

LLANTWIT MAJOR TOWN COUNCIL ANNUAL REPORT

For Financial Year 2024/2025



“Working to protect and improve our community”



Introduction By Town Mayor

LLANTWIT MAJOR TOWN COUNCIL – MAYOR’S ANNUAL REPORT

I would like to welcome you to the Mayor’s Annual Report for 2024/2025, where you will find details of the work the Town Council has been undertaking over the past year.

I have been very privileged to be elected as Mayor of this wonderful town, serving the community for the past 12 months, and it has been a delight for me to represent and promote Llantwit Major throughout the Vale of Glamorgan. Meeting other Mayors and Community Council leaders at Civic Services and other events has been both enjoyable and interesting. The resultant exchange of ideas has opened up opportunities for the development of projects in our town, as well as advertising the diversity of Llantwit Major’s community life. The contact with other parts of the Vale has also, perhaps surprisingly, shown me that our Town Council is responsible for the care of rather more assets than other Town and Community Councils in the Vale. This sometimes acts to limit our support for other projects in the town, and I have tried to make our residents aware of this, along with the need for volunteer help wherever possible.

Llantwit Major is fast becoming an important cultural centre for the Vale and, together with my wife and consort, Sue, I have been privileged to attend musical, artistic, and literary events in the town. We have been welcomed at the Chamber Music Festival, and the Early Voices Festival with the Fountain Singers. We sing regularly with St Donats Chorale and were thrilled when the choir accepted my invitation to perform at my Civic Service in October 2024. We have also had the honour to be invited on two occasions to concerts given by Cardiff and the Vale Youth Orchestra in the Millenium Centre.

I have participated in an eclectic mix of events as Mayor, from the annual Jo Cox ‘Teddy Bears Picnic’ through to various coffee mornings, Christmas parties, commemorative services and assorted fund-raisers. Chatting with residents and volunteers on these occasions has made me appreciate how people enjoy living and working in this part of the world, and also how keen they are to support local activities. For example, our own Food Festival in June was a great success and we look forward to a repeat this year.

One of the highlights of my year was, of course, deputising for a famous, white-bearded gentleman on the inaugural Town Council Christmas float. Sharing the role with others, I donned the well-padded costume and toured the town on chilly December evenings, accompanied by a willing band of volunteer elves. To see the joy on so many children’s faces was truly magical, although my suggestion of ‘chocolate covered carrots for Rudolph’ had a variable reception from parents!

In September, town representatives returned to Le Pouliguen as guests of their twinning committee. Unfortunately, I was unable to join the visit, but the French hosts had the dubious pleasure of watching a video of my Mayoral message to their council, delivered in half-forgotten schoolboy French!

One of the most important days in the calendar for our Town Council is the Mayor's Civic Service. On October 13th, 2024, we held our church service in St. Illtyd's, following a marine theme appropriate to our town's beautiful seaside location. We were joined by many of our friends and family and also by representatives from other Town and Community Councils. The lively reception in the Llantonian Hall afterwards kept us well fed and watered for several hours, and I am hugely grateful to our Town Hall staff for their hard work in putting the whole occasion together.

This year's Remembrance service was, as always, a poignant reminder of the sacrifices and courage of those who have served our country in the armed forces. The parade was led by representatives of the British Legion and drummers from the Royal Airforce Cadet Force. The weather was relatively benign for once, and I was pleased to see such a large crowd supporting our march-past and wreath-laying at the Cenotaph.

My chosen charities this year have been the National Coastwatch Institution (the local St Donat's branch) and also the Samson's Well Project, raising money for the restoration of an ancient holy well here in Llantwit Major. I am very grateful to my wife for her help in organising various fundraising events, along with the many friends and volunteers who have joined in along the way. We held a very successful Art Sale in July 2024, with exhibits by local artists and also by some of the Ukrainian refugees who have been befriended by Llantwit residents. In October, we arranged a local history evening, highlighting the history of our town, and exploring stories of Celtic saints and holy wells in Wales. Our final charity event was a Twmpath/Ceilidh here in Llantwit in April this year. I'm pleased to say that, with some generous extra donations, Sue and I have raised well over £2000, to be divided between the charities.

The Place Making initiative, led by officers from the Vale Council, has been very well received, with truly inspiring contributions from a wide cross-section of Llantwit residents. This has produced some exciting suggestions for development of our town and its coastal surroundings. We can only hope that this exercise leads to increased grant funding for Llantwit Major, which sometimes feels overlooked in comparison with other parts of the Vale.

The community garden at Stradling Park continues to develop, aided by the hard work of our Town Hall staff, Councillors and volunteers. However, we were saddened by the way the pond was deliberately damaged in March this year. We can only hope that further episodes of vandalism will be discouraged as the garden matures and local residents appreciate the park's value as a green space.

As both Mayor and Councillor, I have spent a lot of time walking around the town and speaking to local people, and I have often been asked 'What does the Town Council do?' I have done my best to explain that our Council, although it has limited powers, does have an important role in supporting life in the town, and also in contributing to the town's future development. At the start of the mayoral year, I was invited to produce a monthly column for the Glamorgan Star. It seems that my 'Mayor's Musings' have proved to be

popular with readers, and the writing has given me a useful public forum, both to talk about the work of the Council and to advertise local events.

The role of a Town Councillor, and especially Mayor, can be challenging at times, but I have tried to deal with these challenges to the best of my ability. I have acted to raise the town's profile through my role as ambassador throughout the Vale, as well as contributing to the town's development as a cultural centre and, most importantly perhaps, an enviable place to live.

Throughout my career as Councillor and most recently, Mayor, the support I have received from the Town Hall staff and my fellow councillors has been very much appreciated, and I would like to record my thanks formally for this. The hard work and dedication of the whole team, often through difficult periods, has contributed to the highly efficient running of our Town Council, along with the necessary maintenance of its assets.

