Town Council offices, Town Hall, works 30 hours a week.

The Deputy Town Clerk will deputise for the Town Clerk and carry out the statutory and delegated functions of the Town Clerk in his/her absence due to annual leave or sickness.

1. Ensure that statutory and other provisions governing or affecting the running of the Council are observed.
2. Support the Town Clerk in ensuring that the Council's obligations for Health and Safety Regulations are properly met.

3. Prepare, in consultation with members, agendas for meetings of the Council and Committees. To attend such meetings and prepare minutes for approval, other than where such duties have been delegated to another officer.
4. In the absence of the Town Clerk cover their absence at the office, work with the Chairmen of other Committees to establish agendas, attend and subsequently minute Council and committee meetings.
5. Have responsibility for supporting the work of the Planning Committee.
6. Have responsibility for the Town Study Steering Group and act as the officer responsible for incoming queries and reports.
7. Support the Clerk in the delivery of assets to the Town Council.
8. Support the Clerk in maintaining and monitoring all systems and records relating to the Council's management of assets, including buildings, public open spaces and public realm.
9. Act as the officer responsible for collating requests for allotments and leading on the introduction and development of allotment provision (including tenant liaison).
10. Act as the officer responsible for developing and updating the website with Council information, agendas, minutes and news items.
11. Support the Clerk in the procurement of goods and services for the Council.
12. Support the Clerk to ensure the timely and effective management of the Council's ongoing supply contracts renewals.
13. Identify funding sources to support the on-going work of the Town Council, including community development work, as appropriate and to prepare funding applications for submission.
14. Receive correspondence and documents on behalf of the Council and to deal with the correspondence or documents or bring such items to the attention of the Council. To issue correspondence as a result of instructions or the known policy of the Council.
15. Study reports and other data on activities of the Council and on matters bearing on those activities. Where appropriate, to discuss such matters with administrators and specialists in particular fields and to produce reports for circulation and discussion by the Council.
16. Draw up on his/her own initiative and as a result of suggestions by Councillors, proposals for consideration by the Council and to advise on the practicability and likely effects of specific courses of action.
17. In the absence of the Clerk to supervise staff members and manage the day-to-day running of the Council offices.
18. Act as the representative of the Council where required.
19. Prepare in consultation with the Chairman and other Councillors as appropriate, press releases about the activities or decisions of the Council.
20. Prepare newsletters, posters and advertisements pertaining to Council business.
21. Assist in the organisation of Town Council events.

22. Attend training courses or seminars on the work and role of the Clerk and Council as required 26. Participate in the annual appraisal scheme.

23. Continue to acquire the necessary professional knowledge required for the efficient management of the affairs of the Council; membership of The Society of Local Council Clerks is suggested.

24. Undertake any other reasonable tasks as directed by the Town Clerk.

### **Mrs Louise Taylor – Community Engagement Administrative**

Based at the Town Council offices, Town Hall, works 30 hours a week.

- To provide managerial and administrative support to the Town Clerk and Deputy Town Clerk.
- To assist in the process of developing service delivery and improvement plans for the Council's services and activities.
- To assist with charity functions and events for the Town Mayor, including attendance and designing of posters and tickets.
- To be first point of contact for the Town Council office, including answering of phone and assisting visitors to the office.
- Provide a link whilst engaging community groups, businesses, individuals, public agencies and other community partners with campaigns and projects.
- To work with Councillors and outside interested parties to move forward with green/environmental projects.
- Areas of work will include creating interesting and engaging activities and events around reducing and recycling waste.
- Oversee the publication of relevant Council information that promotes the town and the council's activities.
- Market the Town Council, providing press releases relating to positive news stories and engaging in public relations opportunities representing the Town Council.
- Managing the development of the Council's communication strategy (digital and printed) including newsletters, website and social media.
- Regular updates about the Town Council activities on social media – across all platforms. Ensure Town Council website is kept up to date.



- Attend external meetings and gatherings on behalf of Town Council and reporting back to Councillors in both written and verbal context.
- Such other duties and responsibilities commensurate with the grade and in accordance with the general character of the job as may reasonably be required by the Town Council from time to time.

**Note: Louise Taylor left the Town Council on the 31/10/ 2023**

**Mrs Janine Flanigan – Administrative Assistant (joined the Town Council on 12/3/2024)**

- Based at the Town Council offices, Town Hall, works 30 hours a week.
- To provide administrative support to the Town Clerk and Deputy Town Clerk (as listed on attachment).
- To assist in the process of developing service delivery and improvement plans for the Council's services and activities.
- To administer all paperwork associated with the Footpath Forum, including the preparation of agendas, reports and to take action as appropriate as a result of such meetings.
- To maintain the Town Mayor's Diary and liaise directly with the Town Mayor regarding functions and duties.
- Oversee the booking diaries for all Council owned premises.
- To cover front office.
- Attend and support evening and weekend events as required.
- Such other duties and responsibilities commensurate with the grade and in accordance with the general character of the job as may reasonably be required by the Town Council from time to time.

**Mr Raymond Duncan – Gardener/Handyman**

Based at the Recreation Ground, works 37 hours a week.

To maintain high standards of maintenance of Council assets within the town.

**Main duties/responsibilities**

Mowing and strimming of two parks and an Allotment site.

- General maintenance in Parks, including benches & play equipment.
- To provide flower displays at various points around the town, including around the Cenotaph and the Town Hall building.
- General maintenance and upkeep of all Town Council Buildings.
- Internal decorating (painting).
- External cleaning and tidying/weeding, litter picking around Council buildings, car parks, parks, cemetery, West Streel pond and allotment site.
- Awareness and implementation of health and safety responsibilities as an employee.

- Fulfil necessary administrative tasks associated with the responsibilities of the post  
e.g., Time sheets, maintenance fault log reporting, consumables ordering, legionnaire testing.
- Being courteous and friendly to members of the public as the 'face' of the Town Council.
- Take a flexible approach in order to meet the Council's requirements.
- To maintain/ upkeep of tools / ride on mower / town council van to undertake the role.
- Undertake other duties that may be required from time to time within the general scope of the post.

**Mrs L Heffernan – Cleaner/caretaker, Town Hall**

Based at Town Hall & Old School, works 16 hours a week.

Duties will include;

To follow timetable for cleaning up to four council buildings dependent upon usage and requirements.

- Responsibilities to include cleaning, washing, sweeping, vacuum cleaning, emptying of litter bins, polishing and dusting including toilets, and washbasins, and fixture and fittings, using where appropriate powered equipment, and cleaning materials. Clean windows/glass surfaces. Clean light fittings/shades.
- Ensuring that washroom facilities/toilet areas are regularly inspected to maintain a high standard of cleanliness and that they are maintained with an adequate supply of soap, toilet rolls etc.
- Ensuring sufficient stocks of essential janitorial materials are maintained e.g., soap, paper towels, toilet rolls, light bulbs etc.
- Convey waste produce to the appropriate central refuse area as required. undertake the sorting of rubbish in compliance with the town council's recycling policy.
- Undertake internal and external training as specified by the Town Clerk or the Council.
- Any other duties as reasonable requested by the Clerk or Council.

# **Town Council Training Policy / Plan**

## **Llantwit Major Town Council**

### **TRAINING POLICY AND STATEMENT OF INTENT FOR COUNCILLORS AND EMPLOYEES**

#### **1. OBJECTIVE**

The Town Council consists of elected Councillors and employs members of staff. The Town Council firmly believes that to be successful in delivering services to the public is to be properly trained to carry out our respective roles. The Town Council is committed in supporting Councillors and Employees through its training and development programme.

#### **2. HOW DO WE IDENTIFY TRAINING NEEDS?**

Through:

- Individual Training Programmes specific to the various roles (see employees' training Programme). Identifying further personal training needs of employees through the Staff Review and Development Programme. A record of training will be kept centrally and in personnel files.
- Councillor and Employee Induction programmes.
- Assessment of Training needs of Committee members (see Councillors' Training Programme).
- Regular review of new Government legislation and guidelines which will require training to meet changes.
- The Town Clerk to follow the Continuing Professional Development programme recommended by the Society of Local Council Clerks.
- Recommendations on Councillors training courses and conferences offered through the National Association of Local Councils.

#### **3. HOW IS TRAINING FUNDED?**

Each year prior to budget setting the Town Clerk and Councillors will complete a training needs analysis to identify training needs for the following financial year and make recommendations to the Council for budget required to fulfil the council's commitment to training and development of its staff and councillors. Continuing Membership of SLCC will provide further opportunities for reduced training costs.

#### **4. OUR INVOLVEMENT IN THE TRAINING STATEMENT OF INTENT**

Continued learning and development will ensure the Town Council remains an effective organisation. Officers and Councillors will be encouraged to think about the skills they need to do the job and make them known, staff will advise their line managers/ the Town Clerk. In addition, any essential training required for some post holders will be set out in an Employee Training Programme and or continuing professional development programme where appropriate.

## 5. WHAT WE CAN EXPECT FROM THE TRAINING PROGRAMMES

- To receive an Employee or Councillor induction to the post.
- To have an identified and accessible Line Manager..
- To receive regular supervision
- To be made aware of appropriate training and development opportunities.
- To be encouraged to consider and identify your own developmental needs considering any specified skills for our posts and through supervision and discussions.
- To discuss Personal development during the review with your Line Manager/Supervisor.
- To have a record of any development/training undertaken.
- To have access to relevant learning materials and reference books at the Town Council.
- To take responsibility ourselves to maintain and improve our knowledge and skills.
- 

## 6. TRAINING PROGRAMME FOR EMPLOYEES

Town Clerk Induction, to include H&S, Risk Assessments, Mental Health Awareness for Managers, Stress Awareness for Managers, IOSH Managing Safely, Staff Handbook, Council Policies, ILCA/CiLCA, Community Governance, SLCC CPD programme any relevant management training.

