

Minutes of the Hybrid Meeting of Llantwit Major Town Council held in the Council Chamber, Old School and remotely via zoom on Thursday 27th June 2024 at 7.05pm

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

PC Jamie Williamson (arriving late)  
Members of the Public

Note: (Z) - Remotely by Zoom

Apologies were received from:  
Councillor G John – prior commitment

Declaration of Interest Forms were received from:

Pursuant to the requirements of this Councils Code of Conduct, Councillor Williams declared a non-prejudicial interest under Procedural Matters, To discuss email received from local resident regarding meeting with Town Council to discuss Eagleswell Development.

Pursuant to the requirements of this Councils Code of Conduct, Councillor Hanks declared a non-prejudicial interest under Item Procedural Matters, To discuss email received from local resident regarding meeting with Town Council to discuss Eagleswell Development.

Pursuant to the requirements of this Councils Code of Conduct, Councillor J Norman declared a non-prejudicial interest under Procedural Matters, To discuss email received from local resident regarding meeting with Town Council to discuss Eagleswell Development. Councillor J Norman declared a prejudicial interest under Items Vale of Glamorgan Council ‘To note Application for a Variation to Premises Licence – The Corner Shop, 31-33 Crawshay Drive and ‘To note Application for a Premises Licence – St Donats Castle/AWC Atlantic College’.

**399 . MINUTES**

**Full Town Council Meeting held 30<sup>th</sup> May 2024**

The minutes of the Full Town Council Meeting held on the 30<sup>th</sup> May 2024 had previously been circulated to Council Members.

**RESOLVED:** That the minutes of the Full Town Council Meeting held on the 30<sup>th</sup> May 2024 be adopted and accepted as a true record.

**Matters Arising**

There were no matters arising.

**Allotment Sub Committee Meeting held 29<sup>th</sup> May 2024**

The minutes of the Allotment Sub Committee Meeting held on 29<sup>th</sup> May 2024, had previously been circulated to Council Members.

**RESOLVED:** That the minutes of the Allotment Sub Committee Meeting held on 29<sup>th</sup> May 2024 be accepted as a true record and all recommendations be actioned by the Town Clerk.

**Matters Arising**

There were no matters arising.

**Planning Committee Meeting held 12<sup>th</sup> June 2024**

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

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

**Matters Arising**

There were no matters arising.

**400. PUBLIC QUESTION TIME**

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

Members of the Public were present but did not request to ask any questions.

**401. SIGNING OF MINUTES**

**Signing of Minutes of Previous Meeting**

Councillors noted that the Town Mayor would sign the minutes when next in the Town Council office.

**402. TOWN MAYOR**

**Town Mayors events attended 1<sup>st</sup> June 2024 to 30<sup>th</sup> June 2024**

Councillors had previously been circulated with the Town Mayor events attended 1<sup>st</sup> June 2024 to the 30<sup>th</sup> June 2024. Councillor Dr Dickson stated he had also attended a visit to the Medical Centre based on the RAF St Athan Site. Noted.

**Deputy Town Mayors events attended 1<sup>st</sup> June 2024 to 30<sup>th</sup> June 2024**

Councillors had previously been circulated with the Deputy Town Mayor events attended 1<sup>st</sup> June 2024 to the 30<sup>th</sup> June 2024. Noted.

**Questions to the Town Mayor**

There were no questions to the Town Mayor.

**403. COUNCIL MEETINGS****Meetings for Month of July 2024**

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

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

The Town Clerk informed Councillors that unfortunately due to staffing levels the ABBA tribute Night planned for 22<sup>nd</sup> August 2024 had to be postponed.

The Town Clerk thanked Councillor Dr Dickson, Councillor Morgan and Councillor Powell for all their hard work in Stradling Park last week. An Open Day was planned on the 9th July 2024 between 10am and 1pm to encourage volunteers to come forward and assist with the community garden project.

She stated there were ongoing issues with Funeral Directors /Grave Diggers re the removal of stones/debris from Cemetery. The Town Clerk confirmed that if the stones had not been removed by end of month she would pay a company to take the stones away and charge the relevant party accordingly.

The Town Clerk informed Councillors that two incidents of noise breaches had been reported to the Vale of Glamorgan Council Environmental Health Department by local residents:

- a) A complaint that the noise was too loud from music bands playing at the Annual Town Council Food Festival. The Town Clerk stated this matter was being progressed with the Environmental Health Department and recordings from Bro Radio (taken at the Food Festival event) had been forwarded to the Vale Council.
- b) The Chiming of the Town Hall Bell throughout the night. The Environmental Health Department were investigating this matter with the resident and Town Clerk was waiting further updated regarding this matter.

**Action Tracker**

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

**To discuss email received from local resident regarding meeting with Town Council to discuss Eagleswell Development**

Councillor Williams, Councillor J Norman and Councillor Hanks declared an interest. Councillors had previously been circulated with an email dated 11<sup>th</sup> June 2024 from a local resident regarding a meeting with the Town Council to discuss Eagleswell Development.