I must also take this opportunity to mention my wife, Sue, who has been at my side as Consort throughout the year. Her help and guidance has been invaluable, and I cannot thank her enough.

Finally, I wish my successor every good fortune in their year of office as Mayor, and I hope that they enjoy the experience as much as I have.

Cllr Dr Peter Dickson MBE

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 laid out, either financially, administrative support or use of facilities.

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 Dr Peter Dickson term in office as Town Mayor and Chair of the Council, which started in May 2024.

Once again the Town Council have faced a challenging time with the financial restraints caused by the cost of living and the lack of funding opportunities from both the Vale of Glamorgan Council and Welsh Government. We successfully did however manage to secure a National Lottery Grant to fund the development of a Community Garden in Stradling Park.

Against this we were unable to obtain Vale of Glamorgan Council Funding for various community events for our town which meant certain events we planned for the town could not be undertaken.

We are still working with the Vale of Glamorgan Council re transfer of assets for the Public Toilets and Car Parks in the Town Centre. There are still many issues to resolve regarding this potential asset transfer .

The Welsh Government advised that future grant funding for towns will be dependent on an adopted Placemaking Plan as stated in the Placemaking Wales Charter. The Town Council have been working hard during 2024 with both the Vale of Glamorgan Placemaking Team and Studiomyco Consultancy to undertake meeting with community groups / residents of our town to look at what they like / dislike and what they want in the future for their town. It is hoped the Final Placemaking Plan for Llantwit Major will be adopted early Summer 2025. Then, as a Town Council opportunity for additional grant funding may be available to us.

2024/25 has again been a challenging year for the Town Council but the Staff and Town Councillors continue to work together to ensure that we continue to work to improve and get the best for our community.

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 13 elected Councillors and 1 co-opted Councillor (due to the resignation of Councillor G John in December 2024) representing 4 wards, West Ward, South East Ward, North Ward and Boverton Ward. There at present is a team of 4 staff working both full time and part time delivering services on a daily basis.

The Council is responsible for many facilities, including 5 community buildings (2 of which are listed), bowling green, tennis courts, 2 playparks, 4 open spaces, recreation field, ornamental pond, community garden, cemetery and allotment site.

Town Council Committees

At the Annual Meeting held on the 9th May 2024 the following Committees / Forums were accepted for financial year 2024/2025:-

FULL TOWN COUNCIL

FINANCE AND POLICY COMMITTEE

RECREATION & BUILDINGS COMMITTEE

FOOTPATH FORUM

PLANNING COMMITTEE

TOWN HALL WORKING GROUP

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 JUNIOR & INFANT SCHOOL

YSGOL DEWI SANT INFANT SCHOOL

YSGOL DDRAIG JUNIOR SCHOOL

Calendar of Town Council Meetings 2024/25

2024

30 th MAY	FULL TOWN COUNCIL MEETING
13 th JUNE	FINANCE AND POLICY COMMITTEE
27 th JUNE	FULL TOWN COUNCIL
8 th JULY	FOOTPATH FORUM
25 th JULY	FULL TOWN COUNCIL
26 th SEPT	FULL TOWN COUNCIL
7 th OCT	FOOTPATH FORUM
17 th OCT	FINANCE AND POLICY COMMITTEE
31 st OCT	FULL TOWN COUNCIL
28 th NOV	FULL TOWN COUNCIL
19 th DEC	FULL TOWN COUNCIL

2025

16 th JAN	FINANCE AND POLICY COMMITTEE
20 th JAN	FOOTPATH FORUM
30 th JAN	FULL TOWN COUNCIL
27 th FEB	FULL TOWN COUNCIL
27 th MARCH	FULL TOWN COUNCIL
14 th APRIL	FOOTPATH FORUM
24 th APRIL	FULL TOWN COUNCIL
8 th 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 (resigned as Town Councillor December 2024)



Councillors Details	<p>Councillor Gwyn John Ashgrove House High Street Llantwit Major CF61 1SS</p> <p>01446 793669 Cllr.GJohn@llantwitmajortowncouncil.gov.uk</p>
Committee Member	<p>Finance and Policy Committee Recreation & Buildings Committee</p>
Why I became a Councillor? / What have I achieved?	<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 Dr Lesley Hallan (co-opted as Town Councillor Feb 2025)



Councillors Details	<p>Councillor Dr Lesley Hallan Town Hall Burial Lane Llantwit Major CF61 1SD</p> <p>01446 793707</p> <p>Cllr.LHallan@llantwitmajortowncouncil.gov.uk</p>
Committee Member	<p>Finance and Policy Committee Recreation & Buildings Committee</p>
Why I became a Councillor?	<p>I am grateful for the opportunity to serve the community that is Llantwit Major. A community that has been warm and welcoming to me and my family. Whilst I am not a Llantonian, I am Welsh and went to school locally. I am a retired Gp having worked in England for my professional life and retired to the town 8 years ago. We are fortunate to live in a place with such natural beauty, history and a vibrant social scene. There is always room for improvement and I look forward to working with individuals, groups and interested parties to enhance the town for the benefit of everyone.</p>

Councillor David Powell



Councillors Details	<p>Purlon Farm Wick Road Llantwit Major CF61 1YU</p> <p>01446 792527</p> <p>Cllr.DPowell@llantwitmajortowncouncil.gov.uk</p>
Committee Member	<p>Finance and Policy Committee Recreation and Buildings Committee (Chair) Footpath Forum (Chair) 5 Year Plan Committee Working Group Planning Committee (Deputy Chair) Remembrance Day Committee Christmas Light Committee Friends of Glamorgan Heritage Coast</p>

	Allotment Sub Committee Bowls Club Sub Committee Tennis Club Sub Committee Placemaking Group
Why I became a Councillor? / What have I achieved?	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.