Office Based Staff	Frequency
New Starter Checklist	Upon joining the Council
Induction training to establish any further training needs in order that the employee may effectively use the office systems software.	Upon joining the Council & Annually
ILCA – provided through SLCC £120 + VAT.	Option for new starters
Online training for Health and Safety to include individual responsibilities for health and safety, COSHH, Display Screen Equipment, Fire Precautions, Working at Height, Manual Handling, Lone Working, Well-being at Work, Emergency Procedures, a review of items in the Employees Handbook and Site-Specific Training.	Every two years
First Aid Training	Every three years
Staff Review and Development Schemes to highlight any further personal development and or training.	Annually

<p><b>Handyman</b></p> <p>First Aid Training</p> <p>Online training for Health &amp; Safety provided by Ellis Whitman to include:  Asbestos Awareness  Environmental Awareness  Fire Safety  Risk assessments  Provisions and Use of equipment  Safe working practices  COSHH Awareness  Working at Height  Work Equipment Awareness  Slips, Trips &amp; Falls Awareness  Risk Assessment Awareness  Noise Awareness  Lone Working Awareness  Legionella Awareness</p> <p>Basic Tree Survey &amp; Inspection</p>	<p>Every 3 Years</p>
<p><b>Councillors</b></p> <p>Initial induction meeting prior to Annual Meeting to be conducted by Town Clerk – to also receive an information pack containing information about the Council, facilities run by the Town Council, the Council Standing Orders and Financial Regulations, important policies and procedures, powers and duties, Good Councillors Guide, OVW a Guide to being a Councillor and the Town Councils Members' Handbook.</p> <p>Code of Conduct – provided by Vale of Glamorgan Council FOC</p> <p>Planning Aid Wales – For members of the Planning Committee</p> <p>Finance Training</p> <p>Recommended:  Budget Planning &amp; Precept Setting  The role of internal Audit  Risk Management  Introduction to VAT for local Councils</p>	<p>Newly elected Councillors</p> <p>All Councillors (even if previously attended)</p> <p>Members of the Planning Committee</p>

## **Town Council Assets**

### **Recreation Ground**

Boverton Road, Llantwit Major – 9.63 Acres

- Two Play Areas
- Three Rugby Pitches
- Open Space with seat and trees
- Tennis Courts
- One Bowling Green
- Two Pavilions

### **Seaview Park**

Colhugh Street, Llantwit Major – 4.64 Acres

Open Space

### **Lorna Hughes Park – 0.78 Acre**

Open Space landscaped to provide a small park

### **Cenotaph and Steps**

Church Street, Llantwit Major

Base of War Memorials Grade II Listed

### **West Street Pool**

West End Town, Llantwit Major

Ornamental Pond

### **Allotments**

Llanmaes Road, Llantwit Major – 2.5 Acres

Currently 96 allotment Plots

### **Cemetery**

Boverton Road, Llantwit Major -12.64 Acres

(Stillbirth and Children's Memorial Garden  
with Burial Space)

### **Old School**

Wine Street, Llantwit Major Community Building

### **Grade II Listed Building**

- Classrooms available for hire for community and recreational purposes
- Permanent facilities provided:
- Council Chamber, Nursery/Playgroup
- Council Chamber is licenced as a venue for civic weddings

### **Llantonian Hall (Old Pensioners Centre)**

Off Boverton Road, Llantwit Major

- Available for hire for community and recreational purposes.
- Public Entertainment Licence in Operation.

### **Town Hall**

Church Street, Llantwit Major – Grade II Listed Building

- Main Hall and rooms available for hire for community and recreational purposes.
- Public Entertainment Licence in Operation: 150-dancing/close seating, 75 with tables and chairs.
- Heritage Centre available for classes and meeting for up to 15 persons.

### **Stradling Park**

Off Stradling Place, Llantwit Major, CF61 1TJ

Open Space (to be developed 2023 onwards into a community area incorporating wellbeing and environmental projects)

## Annual Audit for 2022/2023

### Community and Town Councils in Wales Annual Return for the Year Ended 31 March 2023

#### Accounting statements 2022-23 for:

Name of body: LLANTWIT MAJOR TOWN COUNCIL

	Year ending		Notes and guidance for compliers
	31 March 2022 (£)	31 March 2023 (£)	
<b>Statement of income and expenditure/receipts and payments</b>			
1. Balances brought forward	308524	316917	Total balances and reserves at the beginning of the year as recorded in the financial records. Must agree to line 7 of the previous year.
2. (+) Income from local taxation/levy	253791	255566	Total amount of income received/receivable in the year from local taxation (precept) or levy/contribution from principal bodies.
3. (+) Total other receipts	71200	74924	Total income or receipts recorded in the cashbook minus amounts included in line 2. Includes support, discretionary and revenue grants.
4. (-) Staff costs	139873	172993	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, taxable allowances, PAYE and NI (employees and employers), pension contributions and termination costs. Exclude reimbursement of out-of-pocket expenses.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on external borrowing (if any).
6. (-) Total other payments	176726	197648	Total expenditure or payments as recorded in the cashbook minus staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	316917	276766	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
<b>Statement of balances</b>			
8. (+) Debtors	4712	5759	<b>Income and expenditure accounts only:</b> Enter the value of debts owed to the body at the year-end.
9. (+) Total cash and investments	318304	277082	<b>All accounts:</b> The sum of all current and deposit bank accounts, cash holdings and investments held at 31 March. This must agree with the reconciled cashbook balance as per the bank reconciliation.
10. (-) Creditors	6099	6075	<b>Income and expenditure accounts only:</b> Enter the value of monies owed by the body (except borrowing) at the year-end.
11. (=) Balances carried forward	316917	276766	<b>Total balances should equal line 7 above:</b> Enter the total of (8+9-10).
12. Total fixed assets and long-term assets	4984164	5085899	The asset and investment register value of all fixed assets and any other long-term assets held as at 31 March.
13. Total borrowing	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).



## Annual Governance Statement

We acknowledge as the members of the Council/Board/Committee, our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the accounting statements for the year ended 31 March 2023, that:

	Agreed?		'YES' means that the Council/Board/Committee:	PG Ref	
	Yes	No*			
1. We have put in place arrangements for: <ul style="list-style-type: none"> <li>• effective financial management during the year; and</li> <li>• the preparation and approval of the accounting statements.</li> </ul>	✓		Properly sets its budget and manages its money and prepares and approves its accounting statements as prescribed by law.	6, 12	
2. We have maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption, and reviewed its effectiveness.	✓		Made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.	6, 7	
3. We have taken all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and codes of practice that could have a significant financial effect on the ability of the Council/Board/ Committee to conduct its business or on its finances.	✓		Has only done things that it has the legal power to do and has conformed to codes of practice and standards in the way it has done so.	6	
4. We have provided proper opportunity for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit (Wales) Regulations 2014.	✓		Has given all persons interested the opportunity to inspect the body's accounts as set out in the notice of audit.	6, 23	
5. We have carried out an assessment of the risks facing the Council/Board/Committee and taken appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		Considered the financial and other risks it faces in the operation of the body and has dealt with them properly.	6, 9	
6. We have maintained an adequate and effective system of internal audit of the accounting records and control systems throughout the year and have received a report from the internal auditor.	✓		Arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether these meet the needs of the body.	6, 8	
7. We have considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on the Council/Board/Committee and, where appropriate, have included them on the accounting statements.	✓		Disclosed everything it should have about its business during the year including events taking place after the year-end if relevant.	6	
8. We have taken appropriate action on all matters raised in previous reports from internal and external audit.	✓		Considered and taken appropriate action to address issues/weaknesses brought to its attention by both the internal and external auditors.	6, 8, 23	
9. Trust funds – The body acts as sole trustee for and is responsible for managing trust fund(s)/assets. We exclude transactions related to these trusts from the Accounting Statement. In our capacity as trustee, we have discharged our responsibility in relation to the accountability for the fund(s) including financial reporting and, if required, independent examination or audit.	Yes	No	N/A	Has met all of its responsibilities where it is a sole managing trustee of a local trust or trusts.	3, 6
			✓		

\* Please provide explanations to the external auditor on a separate sheet for each 'no' response given; and describe what action is being taken to address the weaknesses identified.

## Additional disclosure notes\*

The following information is provided to assist the reader to understand the accounting statement and/or the Annual Governance Statement

### 1. Expenditure under S137 Local Government Act 1972 and S2 Local Government Act 2000

Section 137(1) of the 1972 Act permits the Council to spend on activities for which it has no other specific powers if the Council considers that the expenditure is in the interests of, and will bring direct benefit to, the area or any part of it, or all or some of its inhabitants, providing that the benefit is commensurate with the expenditure. Section 137(3) also permits the Council to incur expenditure for certain charitable and other purposes. The maximum expenditure that can be incurred under both section 137(1) and (3) for the financial year 2022-23 was £8.82 per elector.

In 2022-23, the Council made payments totalling £ 2400-00 under section 137. These payments are included within 'Other payments' in the Accounting Statement.

2.

3.

\* Include here any additional disclosures the Council considers necessary to aid the reader's understanding of the accounting statement and/or the annual governance statement.

## Council/Committee approval and certification

The Council/Committee is responsible for the preparation of the accounting statements and the annual governance statement in accordance with the requirements of the Public Audit (Wales) Act 2004 (the Act) and the Accounts and Audit (Wales) Regulations 2014.