Councillors further discussed the format and date for a meeting with local representatives re the Eagleswell Development.

**RESOLVED:** That an Extraordinary Full Town Council Meeting be called on the 9<sup>th</sup> July 2024 at 6pm.

Councillor Dr Dickson asked permission to bring forward Agenda Item Community Constable.

**405. COMMUNITY CONSTABLE**

**To receive Community Constable**

PC Jamie Williamson introduced himself to Councillors and stated for the month of June 2024 there had been 25 recorded crimes, which included 3 burglaries, 2 assaults, 6 criminal damage, 2 public order offences, 1 shop lifting incident, 1 vehicle crime, 1 drug related incident and 9 miscellaneous crimes.

PC Williamson stated that there was an ongoing investigation involving a group stealing metal/lead roofing around the area.

He confirmed that there had been no incidents with reference to the ‘These Three Streams’ and Food Festival weekend.

PC Williamson notified Councillors of the fatal motorcycle accident on the B4265 on Tuesday 25<sup>th</sup> June 2024. Police were appealing for anyone to come forward that had witnessed the accident.

Councillors raised their concerns re incidents of speeding along the B4265. Councillor W Norman raised concerns re vehicles not stopping at zebra crossings.

Councillor Powell informed Councillors that the Vale of Glamorgan Council lollipop ladies employed to manage the school crossings are being retained by the Vale Council. PC Williamson stated they were continuing to monitor Boverton Road and Ham Lane East during school pick up and drop off times.

Councillor Dr Dickson thanked PC Williamson for his attendance and PC Williamson vacated the Council Chamber.

The General Public vacated the Council Chamber.

**406. FINANCE**

**Bank Reconciliation for period 1<sup>st</sup> May 2024 to 30<sup>th</sup> May 2024**

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1<sup>st</sup> May 2024 to 30<sup>th</sup> May 2024. Noted.

**Expenditure for the period 24<sup>th</sup> May 2024 to 20<sup>th</sup> June 2024**

Councillors had previously been circulated with a copy of the Expenditure for the period 24<sup>th</sup> May 2024 to 20<sup>th</sup> June 2024. Noted.

**Income for the period 24<sup>th</sup> May 2024 to 20<sup>th</sup> June 2024**

Councillors had previously been circulated with a copy of the Income for the period 24<sup>th</sup> May 2024 to 20<sup>th</sup> June 2024. Noted.

**To discuss Statement of Accounts, Annual Return and Internal Auditors Report 1<sup>st</sup> April 2023 to 31<sup>st</sup> March 2024**

Councillors had previously been circulated with the Statement of Accounts, Annual Return, and Internal Auditors Report 1<sup>st</sup> April 2023 to 31<sup>st</sup> March 2024.

**RESOLVED:** That all the paperwork relating the Accounting Statements, Annual Return and Internal Auditor report be signed and forwarded to the External Auditor

**407. DEVELOPMENT**

**To note Planning Application decisions by the Vale of Glamorgan Councils**

Councillors had previously been circulated with a copy of the Vale of Glamorgan Councils Planning Application decisions. Noted.

**To discuss consultation on proposed amendments to the Vale of Glamorgan affordable Housing Supplementary Planning Guidance**

Councillors had previously been circulated with a consultation dated 5<sup>th</sup> June 2024 on proposed amendments to the Vale of Glamorgan affordable Housing Supplementary Planning Guidance. Noted.

**408. CEMETERY**

The following Burial matters were noted.

- 1) Burial of Patricia Ann Colston (reopen plot) H5 on 25th June 2024

**409. RECREATION AND OPEN SPACES**

**To discuss quotation re works to entrance road on Allotment Site off Llanmaes Road**

Councillors had previously been circulated with a quotation dated 31<sup>st</sup> May 2024 re works to the entrance road on the Allotment Site, off Llanmaes Road. Councillors were informed that in the past week the pot holes had been filled in. It was unknown who had undertaken the work.

**RESOLVED:** That no action required at the present time to undertake work to the entrance road on the Allotment Site, off Llanmaes Road.

**To discuss Open Spaces Application from Llantwit Major Rugby Club re Party on the Pitch event 24<sup>th</sup>/26<sup>th</sup> August 2024**

Councillors had previously been circulated with an Open Spaces Application Form dated 29<sup>th</sup> May 2024 from Llantwit Major Rugby Club re Party on the Pitch event 24<sup>th</sup>/26<sup>th</sup> August 2024.

**RESOLVED:** That permission is granted for Llantwit Major Rugby Club to hold the Party on the Pitch event on the 24<sup>th</sup>/26<sup>th</sup> August 2024, subject to the usual conditions re inspection of ground prior to event.