South East Ward

Councillor John Lewis



Councillors Details	7 Samson Street Llantwit Major CF61 2SH 01446 792948 Cllr.JLewis@llantwitmajortowncouncil.gov.uk
Committee Member	Finance and Policy Committee Recreation and Buildings Committee Placemaking Group Ysgol Dewi Sant Infant School (Governor)
Why I became a Councillor? / What have I achieved?	I have lived in and around Llantwit Major for over 40 years. In that time, I was involved with youth football and the annual 10k race, both of which 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



Councillors Details	71 Illtyd Avenue Llantwit Major CF61 1TH 01446 792007 Cllr.GThomas@llantwitmajortowncouncil.gov.uk
Committee Member	Finance and Policy Committee Recreation and Buildings Committee Footpath Forum Town Hall Working Group 5 Year Plan Committee Remembrance Day Committee Vale of Glamorgan Community Liaison Committee Pubwatch Christmas Light Committee Ysgol Dewi Sant Infant School (Governor)
Why I became a Councillor? / What have I achieved?	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



Councillors Details	19 Waterfall Mews Ham Manor Park Llantwit Major CF61 1BA 079 832 126 38 Cllr.GMorgan@llantwitmajortowncouncil.gov.uk
----------------------------	---

Committee Member	Finance and Policy Committee Recreation and Buildings Committee Footpath Forum Planning Committee 5 Year Plan Committee Bowls Club Sub Committee Tennis Club Sub Committee
Why I became a Councillor? / What have I achieved?	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

Boverton Ward

Councillor John Deakin (Deputy Town Mayor)



Councillors Details	9 Voss Park Close Llantwit Major CF61 1YF 01446 793773 Cllr.JDeakin@llantwitmajortowncouncil.gov.uk
Committee Member	Finance and Policy Committee Recreation and Buildings Committee Planning Committee Town Hall Working Group Remembrance Day Committee Llanilltyd Fawr in Flower Ysgol Ddraig Junior School (Governor)
Why I became a Councillor? / What have I achieved?	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

	<p>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.</p>
--	--

Councillor Mrs Sally Hanks



Councillors Details	<p>Greenmeadow Mill Road Llantwit Major CF61 1UH 01446 796803 Cllr.SHanks@llantwitmajortowncouncil.gov.uk</p>
Committee Member	<p>Finance and Policy Committee Recreation and Buildings Committee Town Hall Working Group Five Year Plan Llantwit Major Chamber of Trade</p>
Why I became a Councillor? / What have I achieved?	<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>

Councillor William Norman



Councillors Details	<p>Adenwi Eagleswell Road Llantwit Major CF61 1UF</p> <p>01446 793545 Cllr.WNorman@llantwitmajortowncouncil.gov.uk</p>
Committee Member	<p>Finance and Policy Committee Recreation and Buildings Committee Footpath Forum Vale of Glamorgan Council Community Liaison Committee Friends of Glamorgan Heritage Coast</p>
Why I became a Councillor? / What have I achieved?	<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 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>

Councillor Mrs Gill Hughes



Councillors Details	<p>12 Voss Park Drive Llantwit Major Cf61 1YD</p> <p>07978 707058 Cllr.GHughes@llantwitmajortowncouncil.gov.uk</p>
Committee Member	<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>
Why I became a Councillor? / What have I achieved?	<p>As soon as we moved into Llantwit Major I fell in love with the town. The coastal position and friendly people made me want to contribute to the town in some way. 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. 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. 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 (Town Mayor)



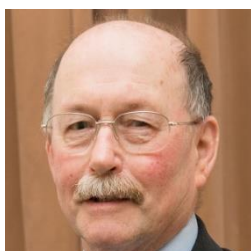
Councillors Details	Fairfield Cowbridge Road Llantwit Major CF61 2YS 01446 790393 Cllr.PDickson@llantwitmajortowncouncil.gov.uk
Committee Member	Finance and Policy Committee Recreation and Buildings Committee Five Year Plan Committee Planning Committee (Chair) Remembrance Day Committee Allotment Sub Committee Placemaking Group Friends of Glamorgan Heritage Coast Public Service Board (VOGC) Health and Social Care Committee
Why I became a Councillor? / What have I achieved?	<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



Councillors Details	28 Dyfrig Court Llantwit Major CF61 2GA 01446 796039 Cllr.JNorman@llantwitmajortowncouncil.gov.uk
Committee Member	Finance and Policy Committee Recreation and Buildings Committee Remembrance Day Committee Placemaking Group Town Hall Working Group Llanilltyd Fawr in Flower
Why I became a Councillor? / What have I achieved?	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. 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 & 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. 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.

Councillor Dr P David Ellis



Councillors Details	Willastones 13 Heol Pentre'r Felin Llantwit Major CF61 2XS 01446 796517 Cllr.DEllis@llantwitmajortowncouncil.gov.uk
----------------------------	---

Committee Member	Finance and Policy Committee Recreation and Buildings Committee Town Hall Working Group Charities Town Twinning Association
Why I became a Councillor? / What have I achieved?	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



Councillors Details	3 Grange Gardens Llantwit Major CF61 2XB 01446 793021 Cllr.EWilliams@llantwitmajortowncouncil.gov.uk
Committee Member	Finance and Policy Committee Recreation and Buildings Committee
Why I became a Councillor? / What have I achieved?	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



Councillors Details	17 Llanmaes Road Llantwit Major CF61 2XD 01146 792179 Cllr.DFoster@llantwitmajortowncouncil.gov.uk
Committee Member	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 Placemaking Group St Illtyds Primary School (Governor)
Why I became a Councillor? / What have I achieved?	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, considering 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 18 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 require 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 Janine Flanigan – Administrative Assistant 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 act as appropriate as a result of such meetings
- To maintain the Town Mayors 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
- Undertake the development/administration of the Stradling Park Community Garden