### Certification by the RFO

I certify that the accounting statements contained in this Annual Return present fairly the financial position of the Council/Board/Committee, and its income and expenditure, or properly present receipts and payments, as the case may be, for the year ended 31 March 2023.

RFO signature:



Name: RUTH QUINN

Date: 29/6/23

### Approval by the Council/Board/Committee

I confirm that these accounting statements and Annual Governance Statement were approved by the Council/Board/Committee under minute reference:

Minute ref: 234

Chair signature:



Name: Cllr DAVID POWELL

Date: 29/6/23

## Auditor General's report and audit opinion

I certify that I have completed the audit of the Annual Return for the year ended 31 March 2023 of **Llantwit Major Town Council**. My audit has been conducted on behalf of the Auditor General for Wales and in accordance with the requirements of the Public Audit (Wales) Act 2004 (the 2004 Act) and guidance issued by the Auditor General for Wales.

### Audit opinion: Unqualified

On the basis of my audit, in my opinion no matters have come to my attention to give cause for concern that, in any material respect, the information reported in this Annual Return:

- has not been prepared in accordance with proper practices;
- that relevant legislative and regulatory requirements have not been met;
- is not consistent with the Council's governance arrangements; and
- that the Council does not have proper arrangements in place to secure economy, efficiency and effectiveness in its use of resources.

### Other matters and recommendations

There are no further matters I wish to draw to the Council's attention.

 <b>Deryck Evans, Audit Manager, Audit Wales</b> For and on behalf of the Auditor General for Wales	Date 26/09/2023
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## Annual internal audit report to:

Name of body: **GLANTWILT MAJOR TOWN COUNCIL**

The Council/Board/Committee's internal audit, acting independently and on the basis of an assessment of risk, has included carrying out a selective assessment of compliance with relevant procedures and controls expected to be in operation during the financial year ending 31 March 2023.

The internal audit has been carried out in accordance with the Council/Board/Committee's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and the internal audit conclusions on whether, in all significant respects, the following control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of the Council/Board/Committee.

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
1. Appropriate books of account have been properly kept throughout the year.	✓				
2. Financial regulations have been met, payments were supported by invoices, expenditure was approved and VAT was appropriately accounted for.	✓				
3. The body assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓				
4. The annual precept/levy/resource demand requirement resulted from an adequate budgetary process, progress against the budget was regularly monitored, and reserves were appropriate.	✓				
5. Expected income was fully received, based on correct prices, properly recorded and promptly banked, and VAT was appropriately accounted for.	✓				
6. Petty cash payments were properly supported by receipts, expenditure was approved and VAT appropriately accounted for.			✓		
7. Salaries to employees and allowances to members were paid in accordance with minuted approvals, and PAYE and NI requirements were properly applied.	✓				
8. Asset and investment registers were complete, accurate, and properly maintained.	✓				

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
9. Periodic and year-end bank account reconciliations were properly carried out.	✓				
10. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments/income and expenditure), agreed with the cashbook, were supported by an adequate audit trail from underlying records, and where appropriate, debtors and creditors were properly recorded.	✓				
11. Trust funds (including charitable trusts). The Council/Board/Committee has met its responsibilities as a trustee.			✓		

For any risk areas identified by the Council/Board/Committee (list any other risk areas below or on separate sheets if needed) adequate controls existed:

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
12.					
13.					
14.					

\* If the response is 'no', please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

\*\* If the response is 'not covered', please state when the most recent internal audit work was done in this area and when it is next planned, or if coverage is not required, internal audit must explain why not.

[My detailed findings and recommendations which I draw to the attention of the Council/Board/Committee are included in my detailed report to the Council/Board/Committee dated 21/6/23.] \* Delete if no report prepared.

**Internal audit confirmation**

I/we confirm that as the Council's internal auditor, I/we have not been involved in a management or administrative role within the body (including preparation of the accounts) or as a member of the body during the financial years 2021-22 and 2022-23. I also confirm that there are no conflicts of interest surrounding my appointment.

Name of person who carried out the internal audit:	Paul Edwards
Signature of person who carried out the internal audit:	<i>Paul Edwards</i>
Date:	21 June 2023

## **Achievements for 2023/2024**

HearingLoop installed in Council Chamber, Old School.

Held a weekend Food Festival in Town Hall car park in June 2023.

Town Hall clock serviced / repaired and keeping correct time . The bell is (after a lot of technical issues) now chiming hourly.

Continue clearing and planting some trees in Stradling Park. Two grants obtained to enable from the 1<sup>st</sup> April 2024 the Community Garden Project to begin installing new fencing, a disabled friendly path and providing a separate area's within the garden (e.g., sensory area, planting area, activity area, wildlife area etc).

Clearance of West Street Pool up to Midwell to expose this historic area. Planting of additional hedgerow and trees along the borders.

Regular / casual hirers now hiring all our buildings - Booking increased dramatically over 2023/24.

Allotment site - allotment skips hired for tenants to clear unwanted metal /glass / rubbish from their plots. Potholes filled along road leading up to parking area in Allotment site.

Weddings held in Council Chamber / Receptions in Town Hall.

WiFi installed in Compass Building/ Old School and Llantonian Hall.

New Boiler installed in the Town Hall.

Supported Tennis Club in refurbishment of Tennis Pavilion.

Refurbishment of blue plaques around the town.

Continuing developing Town Council website and social media sites.

Repainting interior of Town Council buildings.

New van leased for Town Council use.

Working with community on various planning/community issues in the town throughout last year (including closure of the banks in the town / the new development on the former Eagleswell School site / A new health provision for the town, a new supermarket for the area).

Introducing recycling in the Town Council buildings.

Ongoing discussion with Vale of Glamorgan Council re future ownership of the car parks and public toilet in the town centre..

School Garden Competition

Citizen of Year Event.

Three yearly contracts negotiated for renewal of Town Council's insurance/ electrical/plumbing/grave digging/fire and alarm safety services.

Held the Mayor's Civic Service.

Hosted a Twinning event for our compatriots from Le Pouliguen.

Carols with the Councillors.

Remembrance Day parade.

Organised Pantomime for the Community.

Placemaking – Working with Vale of Glamorgan Council to adopt a placemaking plan for the town.

New flooring installed at Old School/ Compass and Llantonian Hall.

New recyclable benches and picnic tables in U10'S play park.

New lectern to be installed at West Street Pool.

Further investigations / working with Architecture on installation of Lift in Town Hall..

Promotional material created for Vale of Glamorgan Wedding brochure

New event tables for Town Hall.

New window (in keeping with listed building regulations) for Old School.

## **2024/25 Plans and Ongoing Projects**

Installation of lift in Town Hall (subject to Planning / funding availability).

New boiler Llantonian Hall.

Begin building and planting on Stradling Plant Community Garden from 1<sup>st</sup> April 2024.

Use marquees for community events / council chamber weddings. Look at hiring out the equipment to local organisations.

Continuing the Midwell / West Street Pool project – look at grants for installing a boardwalk between the two sites.

Put on further community events for town (2<sup>nd</sup> Food festival / Abba Tribute night/ D Day 80 / Remembrance Day Parade/ Pantomime.

Replace breeze block wall in Tennis Courts with mesh fencing.

Finalise plans with Vale of Glamorgan Council re ownership of the car parks and public toilet in the town centre.

## **A prosperous Llantwit Major**

### **What we did well**

- The Old School, Town Hall, Compass Building, Heritage Centre and Llantonian Hall increased regular and casual bookings throughout 2023/24 financial year.
- Long-term tenants continued their leases in the Old School, Gillybeans (Nursery School) and the History Society. The Tennis Club and Bowling Club both successfully grew and prospered from their tenancy agreements with the Town Council.
- Successfully negotiated two new long-term leaseholder agreements: Bro Radio (in the Old School), which will record their radio shows regularly from this site, and Llantwit Major Comprehensive School using the Compass Building as additional classroom for pupils.
- Permanent WIFI facility installed in Compass Building/ Old School and Llantonian Hall providing additional benefits for hirers. Hearing loop system installed in Council Chamber, thus, providing a mechanism for those with hearing difficulties to be able to participate in meetings/ functions in the Council Chamber.
- The Town Council held three weddings and two receptions in the Council Chamber and Town Hall buildings.
- Grants were successfully obtained to:
  - Undertake development of Stradling Park and Midwell via Vale Local Nature Partnership Fund/ National Lottery Heritage Fund and Cefnogi Fund.
  - Stronger Community Grants Fund for refurbishment and installation of blue plaques around the town.
- The Town Hall Office continued throughout 2023/24 to provide information / support/council and tourist information to the general public and residents of the town.
- The website is always maintained and updated in accordance with latest regulations / requirements. The online site promotes the Town Council facilities, functions and businesses.
- Provided financial support and assistance to ensure the success of the 2023 Christmas Light illuminations throughout the town.
- Worked with 'These Three Streams' festival to successfully put on a food festival and literature and music festival for the town, bringing additional business and footfall to the town.
- Worked with the Vale of Glamorgan Council to promote our wedding venues in the Vale Wedding Brochure to highlight our buildings available for hire.

### **Work more closely with local organisations**

- With the success of running placemaking sessions with local organisations, utilise this further and develop and enhance the working relationships with local organisations and the Town Council and encourage similar organisations to work together for the better of their town.



- Work with Welsh Government, Vale of Glamorgan Council and other national and local funding organisations to obtain capital and resources to improve the financial viability and footfall to the town.
- Continue to look at ways to use our Town Council facilities to provide community events for the town, to promote our town and increase the number of tourist and business opportunities for Llantwit Major.
- Offer our children better after-school/holiday activities. For example, use Stradling Park to provide projects / extra curriculum activities for children to undertake to help with the Town Council reaching their goal of providing an eco-friendly park for the area. Also offer other local organisations and demographic groups a place where they can learn new skills, improve their wellbeing and work to help the Council reach their project zero goals.