**To discuss email received from Llantwit Major Rugby Football Club re contribution towards repainting of lines within car park**

Councillors had previously been circulated with an email dated 12<sup>th</sup> June 2024 from Llantwit Major Rugby Football Club re contribution towards repainting of the lines within car park. Councillors further discussed ownership of the car park.

**RESOLVED:** That permission is granted to give the Rugby Club £150.00 towards repainting of the lines within the car park, subject to ensuring adequate disabled places are provided.

**410. TOWN HALL**

**To discuss letter from resident re chiming of Town Hall Bell**

Councillors had previously been circulated with a letter dated 4<sup>th</sup> June 2024 from a resident supporting the chiming of the Town Hall Bell.

**RESOLVED:** That a response be sent to the resident thanking her for the support and state we will advise her accordingly of any further developments regarding this ongoing matter.

**To discuss Fee Proposal for Stage 2 re the Building Regulations / Detailing of the proposed project to install a lift in the Town Hall listed Building**

Councillors had previously been circulated with a Fee Proposal dated 15<sup>th</sup> June 2022 for Stage 2 re the Building Regulations / Detailing of the proposed project to install a lift in the Town Hall listed Building. Councillor Powell informed Councillors that now the Planning Application had been approved that Stage 2 needed to be actioned before any Quotations and Grants for the installation of the lift could be sought.

**RESOLVED:** That permission is granted to go ahead with the Fee Proposal for Stage 2 at a total cost of £900.00 (exc. vat) for the Building Regulations / Detailing of the proposed project to install a lift in the Town Hall Listed Building.

**411. VALE OF GLAMORGAN COUNCIL**

**To discuss letter from resident re the offer of lease of land at Llantwit Major Beach**

Councillors had previously been circulated with a letter dated 31<sup>st</sup> May 2024 from resident re the offer of lease of land at Llantwit Major Beach. Noted.

**To discuss Agenda Brief re update on toilets and car parks within Llantwit Major following discussion for the Town Council to take over responsibility**

Councillors had previously been circulated with an Agenda Brief detailing an update on toilets and car parks within Llantwit Major following discussion for the Town Council to take over responsibility. Councillors discussed the ongoing negotiation and work undertaken with reference to the proposed takeover of the toilets and 3 car parks in the town. Councillors were asked to decide which option, reference the lighting and design specification for the Town Hall Car Park, they would prefer – Original plan which detailed lighting bollards along the western boundary and the Revised plan detailing one lighting column along the western boundary.

**RESOLVED:** That a response be sent to Operational Manager Engineering confirming that the Town Council preference is the Original plan (two lighting bollards along the western boundary).

**To note Application for a Variation to Premises Licence – The Corner Shop, 31-33 Crawshay Drive**

Councillor J Norman declared an interest.

Councillors had previously been circulated with an Application dated 11<sup>th</sup> June 2024 for a Variation to Premises Licence – The Corner Shop, 31-33 Crawshay Drive. Councillors further discussed the Application.

**RESOLVED:** That the Town Council object to the Application for a Variation to Premises Licence – The Corner Shop, 31-33 Crawshay Drive.

**To note Application for a Premises Licence – St Donats Castle/AWC Atlantic College**

Councillor J Norman declared an interest.

Councillors had previously been circulated with an Application dated 10<sup>th</sup> June 2024 for a Premises Licence – St Donats Castle/AWC Atlantic College.

**RESOLVED:** That the Town Council support the Application for a Premises Licence – St Donats Castle/AWC Atlantic College.

**412. WELSH GOVERNMENT**

**To discuss letter re Listening Programme on 20mph**

Councillors had previously been circulated with a letter dated 5th June 2024 re the Listening Programme on 20mph. Noted.

**413. MISCELLANEOUS**

**To discuss email re supporting a Pride Event in Llantwit Major on 22<sup>nd</sup> June 2025**

Councillors had previously been circulated with an email dated 3<sup>rd</sup> June 2025 asking the Town Council to support a Pride Event in Llantwit Major on 22<sup>nd</sup> June 2025. Councillors discussed their support subject to no financial or staff time required from the Town Council.

**RESOLVED:** That a letter be sent stating the Town Council support a Pride Event in Llantwit Major on 22<sup>nd</sup> June 2025 and wish them every success.

**To discuss email re excessive noise from the Wick Road which is affecting residents in the Heritage Gate / Plasnewydd estate**

Councillors had previously been circulated with an email dated 20<sup>th</sup> June 2024 re excessive noise from the Wick Road which is affecting residents in the Heritage Gate / Plasnewydd estate. Councillors discussed their concerns re the excessive speed of vehicles and noise along the B4265.

**RESOLVED:** That a letter be written to the resident stating the Town Council endorse his concerns and have already been proactive in raising the issues of noise and speed of vehicles along the Wick Road (B4265) with the Vale of Glamorgan Council Highways Department and Local Police Force.

**SIGNED** .....

MAYOR

**DATED** .....