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 street 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 4 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

Handyman	
<p>First Aid Training</p> <p>Online training for Health & Safety provided by Ellis Whitman to include:</p> <ul style="list-style-type: none"> 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 & Falls Awareness Risk Assessment Awareness Noise Awareness Lone Working Awareness Legionella Awareness <p>Basic Tree Survey & Inspection</p>	<p>Every 3 Years</p>
Councillors	
<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:</p> <ul style="list-style-type: none"> Budget Planning & Precept Setting The role of internal Audit Risk Management Introduction to VAT for local Councils 	<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 2023/2024

Not yet returned from Welsh Government

Achievements for 2024/2025

Held a successful Food and Music Festival weekend in Town Hall Car Park in June 2024

Town Hall Clock chiming correctly every hour following further maintenance work this year

Stradling Park Community Garden under development following successful funding from two grants. New fence installed, disabled friendly path installed. Planting areas being created, wildlife pond being created, planting areas being erected, sensory garden are being created, shed and poly tunnel purchased and notice board erect on the site.

Open Days and working parties being organised to build / plant in Stradling Park Community Garden.

Maintaining the site between West Street Pool and up to Midwell to expose this historic area. Sourcing Grants to look at refurbishing the wall and well and building a Boardwalk. Tree situated by the wall to be felled due to having ash die back.

Increased the numbers of regular and casual hirers (Bro Radio, Llantwit Major School, Art Classes etc). Booking / Revenue from hiring facilities increased again for 2024/25 financial year

Allotment Site – continue to run and maintain 110 plots. Numbers on waiting list reduced to 6 people.

Weddings held in Council Chamber / Receptions in Town Hall

Continuing developing Town Council website and social media sites

Working with community on various Planning/Community issues in the town throughout last year (the new development on the former Eagleswell School Site, a new supermarket for the area)

Continuing ongoing discussion with Vale of Glamorgan Council re future ownership of the Car Parks and Public Toilet in the town centre

Held the Mayors Civic Service

Carols with the Councillors

Remembrance Day parade

Organised Pantomime for the Community

Organised D Day Celebrations on 6th June 2024 including fish and chip supper, WW2 Music and Poetry and lighting of a Beacon

Place making – Working with Vale of Glamorgan Council and Studiomyco to adopt a place making plan for the town. Undertook many consultations throughout all demographics of the community.

Further investigations / working with Architecture and Vale of Glamorgan Council Planning Department on installation of Lift in Town Hall.

Purchased a Sleigh and accessories and spent 7 nights driving around the town giving our local children a chance to meet Santa.

Tenders sought for replacement of Skylight Windows in Llantonian Hall

Tenders sought for replacement of 13 broken windows in Old School.

Provided the Compass Building as an additional learning area for the Comprehensive School

Bought a new piece of Play Equipment for the Recreation Field Play Park

Held Open Day at Stradling Park Community Garden plus set up regular Wednesday afternoon working Groups at the site.

Four members of staff completed their First Aid Training Course

2025/26 Plans and Ongoing Projects

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

New Lectern to be installed at West Street Pool

Complete and sign off the National Lottey Project Fund for the building / planting / creating and maintaining Stradling Park Community Garden for the town.

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

Continuing the Midwell / West Street Pool project – complete a National Heritage Grant Fund for installing a boardwalk between the two sites and repairing Midwell.

Put on further Community Events for town (3rd Food festival /VE Day 80 celebrations/ Remembrance Day Parade/ Pantomime)

Finalise plans with Vale of Glamorgan Council re ownership of the Car Parks and Public Toilet in the town centre

Replace all skylight windows in Llantonian Hall

Replace 13 broken windows in the Old School

Further investigate land in Llantwit Major for a new Cemetery

Complete and adopt Llantwit Major Place Making Plan.

Continue working towards creating a recognised footpath along part of Mill Road

A prosperous Llantwit Major

What we did well

- The Old School, Town Hall, Compass Building, Heritage Centre and Llantonian Hall increase regular and casual bookings throughout 2024/25 financial year.
- Long Term tenants continue their leases in the Old School , Gillybeans (Nursery School), Bro Radio and the History Society. The Tennis Club and Bowling Club both successfully grow and prosper from their tenancy agreements with the Town Council.
- Provided a temporary base for Llantwit Major Comprehensive School when they used the Compass Building for additional classroom for pupils.
- All our buildings have permanent WIFI facility installed in Compass Building/ Old School and Llantonian Hall. Hearing Loops mechanism in place in Council Chamber and Llantonian Hall for those with hearing difficulties to be able to participate in Meetings/ functions in our buildings.
- The Town Council held 1 wedding and 2 receptions in the Council Chamber and Town Hall Buildings.
- The National Lottery Grant Fund obtained to develop Stradling Park Community Garden is being spent. The fund must be spent and completed by mid-April 2025. Items purchased / developed so far include a Metal Shed, Poly Tunnel, wooden planters, inclusive pathway, wildlife pond and building a sensory garden.
- Looking at applying for the National Lottery Heritage Fund to refurbish Midwell and install a Boardwalk on the site. A successful initial Heritage Enquiry Application had been undertaken so we are now ready in 2025 to complete the main Application for this potential project.
- The Town Council funded a Sleigh for the town to take Santa all around our wards during the second week of December 2024. Over 800 children/adults saw Santa during this period.
- The Town Hall Office continued throughout 2024/25 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 2024 Christmas Light Illuminations throughout the town.
- Worked with These Three Streams to successfully put on a food festival and literature and music festival for the town. Bringing additional business and footfall to the town.