### **Facts and Figures**

- Continued to provide cost effecting hiring fees for all our local Town Council Buildings.
- Bro Radio and Llantwit Major School both took on new long-term leases in the Old School and Compass Building.
- Gillybeans continues to run a successful and oversubscribed Nursery in two rooms of the Old School Building.
- Three weddings were undertaken in the Council Chamber in 2023/24. Two reception parties were held in the Town Hall.
- A local art group now utilise the unused upstairs of the Old School twice a week for very popular community art classes.

### **What was said about us**

‘Bro Radio has been delighted to work with Llantwit Major Town Council, to secure a space for the station and our youth club in the Town for the years ahead. When we were forced to find a new premises in the Town, the Town Council acted promptly in providing options and solutions for us – helping us get the space up to standard for broadcast. We’re thrilled to be working in partnership with the Town Council, to continue to allow residents in the rural Vale of Glamorgan to access training and volunteering opportunities, right in the heart of Llantwit Major’. Bro Radio

“Working alongside the Llantwit Major Town council as we jointly develop the Arts and Food festivals in early June, has been both effective very rewarding.

Feeling that we have the Council team on side, with a shared ambition to both shine a light on the town and its creative endeavours, as well as bringing folk to destination Llantwit Major, is huge progress.

Less red tape, more red carpet. Like any relatively new ambitious offering, finances have been tight, but we are very grateful for all the help on that front, both directly, and indirectly, as well as the practical help proffered in the run up to, and in the aftermath of, the events right across the town.

Long may it continue.” Richard Arnold (For These3Streams)

## Food Festival 2023



## Stradling Park



## **A Resilient Llantwit Major**

### **What we did well**

- The Planning Committee have had a challenging year, with many applications that have been sensitive in both our wards and neighbouring areas, but they have continued to work hard to review and comment on all planning applications. They adhere to the latest Welsh Government Planning Regulation Guidelines, Vale of Glamorgan Council Local Development Plan, Conservational, Ecological and Environmental recommendations, whilst incorporating/listening to the views of Llantwit Major residents.
- The planning applications relating to TPO tagging; although not required to be reviewed by the Town Council Planning Committee, they are continually checked and monitored to ensure our town is adhering to all the environmental and conservational guidelines with reference to tree preservation. The Town Council record a log of all TPO's undertaken in the town.
- The allotment site continues to be popular and at present has 19 names waiting for an allotment plot. There are 106 plots that have allotted tenants on the Llanmaes Road allotment site.
- Continual maintenance of our listed buildings adhering to CADW guidelines.  
Work included:
  - Continue working with Architects/ Planning Officers and completing grant applications to look at installing an internal lift into the Town Hall building to provide disabled access to this venue and encourage more events to be able to be undertaken in this historic building.
  - Repainting and revarnishing doors/windows/internal walls to preserve the interior and exterior of the building whilst ensuring all relevant listed building consent is followed.
  - The Cenotaph is cleaned four times a year to preserve and maintain this historic monument.
- The Town Council continues to safeguard and maintain Boverton Cemetery, while constantly looking for new land for a cemetery with limited spaces left on the existing site.
- Grants successfully obtained to develop Stradling Park into an environmentally friendly community garden and wildlife and woodland park area.
- Continue to run/inspect and maintain two children play parks.
- Continue to clear and plant the area leading from West Street Pool to Mid Well. Further looking into the next phase of development of this project to create a boardwalk for safe access to the historic Mid Well site.
- Support the Tennis Club, Bowls Club and Rugby Club providing support and funding to develop the individual sports clubs, whilst further enhancing the Recreation Field and a Community venue for sport and social activities.
- Provide the community with affordable venue for wedding/ parties. Also provide club and organisations with regular cost-effective hiring facilities.

- Undertaking a Placemaking project (working in conjunction with the Vale of Glamorgan Council) to find out what are residents want for our town now and in the future.

### **What we think we could do better**

- Continue to work closely with outside parties and the local community to encourage sustainability.
- Continue to progress Placemaking project so our town can gain its Placemaking status, thus enabling the Town Council to continue to be able to apply for Vale of Glamorgan and Welsh Government grant opportunities.

### **Facts and Figures:**

- Our members sit on a range of community organisations, adding value to their work, strengthening community relations, and reporting back to the Council to ensure public accountability.
- Through Placemaking Councillors and Staff have addressed over 20 local organisations / clubs / schools / businesses, thus broadening the Town Council's links throughout the town and neighbouring areas.

### **What was said about us**

*“Llantwit Major Bowls Club have benefited from the continued excellent support and advice received this past year from Llantwit Major Town Council in its success in helping LMBC become the envy of all visiting clubs.*

*Long may this joint association continue”.*

*Hon Treasurer (Bowls Club)*

*“After working day in and day out for 50 years, one morning you wake up and it's all over. Retirement has finally arrived. So, what happens now? You can't just stop. Medical advice is to find an alternative interest to keep you active throughout your retirement, but what? Then one day my daughter suggested, 'Dad, what about an allotment'. Fortunately living in Llantwit Major, the Town Council affords you the opportunity to pursue this option. So I put my name down on the waiting list, and in September a year later I was allocated a plot. Not necessarily, however, the right time of year to take occupation, as all you can do is fork it over and cover it for the winter. However, during the wintertime I was able to carry out one or two minor improvements to the plot. (see below) . In these difficult times it's nice to see that our Town Council has the interest of its senior citizens health and wellbeing at heart, not*

*forgetting the younger generation of plot custodians. It also enables you to get out from under the wife's feet for a peaceful few hours every day. All I have encountered so far has been a jovial friendly atmosphere amongst the 'Allotmenters'. It's like going back to the 50's and 60's where people you've never met before are actually willing to stop and have a chat. Yes, there's indeed something to be said for the good old days.*

*So here we are a few months later, having gone through what I'm sure is going to prove to be one of the wettest Februarys and Marchs on record, it's all systems go to see if I can actually successfully grow anything. Having been born with the original brown thumb who knows? I suppose as they say, 'The proof will be in the pudding', or should that be stew?"*



**Before**



**A Work Still In Progress**

## Recreation Field



## Boverton Road Cemetery



## **A Healthier Llantwit Major**

### **What we did well**

- Successfully obtained Local Nature Partnership Grant and National Lottery Heritage Fund Grant to create a Community Garden for the town to encourage healthy living and improve wellbeing within the town.
- Opened and maintained throughout the last year two play parks on the Recreation Field. Repaired various play equipment following monthly inspections.
- Allowed local children's activity groups to run outdoor classes on Seaview Park and Lorna Hughes Park to encourage healthy living.
- Hearing loop system fully operational in Council Chamber to provide those with hearing difficulties the opportunity to attend, enjoy and participate in meetings etc.
- To continue to work and support and further develop relations with external clubs and organisations that hire/use the Recreation Field (i.e. Rugby Club / Bowls Club / Tennis Club).
- The Town Council continued to support Local Ageing Well with reduced hiring fees to support and promote activities for the elderly within our town.
- Continue to maintain and run a Defibrillator in the Red Phone Box in the Cenotaph Square and the Defibrillator located in the Precinct.
- Continue to work towards getting the footpath officially instated along part of Mill Road, Boverton.
- We run a Footpath Forum Committee and liaise with the Vale of Glamorgan Footpath Officer and neighbouring community councils to ensure the footpaths around the area are maintained and walkable at all times.
- Supported the LM10K in providing an Off Trail Community Run for the town.
- Supported the Tennis Club in the refurbishment of the Tennis Pavilion to provide an area for players and supporters to use.

### **What we think we could do better**

- Continue to work with the Vale of Glamorgan Council and other local organisations to provide and promote activities for children after school and in the school holidays.
- Ensure we continue to provide safe playground equipment in our parks and always look at improving these areas and where possible ensure inclusive usage.
- To improve communication and links with all schools/clubs etc to make them aware of the facilities the Town Council can offer to help make Llantwit Major a healthier town. Use the Placemaking project and Stradling Park Community Garden Project as tools to further these links.
- Review and find further ways to promote the Town Council facilities and achievements throughout the community. Use the Placemaking project as a mechanism to highlight our facilities and make better use of promoting our facilities and accomplishments on all our social media sites.

- Further progress on the installation of an interior lift in the Town Hall to provide better access and provide opportunities for all to attend events held in the Town Hall.
- Look at future grant opportunities to further improve the sporting facilities and open space areas in the town (e.g. applied for new fencing around Tennis Courts in February 2024 using the Stronger Community Grant Fund to replace the existing Breeze Block Wall).
- Use grants successfully obtained to get our local community actively involved in helping to create a community garden for the town.

### **Facts and Figures:**

- The Recreation Field provides four active and popular sporting clubs (Rugby/Bowls/Boxing Club and Tennis) encouraging wellbeing and healthy activities for the area.
- Everyday over 50 children play on the two outdoor play areas on the Recreation Field and many teenagers and adults make use of the adult play equipment.
- Over 60+ people attend events ran in Llantonian Hall (e.g., groups such as the Horticultural Society / History Society).
- Over 30+ elderly people regularly attend Ageing Well meetings in Llantonian Hall held on a weekly basis.
- Over 250 runners attended the LM10K Community Run.

### **What was said about us**

*“The Tennis Club would not have the wonderful facilities without the support and financial help of the Town Council over the last six years. We really appreciate the excellent working relationship we have and will continue to develop over the coming years. Thank you”*

LM Tennis Club Member

*“The LM10K Committee would not be able to run a Community Trail Run for the Town without the grant provided from the Town Council and also without the invaluable help Councillors and Staff give us on the day with marshalling the event and handing out prizes”.*

LM10K Chair



**Midwell**



**Stradling Park**





**Tennis Club**



**Recreation Field**



## **A More Equal Llantwit Major**

### **What we did well**

- The Town Council successfully awarded grants to the following local groups to provide additional funds for them to maintain and run their organisations. Grants for 2023/24 were awarded to:-
  - Llantwit Major Christmas Illuminations Committee
  - Llantwit Major Festival of Arts (Three Streams)
  - Llantwit Major 10K Committee
  - Welsh Air Ambulance
  - More in Common Llantwit Major
  - Llantwit Major Chamber Music Festival
  - Early Voices
  - Llaniltud Fawr in Flower
  - Ageing Well
- The Town Council ran a successful Remembrance Parade and Service event for the town.
- The Council continue to support many local organisations in the town that provide valuable services to the community. This includes the Christmas Light Committee, Age Connects, LM10K and Town Twining Committee.
- The Town Council are still continuing to work with the Vale of Glamorgan Council and local landowners to continue to try to re-establish the public footpath in Trebeferad.
- The Town Council have supported the Mayor's, Councillor David Powell, chosen charity (Face Up Cymru). He has raised so far £1609.00 for this charity during his term in office.
- The Town Council gives reduced rates to the History Society to ensure they have a room at the Old School to hold all their archive material and run a very popular Local History Society.
- Le Pouliguen Town Twining Group came on a trip to Llantwit Major in September 2024. The Town Mayor hosted a welcome event for them in the Town Hall. The Le Pouliguen Town Twining members were given entries in to the LM10K Race which took place whilst they were visiting.
- A successful Food and Drinks Festival was held in June 2023 in the Town Hall car park working in conjunction with the 'These Three Streams Festival'. Over 1000 people attended the Food festival on both days. Where possible, local businesses and vendors were invited to attend.
- Worked with all organisations (demographics) of the town to access what they like / dislike / want to see in the future for Llantwit Major (i.e. part of the Place Making initiative).
- Worked with Atlantic College / local schools/ Local Nature Partnership and local gardening enthusiasts at developing Stradling Park community garden .
- Provided short-term and regular hiring facilities at competitive rates for organisations that need emergency room space, due to the closure of CF61 building for an extended period.

- Old School upstairs main room has successfully been reutilised to provide art groups and media communication lessons. This has been vacant for a number of years since the relocation of the Welsh Scouts Head Office and the Co Working Group.

### **What we think we could do better**

- Continue to support inclusive play equipment when upgrading play equipment.
- Continue to work with businesses to improve the town and increase its footfall. Look at reinstating the links to the Chamber of Trade for the benefit and growth of local businesses.
- Continue to look at ways to promote our Council buildings using all social media sites/ local newspaper/ notice boards and local radio stations. Try to advertise what we do as a Town Council to all ages of the town. Use all media tools to reach all demographics of our town.

### **Facts and Figures:**

- The Town Council offers reduced rates on all its facilities for those using them to raise funds for charitable organisations or those holding weekly/monthly event classes for those which help residents.
- Nine Grants were handed out to local organisations.

### **What was said about us**

*"I would also like to thank Llantwit Major Town Council for their continued support and encouragement with the Boverton and Llantwit Major Christmas Lights. Over the last 5 Christmases, our Towns Christmas Lights Switch On and Lantern Parade has grown to a well-attended event. Your grant helps us enormously, combined with your enthusiasm and assistance has proven that working together has made Llantwit Major a Town to visit at Christmas time".*

Toni Marley

*'We are pleased to be working with LMTC on their biodiversity projects - Stradling Park and Mid Well. So far we have helped create an orchard in Stradling Park of 11 Rare Welsh heritage apple trees and will shortly be installing an orchard interpretation panel.*

*We have helped fund items for the new Stradling Park community garden, providing native plants, planters and to excavate the ground ready for planting. In the Mid Well site we have paid for clearance work to make this area more accessible and planted hedgerows along the bank of the stream.*

*We are looking forward to sharing our 'Nature Recovery Action Plan' with the Town Council, and to continue working with them increase biodiversity in the Vale."* Local Nature Partnership

*“Mis Chwefror eleni, heb lawer o rybudd, bu rhaid i Ddysgu Cymraeg y Fro ffeindio ystafelloedd newydd ar gyfer eu cyrsiau Cymraeg yn Llanilltud Fawr (oherwydd gwaith atgyweiro). Cynigodd Cyngor Tref Llanilltud Mawr ddewis o ystafelloedd i ni yn syth ac o’r dechrau bu’r staff yn gymwynasgar, profesiynol ac fe wnaethon nhw popeth yn bosib er mwyn ein helpu ni dros y chwech wythnos diwethaf. Hebddyn nhw buasai wedi bod rhaid canslo bron tymor cyfan o wers”i.*

*“This February, without much warning, Dysgu Cymraeg y Fro had to find new locations for its Welsh language courses in Llantwit Major (because of renovation work). Llantwit Major Town Council immediately offered us a choice of rooms, and the staff have been very helpful and professional going out of their way to help us out over the last six weeks. Without them we would have had to cancel almost a whole term of classes”.*

**Learn Welsh the Vale**

**Town Twinning Visit from Le Pouliquen**



**Upstairs Room in Old School**



## **A Llantwit Major of Cohesive Communities**

### **What we did well**

- The Old School has been adapted to provide a comprehensive mix of groups/organisations using its facilities. This includes a nursery, Welsh Language lessons, art groups, Bro Radio Studio, as well as a venue for weddings and the Council Chamber for meetings.
- A new hearing loop has been installed in the Council Chamber to assist with those with hearing difficulties.
- A digital notice board is updated weekly to provide a method for local organisations/charities and the Town Council to promote their activities and tell local people 'What's On' in their town.
- Provided a Touring Pantomime 'Cinderella' for the town at a cost of £5 per ticket, giving the community an opportunity to see a traditional panto at a cost-effective price.
- Provided an outdoor Food Festival for the Town in June 2023.
- A Civic Service was held for the Mayor (Councillor Dave Powell) on the 15th October 2023, an opportunity for dignitaries and guests to visit our community.
- The Town Council provided a wedding venue and reception area for residents of our town at affordable rates (three weddings in Council Chamber and two receptions in the Town Hall).
- The Town Council venues provide the community with low cost hiring fees, giving local organisations/groups/individual's opportunities to hire halls/facilities at affordable rates.
- Organised a Citizen of Year event in April 2023 to honour people/organisation /businesses in our town that have over the previous two years selflessly gone above and beyond to help those in our community or have achieved outstanding success in their specialised field.
- Hybrid meetings are available for all Council meetings adhering to Welsh Government Regulations. Permanent WIFI system has been installed in the Old School, Council Chamber and Llantonian Hall in 2023/24.
- Tenders for 2024 to 2027 were sent out to companies for various Town Council contracts (e.g. hedge/grass cutting/ grave digging/ gas and electrical checks/ fire alarm checks). Where possible and financially viable, these services are awarded to local companies, supporting businesses within our community.
- The Town Council continues to use website/social media platforms/quarterly newsletters and notice boards to publicise Council and community news and events.
- The Town Council is working through Placemaking to understand what residents want for their town. The Council is working to try to bring our community and organisations together to improve cohesiveness.
- The Town Council continues to look at ways to assist businesses to promote footfall and tourism our town.



### **What we think we could do better**

- Continue to promote what the Town Council does (i.e. Council's policies and projects). Increase profile through multimedia social network sites. Also look at alternative social media sites to further advertise the Town Council's roles and responsibilities (e.g., Twitter/Instagram).
- Keep advising the general public the difference between a Town and Vale of Glamorgan Council – prevent misunderstanding/comments that appear on Facebook sites (e.g., Llantwit Major Hub).
- Continue to encourage 'all' Councillors to use the Cloud to access Agendas and Minutes online to reduce the paper output in the Office.
- To continue to work with and further improve links with voluntary organisations within the town. For example, Placemaking is being utilised to bring sporting groups of the town together.
- To continue to find grant /funding opportunities in the economic challenging time to fund Town Council projects.

### **Facts and figures**

- Despite challenging times, Llantwit Major still has the lowest shop vacancy rates in the Vale of Glamorgan.
- Our precept rate is one of the lowest in the Vale of Glamorgan. The Precept for the year 2023/2024 was set at £264,200, which equated to a Council Band D being £61.37, an increase of only £2.17 from the previous financial year.
- We have increased both the number of hirers and revenue on Town Council facilities for the financial year 2023/24.