Work more closely with local organisations

- With the success of running place making 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.

- Once the Place Making has been adopted in Llantwit Major look at working 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 History Society have long-term leases in the Old School.
- Gillybeans continues to run a successful and oversubscribed Nursery in two rooms of the Old School Building.
- 1 wedding were undertaken in the Council Chamber in 2024/25. 2 reception parties were held in the Town Hall.
- 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

“The Vale of Glamorgan Council has been working in partnership with Llantwit Major Town Council to develop a comprehensive Placemaking Plan for Llantwit Major over the past 18 months.

A key element of Placemaking is embedding partnership and collaborative working between local authorities and town councils. We have truly enjoyed developing this relationship with Llantwit Major Town Council.

Throughout this process, Llantwit Major Town Council has supported us in many ways. They have provided accommodation, equipment, and officer support, which has been invaluable. Without this support, we would not have been able to develop such a deep understanding of Llantwit Major, which we will use to create a comprehensive Placemaking Plan for the town.

We deeply appreciate the support from Llantwit Major Town Council, which has been crucial in developing a deep understanding of the town.”

Alec Shand (Vale of Glamorgan Officer)

“Llantwit Major Bowls Club would like to thank Llantwit Major Town Council for their continued support and encouragement having provided the Town with a wonderful facility.

The Club members have also invested in the club to encourage the residents of Llantwit to not only play bowls but also join the social events e.g., Bingo, Quiz. Local Groups Probus, History Society, Llantwit in Flower, Twinning Society all enjoy the clubs excellent facilities.

All visiting bowls clubs have expressed a wish to come back to play again including County and touring teams.

None of this would be possible without the Councils and the clubs special relationship. Long may it continue”.

Bowls Club Committee members

Santas Sleigh



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 including the former Eagleswell School Site and the proposed Lidl's Supermarket on the outskirts of Llanmaes. The Planning Committee 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, 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. There is now only 6 people on the waiting list due to stricter procedures , evictions on unkempt Allotment Plots. The number of Allotment Plots has increased to 111 due to larger plots that have become available being split into more manageable double plots.
- 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 continue to safeguard and maintain Boverton Cemetery. Constantly looking for new land for a Cemetery with a limited spaces left on the existing site.
- Grants obtained to develop Stradling Park into an environmentally friendly Community Garden and wildlife and woodland park area are ongoing.
- Continue to run/inspect and maintain two children play parks and an Adult Fitness Equipment area. A new piece of play equipment, the 'Super Nova' has been installed in the U10 Play Park on the Recreation Field.
- Continue to clear and plant the area leading from West Street Pool to Midwell. Further looking into the next phase of development of this project to create a Boardwalk for safe access to the historic Midwell 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.
- Continuing the next consultation phase of Place Making Project (working in conjunction with the Vale of Glamorgan Council and Studiomyco to find out what are residents want for our town now and in the future and create a Placemaking Plan for Llantwit Major.

What we think we could do better

- Continue to Work closely with outside parties and the local community to encourage sustainability.
- Complete the 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.
- Use the Place Making Plan , which through consultancy we estimate has addressed with over 500 residents of the town. To broaden and expand the Town Councils role within the local community..

What was said about us

"I would like to say that I am delighted to hear about Stradling garden as a new project food the Llantwit Major community. I am excited to see how it would be appreciated by locals as this a great opportunity to grow vegetables and herbs. No doubt it will bring lots of fun, education and joy for all of us. We want to participate as Crawshay court Residents association and provide planted seeds of vegetable".

Eva Ptackova (Community Volunteer - chair of Crawshay court Residents association)

"It was absolutely brilliant being able to see Santa and his helpers ride through the town this Christmas. When I was a child I loved this event and now my children too can delight in this magical experience. Thank you so much"

Llantwit Major Resident

New play equipment



Bowls Club



A Healthier Llantwit Major

What we did well

- Using National Lottery Fund are creating a Stradling Park Community Garden for the town to encourage healthy living and improve wellbeing within the town. Have been running Open Days at the site to encourage residents to come and have a good and building, growing, planting in the garden
- Maintained throughout the last year 2 play parks and Adult Gym Equipment on the Receptions Field. Repaired various play equipment following monthly inspections and installed a new piece of equipment the 'Super Nova'..
- Hearing loop system maintained in Council Chamber and Old School 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 Aging 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 Vale of Glamorgan Footpath Officer and neighbouring community councils re ensuring the Footpaths around area are maintained and walkable at all times.
- Supported the LM10K in providing an Off Trail Community Run for the town. It was started and finished at the Town Hall in 2024. The Town council provided facilities for registration/first aid etc.
- Support Tennis Club and Bowls Club by reducing tenancy fees whilst assisting when financially viable.
- Increasing the amount of Allotment Plots by creating an additional 6 plots this year.

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.

Facts and Figures:

- The Recreation Field provides 4 active and popular sporting clubs (Rugby/Bowls/Boxing Club and Tennis) encouraging well-being and healthy activities for the area.
- 2 outdoor play areas and adult play equipment are always in use and busy. Appreciated by children and their parents.
- 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 Age Connect Meetings in Llantonian Hall held on a weekly basis.
- Over 300 runners attended the LM10K Community Run. Next year due to the popularity there will also be a 5k and 1k race that will be sponsored by the Llantwit Major Town Council.