### **What was said about us:**

*"What a fabulous day out. Only planned to come along for an hour...stayed all day.*

*Amazing food and great entertainment"*

Food Festival visitor

*"My title of Citizen of the Year is nearly over, (I can now put my halo away, lol). I have had the pleasure of being nominated in 2019 and 2023, and, I have attended the Awards Evening on both occasions. A well organised event by Llantwit Major Town Council, a celebratory and exciting atmosphere, bringing members of the community together to be proud of their achievements and accomplishments. We have so many talented people in Llantwit Major".*

Toni Marley (Citizen of Year)

### Citizen of Year Awards Ceremony



## Wedding in Council Chamber



## **A LLANTWIT MAJOR OF VIBRANT CULTURE AND THRIVING WELSH LANGUAGE**

### **What we think we did well:**

- All new signage produced/purchased by the Town Council is printed bilingually in English and Welsh.
- The Town Council welcomed Le Pouliguen Town Twinning members to our town to further develop relations between the two countries.
- The Town Council organised a Remembrance Day Service around the Cenotaph and parade through the town.
- The Town Council continue to care and maintain their listed buildings (Town Hall, Old School and Cenotaph) working with CADW and the Vale of Glamorgan Council to ensure the buildings comply with the architectural/historical regulations/guidelines.
- The Local History Society houses their archive room in one of our premises. The archive room is open once a week to residents and visitors.
- All Posters for Council meetings are bi-lingual and all minutes and agendas on request can be translated into Welsh.
- Any incoming telephone calls to the Town Hall are answered in both Welsh and English.
- The Town Council continually review the Council's Welsh Language Scheme.
- Outdoor lighting (in various colour schemes) daily lights up the front of the Town Hall highlighting the historic building. The colour display varies dependent on the time of year / events being undertaken in the town (e.g., Blue & Yellow to support Ukrainian / Red to represent the poppies for Remembrance day).
- The historic Town Hall clock and chime has been restored and is now fully operational again. The bell chime has taken many frustrating months to finally strike and chime correctly throughout the town,
- The Town Council is working with Architects / Planning Officers and CADW to look at installing a lift in the Town Hall whilst adhering to the design and architectural structure of this listed building, thus preserving its ancient history.
- The Blue Plaques (via the Stronger Communities Grant) have been replaced, or refurbished to mark the route of the 'blue plaque trail' around the town.

**What we think we could do better:**

- The Town Council Staff and Councillors try to improve their knowledge and use of the Welsh Language.
- The Town Council Staff improve their knowledge of the history of Llantwit Major for visitors that come into the Town Hall for tourist information.

**Facts and figures**

- Over 1000 people attended the Remembrance Day Service in 2023.
- 12 Town Councillors took part in the visit of Le Pouliguen Town Twinning Committee to Llantwit Major.

**What was said about us:**

*“It is so great to hear the chimes from the Town Hall Bell again. Been too long. Also wonderful to see the clock keeping such good time. The clock and bell are the focal point of the old town”*

Llantwit Major resident

**Town Hall Weather Vane / Bell and Clock**



## **A Global Responsible Llantwit Major**

### **What we did well**

- The Town Council at present has 106 allotment plots on their Llanmaes Road allotment site. Popularity over the last few years has increased with at present over 19 people on the waiting list. When plots become vacant, they are reviewed to see if they can be split to provide extra plots for the residents of our town, further encouraging the growth of your own fruit and vegetables while adhering to eco and bio friendly processes.
- The handyman twice yearly plants shrubs and flowers in areas owned by the Town Council. Two specific areas (outside Llantonian Hall and at the bottom of the Recreation Field) are designated wildflower beds to encourage bees and wildlife.
- The Town Council is working to maintain and develop Stradling Park as per the Town Council biodiversity policy. Also, it is starting the major work (now funding in place) on the Stradling Park community garden to provide an accessible, inclusive, environmentally friendly area for the town, thus encouraging the town to be globally responsible and assist with achieving the Town Council's objectives towards Project Zero.
- The Town Council is working with the Vale of Glamorgan Council on the way forward to achieve their and our town's Project Zero goals.
- The Town Council continues to promote a plastic free / environmentally friendly town by:
  - a) Offering a water refill point in the Town Hall.
  - b) Using Cardboard cup/straws at Council events.
  - c) Recycling weekly all Town Hall Office waste, as per the Workplace Recycling Regulations in Wales 2024.
  - d) Some shredded office paper is utilised by allotment tenants on their plots.
  - e) All external / internal lighting and bulbs that needs changing, if possible, is replaced with LED or Solar Lighting options.
  - f) Recyclable dog poo bags can be purchased in the Town Hall Office by residents.
  - g) Litter Picks are daily undertaken in all our parks and open space areas.
  - h) All cleaning products where possible are eco friendly.
  - i) Ground maintenance equipment purchased where possible is now battery operated (i.e., leaf blower, strimmer, hedge cutter) thus reducing use of petrol.
- The Town Council Planning Committee continues to review all TPO planning application requests within our town. Although not technically part of Town Council's remit ,the importance of querying trees felled within the town is considered by the Council to be of great environmental importance and hence the reason the Planning Committee question some TPO Applications.
- Planning applications that are considered unacceptable to the environment / area are objected to. Over the last few years, the Planning Committee have studied and related objections to specified Welsh Government Planning Regulations and Vale of

Glamorgan Council LDP policies when the Council believe that the proposed application does not preserve the natural and conservation area of our town.

- All newly purchased seat benches and picnic tables are made from recyclable plastic to ensure the Town Council is as environmentally friendly as possible.
- West Street Pool is maintained and annually cleaned to preserve the natural environment, wildlife and fish that exist in the pond and to give pleasure to residents and tourists visiting the site.
- The biodiversity policy is continually reviewed and updated.
- Work continues with various environmental groups/agencies to replant trees/shrubs throughout the town.
- The Council is continuing to clear the overgrown area from West Street Pool up to Mid Well and has planted additional trees and shrubs. It is also looking into installing a recyclable boardwalk to join West Street Pond to Mid Well.
- The Council Chamber flower beds are developing and maturing around the Council Chamber area creating a pleasant environment for weddings/meetings being undertaken in the area.
- The Council has further planted trees in Stradling Park to create a small orchard of Welsh fruit trees.

#### **What we think we could do better:**

- Continue to look at ways to find alternative fuel supplies for Llantonian Hall to further progress our environmental/ecological policies of our Council.
- Look at ways to further recycle / waste management of our resources.
- Work with local organisations and Vale of Glamorgan Council / Welsh Governments in working towards the 2030 Project Zero goal.
- Continue to look at ways to maintain our hedgerows and trees and encourage new growth.
- Encourage / promote Stradling Park Community Garden to ensure organisations come together to provide a globally responsible area for the town that can educate and work with all age categories of the community.

#### **Facts and figures**

- There are over 106 allotment plots and over 19 people on the waiting list for an allotment
- West Street Pool has over five species of wildlife around and inhabiting the pond.
- Over 10 Welsh fruit tree species have been planted in Stradling Park.



**What was said about us:**

*“As a resident of the Town and a keen runner, it is great to know I can refill my water bottle in the Town Hall”*

Llantwit Major resident

*“We are so looking forward to seeing the Stradling Park Community Garden developed in the coming months. An area of waste land now being recreated into a Community area for all”*

Llantwit Major resident

**West Street Pond /Clearing Midwell**





## Stradling Park and Sapling Fruit Trees



## Allotment Site



## **A COMPETENT LLANTWIT MAJOR TOWN COUNCIL**

Within the Welsh Government's Local Government Wales Act 2021, there is a section *General Power of Competence*. This Bill is aimed to bring more consistency to Town and Community Councils, developing a higher standard of governance and financial management controls.

Under the General Power of Competence regulations, a Town Council must ensure:

- Two thirds of Councillors must be elected – Councillors must be elected at either an ordinary election or a by-election.
- Requirement that the Clerk is qualified – A Clerk with relevant professional qualifications, such as the Certificate in Local Council Administration (CILCA).
- Council needs to have clear audited accounts for the last two years – sound financial management and internal control systems.

To ensure the Town Council meets these requirements regular internal/external audits are undertaken and it can be noted in this Annual Report that:

- 14 members were elected by an ordinary election held in May 2022.
- The Town Clerk and Deputy Town Clerk holds the CILCA qualification.
- All Town Council staff are up to date on all relevant courses in relation to their job specification.
- We have a sound management and financial controls in place which are reviewed annually.
- In addition, we have a website that is regularly updated containing all relevant agendas, minutes, reports, accounts and contact details.
- Town Council Staff in 2023 undertook relevant training courses in relation to their job specifications.
- Fourteen Councillors have undertaken their Councillors' Code of Conduct Training Course.

- All Town Council Staff undertake any relevant courses / presentations to ensure they are up to date with the latest local and government regulations so that they can carry out their job specification / role/ responsibilities both legally and to the best of their abilities.
- The Town Clerk completed the NEBOSH Health and Safety Course.
- The Town Clerk is undertaking her APLH Licensing Course.

## **Our Llantwit Major – Our Future**

Chapters 1 to 8 of the Annual Report have concentrated on the National Well Being Goals as set out as in the Well Being Future Generation (Wales) Act 2015. The Vale of Glamorgan Council has also adapted their policies to include four local Well Being Objectives. These being:

- a) A more equitable and connected Vale**
- b) A more active and healthier Vale**
- c) A more resilient and greener Vale**

The next pages detail these objectives and how, we as a Town Council, intend to work towards meeting these local goals.

### **A more equitable and connected Vale**

This objective is to enable people to become involved in their community, help to increase a sense of belonging / connection within the Town, increase satisfaction with life in general and ensure that Llantwit Major is confident and their voices are heard within the Vale of Glamorgan.

### **What we have done so far?**

1. In 2023 we have started Llantwit Major Placemaking initiative liaising with all community groups / organisations and businesses looking at what they want for our town, aiming to develop links and improve and enhance the Town Council's role with all demographic areas of our community..
2. The Town Council have representatives sitting on external groups including local schools, Friends of the Heritage Coast, PACT, Pubwatch, Good Neighbourhood Scheme etc.
3. The Town Council provide grants to assist with funding local organisations (e.g., Christmas Committee, More in Common) to continue to provide a service to the community.
4. The Town Council continues to support many local organisations including the Chamber of Trade, Town Twinning Committee, Llanilltud Fawr in Flower, Christmas Lights Committee, the Tennis Club, Bowls Club and Rugby Club to assist with their continuation and further development.
5. Representatives from the Town Council sit on the Vale of Glamorgan Community Liaison Committee.
6. The Town Council successfully obtained grants for Stradling Park Community Garden. Now in 2024 we will begin to develop/build the garden with the aim of working with individuals and groups in creating a community garden for the community and surrounding areas.
7. The Town Council actively puts on more events/community activities for Llantwit Major and the Vale, including a 2023 Food Festival, A Remembrance Day Parade in November 2023 and a Cinderella Pantomime in January 2024.