What was said about us

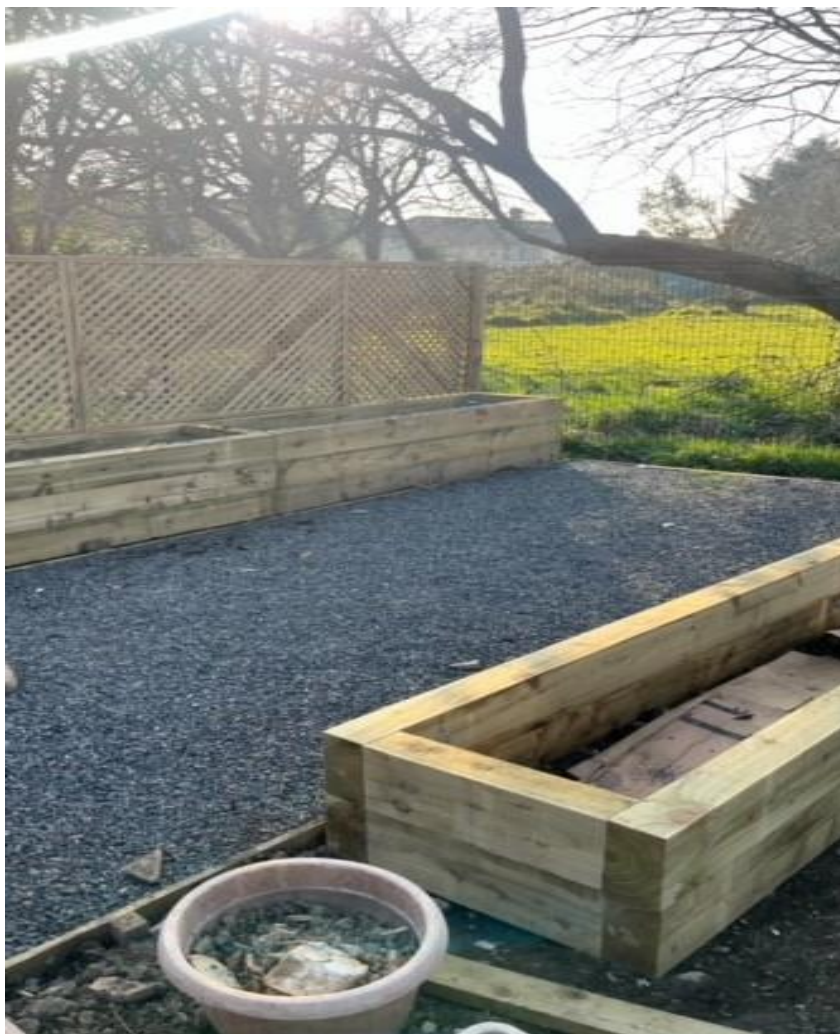
“Me and other mums just love bringing our children to the small park by Llantonian Hall. We can sit, chat and catch up while the children play and have a picnic. The great thing is it doesn’t cost us any money either”

Llantwit Major Mum

Midwell



Stradling Park



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 2024/25 were awarded to:-

- Llantwit Major Christmas Illuminations Committee
- Llantwit Major 10K Committee
- Llantwit Major Chamber Music Festival
- Early Voices
- Llaniltud Fawr in Flower
- 1st Llantwit Major Scouts Group
-
- The Town Council ran a successful Remembrance Parade and Service event for the town.

The Town Council purchased a Santa Sleigh and gave up their free time over a week to drive the Sleigh around the town giving adults and children the chance to see Santa (free of charge).

- 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 Connect, 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, Councillor Dr Peter Dickson chosen charities . He has raised so far £???? for this charity during his term in Office.
- The Town Mayor held a Civic Service in September 2025 which highlighted the musical talents of Llantwit Major.
- The Town Council give 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 Historical Society.
- A successful Food and Drinks Festival was held in June 2024 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.
- Working with all organisations (demographics) of the town towards producing a Place Making Charter for Llantwit Major.
- Working with St Donats College / Local Schools/ Local Nature Partnership and local Gardening enthusiasts at developing Stradling Park Community Garden .
- Art classes ran in the Town Hall and Old School.
- Open Day sessions held to encourage the community to develop and maintain Stradling Park Community Garden.
- Cinderella Pantomime ran for the children / adults of our community in Llantonian Hall. Tickets were only charged at £5 per person.

- Bro Radio fully established as a Llantwit Major base for the radio station.
- Held a D Day celebration around the Cenotaph with a Fish and Chip Supper to commemorate the 80th Anniversary including Music and Pottery.

What we think we could do better

- Continue to support inclusive play equipment when upgrading play equipment.
- Use the Placemaking Consultation results to work with the Community and provide and promote potential new projects/developments for the town.
- 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.
- 6 Grants were handed out to local organisations.

What was said about us

" I'm a local artist and I tutor illustration courses at the Old School in Llantwit Major. Room hire is very reasonable which means that I've been able to offer the courses at a very low price. Access to the workshops is possible for most adults and as a consequence I have a full age demographic from young adults through to those who have retired. This is something that is not readily seen in courses run by the Vale or in local art groups and clubs.

The facilities at the Old School are great for us. We have a small kitchen area so we can make teas and coffees and the room is just right for groups up to 18 people. The courses on Tuesday mornings and Monday evenings have been really well attended with many attending now for over a year. People have gained from the opportunity to work together and form firm friendships. They have all developed as artists.

The Town Council staff are all very approachable and accommodating and I've really enjoyed working with them and running these courses."

Martin Kaye Art Class

“The Mayor of the Council is the President of the Twinning Committee and the Council includes Funds in its Annual Budget to allow the Mayor to take part in twinning visits and to provide a formal reception when French visitors come to our town. The Town Twinning value the support of the Town Council to enable them to continue their links with our twinning friends in Le Pouliguen”

Town Twinning Committee Member

Carols with the Councillors



D Day



Llantwit Major of Cohesive Communities

What we did well

- Our Buildings provide a base for multiple organisations / groups for our town. This includes a Nursery, Art Groups, Bro radio Studio, Age Connect, Line Dancing, Yoga Tai Chi , History Society, Horticultural Society, Birthday Parties, Wedding Services and Receptions as well as a venue for the Town Council for Meetings.
- Hearing loops are installed in the Council Chamber and Llantonian Hall 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 'Aladin' 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 2024.
- A Civic Service was held for the Mayor (Councillor Dr P Dickson) in September 2024. 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 (1 wedding in Council Chamber and 2 Receptions in 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 and affordable rates.
- Hybrid Meetings available for all Council Meetings adhering to Welsh Government Regulations. Permanent WIFI available in all our Buildings.
- The Town Council continue to use website/social media platforms/Half Yearly Newsletters and Notice Boards to publicise Council and Community News and Events.
- The Town Council are working to adopt Llantwit Major Place Making Plan.. Council working to try to bring our community and organisations together, to improve cohesiveness.
- The Town Council continue to look at ways to assist businesses to promote footfall and tourism our town.
- Provide a Community Garden for our town and open spaces that have Field in Trust status to improve the wellbeing of our residents and encourage inclusiveness and diversity.
- Placemaking has identified areas of our town for improvement. What residents want for the future of the town. The Council can use this to focus on future project plans.

What we think we could do better

- Continue to promote what the Town Council does (i.e., Councils policies and projects). Increase profile through Multi-media social network sites. Also look at alternative social media sites to further advertise the Town Councils roles and responsibilities (e.g., Twitter/Instagram).
- Keeping 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. Placemaking can be further utilised to bring sporting groups/children groups of the town together.
- To continue to find alternative Grant /Funding opportunities 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 2024/2025 was set at £317,856, which equated to a Council Band D being £72.50, an increase of £6.70 from the previous financial year
- We have increased again the number of Hirers and revenue on Town Council facilities for the financial year 2024/25.

What was said about us:

“We worked closely with the Town Council over a few months to develop a Placemaking Plan for Llantwit Major, and it was such a positive experience! We were welcomed to the town and shown around with such enthusiasm and learned so much about the town by spending time walking around together and discussing ideas. The Town Council also conducted extensive engagement with the local community through various events, surveys and focus groups, which all provided invaluable local insights to inform the plan. There seems to be a deep appreciation of the town and a desire and energy to make it an even better place”.

Studiomyco

"I love the Digital Notice Board in the Precinct. I can find out all that's happening in the town. I haven't lived here very long and help found it really useful"

Resident re notice board

Mayors events undertaken during his year in Office



Food festival



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 organised a D Day celebration for the town with a Fish and Chip Supper and music and poetry.
- The Civic Service combined a formal Service with the Mayor and Consorts love of classical music/singing.
- 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 house 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 bell/chime 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 are 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.

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 2024.

What was said about us:

“ On behalf of the Llantwit Major Branch of the Royal British Legion I would like to thank all the members of Llantwit Major Town Council for their continued support throughout this past year in organising and carrying out their duties to ensure all functions to support the Nation and the Royal British Legion have delivered over and above that expected by the general public. It shows the professionalism and integrity of all the Councillors and staff who have assisted during this year”.

Kind Regards

Peter Doherty MBE

Branch Chairman Royal British Legion

“I've listed below the ways in which Llantwit Major Town Council helps Llantwit Major Local History Society (LMLHS) with its activities.

Facilitating our hiring of the Archive Room and our monthly hiring of Llantonian Hall. Prompt response to any maintenance issues with these buildings.
 Assisting with publicity, including use of the digital poster.
 Production and maintenance of the Blue Plaques on important historical sites around the town.
 Helping with displays and exhibitions.
 Access to properties in order to undertake historical research and recording.
 Preservation of important historical documents and artefacts, for instance cemetery records.
 Our society greatly appreciates the support that the Town Council and its office give to LMLHS.
 We have found that the Town Council staff are very responsive to any requests we have and have always been proactive in helping us to solve any problems”.

Kind regards,

Sue Pattinson (Secretary LMLHS)

Remembrance Day



Chamber Music Concert



A Global Responsible Llantwit Major

What we did well

- The Town Council at present have 110 Allotment Plots on their Llanmaes Road Allotment Site. 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 waiting list at present is down to 6 people.
- 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 are working to maintain and develop Stradling Park as per the Town Council Biodiversity policy. Work continues on the Stradling Park Community Garden to provide an accessible, inclusive, environmentally friendly area for the town. Encouraging the town to be globally responsible and assist with achieving the Town Council objectives towards Project Zero.
- Working Group set up to develop the Stradling Park Community garden to encourage health and wellbeing and create an environmentally, bio diversity area.
- The Town Council is working with the Vale of Glamorgan Council on the way forward to achieve their and our towns 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 continue to review all TPO Planning Application requests within our town. Although not technically part of Town Councils 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 are 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 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.
- Looking to apply for a grant to install a recyclable Boardwalk to join West Street Pond to Midwell.
- 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.
- Maintaining the small orchard of Welsh fruit trees in Stradling Park.
- The Town Council have banned Bonfires at the Allotment Site to help protect the environment.

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 is over 110 Allotment Plots and now only 6 people on the waiting list for an Allotment
- West Street Pool has over 5 species of wildlife around and inhabiting the pond.
- Over 10 Welsh fruit tree species are planting in Stradling Park.

What was said about us:

"I have recently acquired an allotment plot in Llantwit Major, and I am absolutely delighted with the opportunity it has provided me and my family to enjoy quality time outdoors. I have a passion for cooking and our allotment is enabling me to teach my son the importance of looking after and nurturing our natural surroundings. It is also affording us, as a family, a much-needed break from computer screens, phones, and tablets, allowing us the chance to reconnect with one another in a gorgeous environment. Fellow plot owners have been incredibly forthcoming in sharing their hints, tips, and even equipment. In just three months of occupancy, we have come home with various produce from kindly neighbouring plots, and my mother has enrolled in the horticultural society to further her passion and skills. In short, in the three months we have acquired and rented our plot, we have had nothing but joy out of it and we are looking forward to the summer months where we can harvest and enjoy the spoils (and hopefully fruits) of our work."