### **What will take longer to achieve?**

1. Continue the Placemaking Project to gain the Placemaking status for our Town, enabling the Town Council to apply for grants in future years; also further develop relations with local organisations to encourage them to work together for the benefit of the town.
2. To continue to support local organisations and businesses (such Christmas Light Committee, Town Twinning Association etc).
3. Continue liaising with the Vale of Glamorgan Council in the taking over of the car parks and public toilets in the town centre. This will have a major impact on our budget and role as a local service provider within the Town.

4. Continue to look at ways to utilise all of our buildings/facilities (e.g. installing a lift in the Town Hall) and how we can further promote our facilities with ever increasing competition from other local hiring facilities within the Vale.
5. Look at how the Chamber of Trade can be reformed to provide a benefit for our local businesses and improve footfall and trade to the town.
6. With the increase in population due to the development of new estates (as detailed in LDP) and the temporary accommodation for 90 Pods on the old Eagleswell School site, how can the Town Council adapt its facilities/operational activities to assist with the influx of new residents to the town?

### **What will success look like in 2025?**

1. Skills, resources, and expertise regarding engagements are shared across organisations for the benefit of the town, getting organisations to work together for the benefit of the community.
2. Contributions of all age groups are recognised within the local community.
3. Volunteers are encouraged and feel valued.
4. Sharing standards for engagement are developed.
5. Complete the Placemaking status for Llantwit Major, which will form part of the overall Placemaking criteria for the Vale of Glamorgan. .



## **A more active and healthier Vale**

Llantwit Major is always looking at ways to improve the wellbeing both physically and mentally of the residents in the town, aiming to provide facilities for both the town and neighbouring areas.

## **What have we done so far?**

1. Provide and maintain free adult gym equipment for the residents of our town to undertake exercise/workouts.
2. Assist the Bowls Club in maintenance of the green for the benefit of the club and residents of the town,
3. Provide funding to enable an annual Community LM10K Trail Run to be put on in the town each September.
4. Successfully assisted the Tennis Club in installation and fully functional floodlights on all four tennis courts and supporting the refurbishment the Tennis Pavilion. They continue to have the lowest member fees in the Vale of Glamorgan.
5. Continually improving and maintaining play parks for children in our town and where possible offer inclusive play equipment. Providing free play equipment in peaceful surroundings with benches and picnic areas for families to entertain their children.
6. We offer reduced rates to various organisations who hire our venues (e.g. Local History Society). We also offer reduced rates for all charity organisations hiring our facilities.
7. We offer annual grants to organisations to ensure community groups are supported (e.g., LM10K/Christmas Lights Committee).
8. Continue to provide 106 allotment plots at very low rates for residents of the town. The average price of an allotment plot for a year in 2023 was £14.95; this includes water rates and general maintenance and cutting of the paths by the Town Council.
9. Provided a hearing loop in the Council Chamber to assist those with hearing difficulties to enable them to hear events / meetings in the Chamber Room.
10. To continue to provide an affordable venue for our residents to hold a wedding ceremony and reception.
11. Still maintain competitive rates in relation to the Town Council Cemetery, allotment site and building hiring fees.
12. Successfully sourced grants/funding opportunities for events/equipment for the town and for the development of Stradling Park.
13. Continue to provide free events for our community (e.g. Remembrance Day Service /Parade and Town Council Food Festival).
14. Via the digital notice board and free-standing notice boards provide up-to-date information on warm spaces/food share/charity/community events etc.
15. Put on a touring pantomime for the town at cost effective prices (i.e., £5.00 a ticket) in the Llantonian Hall.
16. The Town Council support Gillybeans Playgroup by offering reduced rental rates.

17. The Town Council assisted various local organisations with grants/funding.
18. Gave free access to children's organisations to use our open spaces/park areas to provide outdoor workshops and play schemes to children.
19. Assisted primary school education in Llantwit Major by providing tours of the Town Hall including access to the cellar and clock tower.
20. Ran a 2023 school garden competition. All schools/playgroups in Llantwit Major were asked if they would like to participate.
21. Provided opportunity for children's musical groups to perform on stage at the Food Festival held in June 2023.
22. Provided hiring facilities for Llantwit Major School so they can provide specialist teaching for children at offsite locations.
23. Provided rooms so that Bro Radio could continue to provide a venue to teach 15 -16 year old students media studies for their GCSE course work/exams.

### **What we can start doing today?**

Due to the economic climate, the Town Council continues to source grant and funding opportunities to provide additional services and community events for our town, especially as there will be no monies available in the 2024/25 budget for new projects to be undertaken.

The Town Council looks how to improve our town and tackle inequalities within our community e.g. by asking the community what they want for their town, what is important for residents to improve equality / services for Llantwit Major.

The Town Council continues to work with community groups and businesses at ways to improve the services within our town.

The town Council is looking into the newer platforms (i.e., Twitter/Instagram/UTube) to promote the Town Council's facilities, policies, and functions.

### **What will take longer to achieve?**

1. Working together with all organisations / businesses of the town to improve equality in the Community.
2. Continue to look at ways to improve our environment (e.g., working with the Vale Local Nature Partnership, Vale of Glamorgan Council).
3. Use our facilities further to provide better use of our facilities for the under privileged and older members of the community.
4. Continue to support and develop our play parks and sport facilities. Look at further funding opportunities to provide free sport activities for the community.
5. Continue to work towards installing a lift in the Town Hall to make this building inclusive to all sectors of our community.

6. To work with the Vale of Glamorgan Council to offer Town Council facilities to provide better and more regular play scheme activities for Llantwit Major children during all holiday periods and provide additional after school clubs for children (e.g. children's running groups, girls' netball etc).
7. To continue to work with external organisations to provide activities for children (e.g., sport, music, education) utilising fully Town Council facilities to create better wellbeing for children and parents.
8. The Town Council will provide more activities/events for children, encourage use of our Town Council facilities and develop better communication links with schools/children groups and to find out what they want in their community to help them get a better start in life.

### **What will success look like in 2025?**

1. The Community of Llantwit Major becomes safer, stronger, and more resilient.
2. Give residents a better understanding of how their contribution to the environment can improve their wellbeing.
3. Develop Stradling Park community garden to create a sustainable environmental project which brings a range of wellbeing benefits to the local community.
4. We all understand how our organisations activities can contribute to giving children a good start in life.
5. Individual families and communities in Llantwit Major becoming safer, stronger and more resilient.

## **A more resilient and greener Vale**

The Town Council must collectively take action to protect, enhance and value our environment for now and future generations, ensuring that the town and Vale are globally responsible.

### **What we do now?**

1. Stradling Park Community Garden has been cleared ready to establish an inclusive, environmentally friendly area for the town, using natural species, pollinating plants that encourage wildlife back to the area.
2. The Town Council (where possible) will use Fairtrade and purchase local products for their Council facilities and events.
3. The Town Council continues to offer a water refill point at the Town Hall.
4. The Town Council continues to run 106 allotment plots, providing opportunities for residents to grow their own fruit and vegetables. There is in 2023 a waiting list of 19 people.
5. The Town Council continues to maintain the town's historic monument, the Cenotaph. It is cleaned twice yearly. We maintain and repair our listed buildings, the Old School and the Town Hall.
6. The Town Council cleans annually and continually maintains the West Street Pool to provide a healthy environment for the fish, wildlife and plant life that reside in this pond.
7. The Town Council is in the process of clearing and reopening up the site at Mid Well which runs down into West Street Pool, providing access for residents and tourists to rediscover this important piece of our town's history.
8. The Town Council and community groups have replanted hundreds of trees and hedgerows on Town Council open spaces to enhance our environment.
9. The Town Council has encouraged children to take part in the school garden and Fairtrade competition to develop their knowledge in these specific areas.
10. The Town Council will continue to create and maintain wildlife/flower areas around the towns (i.e. wildflower beds, formal flower beds around the Cenotaph and outside our historic buildings).
11. We have put up bird and bat boxes in Stradling Park.
12. We have installed a wildlife camera at West Street Pool to further study the wildlife that exists in this area.
13. Stradling Park has had more Welsh Fruit trees planted and further wildlife areas established to further promote and adhere to our bio-diversity policy.

### **What will take longer to deliver?**

1. The Town Council continues to work with various organisations to fulfil environmental projects for the town. (e.g. working with the Fairtrade Committee and with businesses to continue to promote a plastic free town).
2. The Town Council continues to work with local nature organisations to continue to replant trees and shrubs throughout the town.
3. The Town Council continues to look at projects to assist with tourism and to help the environment.
4. The Town Council continues to maximise the benefit of our environment by continuing to promote our town as a place to visit. It continues to try to develop Llantwit Major as a tourist town to visit in the Vale for walking, cycling, the beach, historical landmarks, shopping and place to come to eat and socialise. The Town Council needs to develop stronger links with businesses and local/national organisations to further promote and build our town status.
5. The Town Council needs to further investigate bio-diversity fuels for Llantonian Hall to assist with making our town eco friendly in coming years for the next generation.
6. The Town Council needs to continue to adapt its assets to maximise their potential for community use ,as well as an environmental resource.
7. We need to continue ongoing maintenance to our listed buildings ensuring that traditional methods are followed. Cadw and listed building regulations are always followed to ensure the preservation of our historic Council buildings.

### **What will success look like in 2025?**

1. Continue to gain a better understanding of the impact of our actions on the environment and how much of an asset our local environment is.
2. To look at finding and funding a new area of land within the town to be developed into a new cemetery for Llantwit Major.
3. Work further with the Vale of Glamorgan Council to determine Project Zero and attainable goals for Llantwit Major to achieve.
4. Continue to work with Vale Local Nature Partnership and other environmental groups to ensure we further maintain and develop all our open spaces to promote and improve the environment for future generations.

## **Way forward**

2023/24 has once again been challenging with the continuing country's economic crisis and the resulting increase in material and utility costs. For Town and Vale of Glamorgan Councils the budget and expenditure costs have been extremely challenging and will be even more so in the coming financial year.

Due to this financial impact, the Town Council had no alternative but to increase the precept for 2024/25 by £2.15, resulting in Household Band D rate set at £63.52.

Even though the Town Council have faced financial challenges in 2023/24, they have managed to increase the number of hirers using our facilities. We have reopened and adapted the Old School and Heritage Centre for both regular and casual hirers.

We successfully organised and ran our regular events for the Town including Remembrance Parade, the Mayor's Civic Service and the Citizen of the Year Awards, but also introduced new events including an extremely successful Food Festival attracting over 2000 people over the two day festival. This also saw the Town Council working with other voluntary organisations within the town (including the 'These Three Streams' festival), further promoting our role within the town as well as further improving relations with local organisations and businesses.

The Town Council have faced many challenging planning applications within the town. These include the former Eagleswell School site and a potential supermarket development just outside the town's ward boundary. Town Councillors have listened to their constituents as well as planning guidelines and legislation when determining their comments on these ongoing applications.

The Vale of Glamorgan Council will be facing major cuts in their budget in the forthcoming year. This will impact on the Town Council with already the Vale Council reviewing the potential transfer of assets (the Town car parks and public toilets) to the Town Council on a long-term lease. The assets under consideration are the Town Hall car park, Boverton Road car park, Wine Street car park, Town Hall toilets and Boverton Road toilets. Initial estimates of annual costs to take over these services are £30,000. This will have a significant impact on the Town Council's future budget and revenue calculations.

Throughout all these demanding times Councillors and Staff will continue to work together for the benefit and growth of our town, continuing to reach their overall goal of '**working to enhance our community**'.

## Copy of Llantwit Major Town Council Newsletter

### LLANTWIT MAJOR TOWN COUNCIL NEWSLETTER SUMMER 2023



#### A Message from the Town Mayor

I would like to thank Llantwit Major Town Councillors for putting their faith in me and electing me as Town Mayor. Llantwit Major has been my home for over 60 years so for someone who was born, educated and work in the town it is a privilege to take on this prestigious roll.

I have seen the town grow and evolve into the wonderful place that it is today and as Mayor I will do my best to see that it continues to be an amazing place to live. As a town council we are tasked with preserving the towns heritage and its assets but we must also look to the future and to new projects that will enhance the town. The environment and its bio-diversity is a passion of mine and something I am hoping I can look to improve in the town.

I have recently attended Barry and Cowbridge Town Councils Civic services representing Llantwit Major. It was interesting to meet other Mayors and Dignitaries and to discuss ways in which all the towns can work together for their benefit. Place-making is a new project that will involve all town councils in the Vale and something look out for.

As Mayor you also get some fun things to do, so it was an absolute pleasure be asked to judge the fancy dress competition at the "Great get together Teddy bears picnic." Everyone was a winner!

I was also invited to the performance of Les Miserable at Llantwit Major Comprehensive. What an amazing performance! The students were a credit to the school, their parents, and the town of Llantwit Major. Well done to everyone involved in helping make this a huge success.

Over the coming year I have a few events lined up to raise money for my nominated charity Faceup Cymru. These including a Garden Party in August and a Carol Service (in a barn with farm animals) in December.

The Towns Civic Service is also to be held on Sunday 15<sup>th</sup> October.

I am looking forward to keeping you updated in future newsletters.

Cllr. David Powell  
*Councillor David Powell, Mayor of Llantwit Major.*



#### CITIZEN OF THE YEAR AWARD 2023

##### WINNER

The award for Citizen of the Year 2023 was presented to Toni Marley. After stepping forward to volunteer in 2019 Toni has worked extremely hard with only a small team of helpers to raise money through sponsorship and other ingenious ideas so that the new illuminations could be purchased and installed. Each year the Christmas displays have got bigger and better and has re-introduced lantern parade. Putting on the towns Christmas illumination display and event takes a full year of planning, even though Toni has a full time job. Many early morning and late evening to get the job done and without Toni Llantwit Major would not 'sparkle' each Christmas.



#### YOUNG CITIZEN OF THE YEAR AWARD 2023 WINNER

The Winner of Young Citizen of Year Award was presented to Jacob Marsh. Jacob is 12 years old and was born with a corotation of the Aorta and undertook heart surgery at 11 weeks old. Jacob is still monitored annually.

Jacob has taken upon himself to raise as much money and awareness as possible for the British Heart Foundation. For all his outstanding efforts, challenges and huge amounts of money raised he has also been awarded Bro Radios 'Young Person' of the Year. and in Dec 22 by British Heart Foundations 'Young Heart Heroes' Award which he received at a London ceremony. Da lawn Jacob!



## Biodiveristy Projects

- **Mid Well and West St Pool**—The site has now been opened up and the public has access all the way to the Ancient Well. It can be a bit boggy if it rains so make sure to wear suitable footwear. Thanks to Plant Llantwit for their help planting the hedgerows which were kindly donated to us by the Vale Local Nature Partnership. Plans are going ahead to further improve the area.
- **Stradling Park**— We have planted a small apple orchard and installed bird and bat boxes. Thanks again to the Vale Local Nature Partnership and Plant Llantwit. Also you might have seen a closed off area in the park. Thanks to SMK Contractors for clearing the area and installing a fence, their generosity has enabled us to proceed with our plans to create a Community Garden, where we will be growing vegetables, create a sensory garden, hold workshops. This will be a community led project.
- **Volunteering**—From September we If you are interested in volunteering in the Stradling Park Community Garden. Please contact us at the Town Hall. Everyone is welcome.

## Improvements in the Town

- **The Town Hall Clock** has been refurbished and is back in the clock tower. Plans to have the chime restored are under way
- **The Blue Plaques** have been restored and or replaced thanks to a grant received from the Stronger Communities Fund
- **Digital Notice Board**—Hopefully you have noticed the Digital Notice Board in the Precinct. We are displaying community events and news. Information on local support groups. If you have any of the above that you would like advertised on the board please contact us at the town hall.
- **Small Grants**— Every year the Town Council gives small cash grants to local organisations as a small reward for all their hard work and dedication, to also help towards keeping the good work they do going. Through applications we helped: **These3Streams, Llantwit Major Chamber Music Festival, Llanilltud in Flower, More in Common Llantwit Major, Valeplus, Llantwit Major 10k, Llantwit Major Christmas Committee**

## Weddings and Event Room Hire

Since 2018 the Town Council is licenced to allow civic wedding ceremonies to take place in the Council Chamber, at the back of the Old School. We have seen many happy couples tie the knot!

Less than 200 meters from the Old School is the Town Hall Building, an ideal location for the wedding reception/ evening entertainment, holding a maximum capacity of 100. The Town Council hold a music and alcohol licence for the venue.

The Town Hall has also been a popular place to hold parties, family and group celebrations, thus providing Llantwit Major with a venue to hold functions, in the heart of the community, at cost effective prices.

We have availability for 23/24, please contact the Town Council for more information.

<https://www.yourvaleceremony.co.uk/>

Are you thinking of getting married?

Here at Llantwit Major Town Council we have some gorgeous venues available to hire for your special day.

Why not come and have a look around our Grade II listed buildings.

There are plenty of options to suit your budget. Packages starting from £300





Llantwit Major Town Council

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CF61 1SD

Tel: 01446 793707

or email [info@llantwitmajortowncouncil.gov.uk](mailto:info@llantwitmajortowncouncil.gov.uk)



## School Garden Competition

On the 21st June a lovely morning was spent visiting 2 local school gardens—Gillybeans and Ysgol Gymraeg Dewi Sant. The local Councillors met with the children who gave us a guided tour showing us all their hardwork. Gillybeans theme was the King's Coronation and Ysgol Dewi Sant's theme was Biodiversity. Both were excellent and received a basket of garden equipment from the Town Council.



## Citizen of the Year Award Winners 2023



## Llantwit Major Food & Drink Festival

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On the weekend of 10th and 11th June the Town Council held it's very first food & drink Festival. This ran alongside the 'These3Streams' literacy festival. The weekend was a huge success and was well supported by the community, we had 10 different traders over the weekend supplying plenty of different options. Plans are already going ahead for next year's. We cannot wait!

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## Town Council—What do we do?

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We provide more services than any other Town or Community Council in the Vale of Glamorgan area. Alongside holding various events. We are also responsible for :-

The Bowling Green and Pavilion, The Tennis Courts and Pavilion, The Llantonian Hall, The Town Hall, The Old School, The Under 10s play area, The Recreation Ground and the play area and adult fitness equipment, Seaview Park, Lorna Hughes Park, Stradling Park, The Allotments and the Cemetery.

We are not responsible for potholes in the road, defective pavements or refuse collections but these can be reported to the Vale Council on 700111 or via the Vale of Glamorgan website