Allotment Holder

"Stradling Park use to be a mess full of rubbish and overgrown. Now I walk my dog through a well-kept area. Really enjoy seeing the small fruit orchard growing along the path way. People taking far more pride in this area now"

Llantwit Major Resident**Stradling park**

Allotment



A COMPETENT LLANTWIT MAJOR TOWN COUNCIL

Within the Welsh Governments 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 2 years – sound financial management and internal control systems.

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

- 13 members were elected by an ordinary election held in May 2022 and 1 co-opted Member in February 2025 following a Councillors resignation in December 2024
- 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 2024 under First Aid Training in the workplace and other relevant training courses in relation to their job requirements.
- Thirteen 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 is undertaking her APLH Licensing Course.

Our Llantwit Major – Our Future

In Chapter 1 to 8 of the Annual Report has 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 Place Making 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 Councils role with all demographic areas of our community..
2. The Town Council have representatives sitting on external groups including local schools, Friends of Heritage Coast, Pubwatch, Health and Social Care Committee etc.
3. The Town Council provide Grants to assist with funding local organisations (e.g., Llantwit Major Christmas Illuminations Committee, 1st Llantwit Major Scouts Group) to continue to provide a service to the community.
4. Town Council continue to support many local organisations including Age Connect, Llantwit Major Dementia Friends, Town Twinning Committee, Llanilltud Fawr in Flower, the Tennis Club, Bowls Club and Rugby Club to assist with their continuation and further development.
5. Representatives from the Town Council sit on Vale of Glamorgan Community Liaison Committee.
6. We are continuing to develop and build Stradling Park Community Garden. Working with individuals and groups in creating a garden for the community and surrounding areas.
7. Town Council actively put on more events/community activities for Llantwit Major and the Vale. Including a 2024 Food Festival, A Remembrance Day Parade in November 2024, Santa Sleigh Ride in December 2024, D Day celebrations and a Aladin Pantomime in January 2025.

What will take longer to achieve?

1. Getting the Place Making Plan adopted for our Town. Thus, enabling the Town Council to apply for grants in future years to fund projects for the town. To utilise the place making themes and ideas that have been highlighted within the plan. To 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 the process of liaising with Vale of Glamorgan Council towards 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 Town Hall). 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.

What will success look like in 2026?

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. Place Making Plan adopted for Llantwit Major and project proposals started to be actioned.

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 in September. Provide the Town Hall as avenue for the registration and start/finish area.
4. Continue to support and assist Llantwit Major Tennis Club in increasing their membership and sustainability within the town.
5. Purchased a new piece of play equipment for the Recreation Play Park. Where possible look at possible incorporating inclusive play equipment in our open spaces. 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., 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 110 Allotment Plots at very low rates for residents of the Town. The average price of an Allotment plot for a year in 2024 was £26.73 this includes water rates and general maintenance and cutting of the paths by the Town Council.
9. Hearing loop installed in the Council Chamber and Llantonian Hall to assist those with hearing difficulties.
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. Continue to source Grants/Funding opportunities for events/equipment and for the development of Midwell/West Street Pool.
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 support an Art Group be offering reduced rates at the Old School.

18. The Town Council assisted various local organisations with Grants/ Funding.
19. Provided opportunity for musical groups to perform on stage at the Food Festival held in June 2024.
20. Provided short-term hiring facilities for Llantwit Major School so they can provide specialist teaching for children at offsite locations.
- 23 Bro Radio have a permanent base in Old School to broadcast their radio shows from.

What we can start doing today?

Due to the economic climate essential the Town Council continue to source Grant and Fund opportunities to provide additional services and community events for our town. Important funding will need to be found as there will be limited money available in the 2025/26 budget if new projects are to be undertaken.

The Town Council look how to improve our town and tackle inequalities within our community. Use the Placemaking Plan to see what residents want for their town. What has been highlighted as important for residents to improve equality / services for Llantwit Major.

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

Look into the newer platforms (i.e., Twitter/Instagram/UTube) to promote the Town Council 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 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 aged 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, girl's 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 well-being for children and parents.
8. Town Council provide more activities/events for children, encourage use of our Town Council facilities and develop better communication links with schools/children groups. Find out what they want in their community to help them get a better start in life.

What will success look like in 2026?

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 well-being.
3. The responsibility and maintenance of Stradling Park Community Garden to be passed over to the residents/community of Llantwit Major. They work to continue to create a sustainable environmental area for our future generations.
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

As a Town Council must collectively take action to protect, enhance and value our environment for now and future generations, ensuring as a town and Vale we are globally responsible.

What we do now?

1. Building Stradling Park Community Garden so it is 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 fair trade 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 continue to run 110 Allotment Plots, providing opportunities for residents to grow their own fruit and vegetables. There is in 2025 a waiting list of 6 people.
5. The Town Council continue to maintain the towns 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 clean and maintain West Street Pool to provide a healthy environment for the fish ,wildlife and plant life that reside in this pond.
7. The Town council continue to clear and plant trees at the Midwell site which runs down into West Street Pool.
8. The Town Council and community groups continue to plant trees and hedgerows on Town Council open spaces to enhance our environment.
9. Continue to support Llantwit Major Fairtrade organisation.
10. Continue to create and maintain wildlife/flower areas around the towns (i.e., Wildflower beds, formal flower beds around the Cenotaph, outside our historic buildings and by Llantonian Hall).
11. Bird and Bat Boxes maintained in Stradling Park.
12. The Welsh Fruit trees planted in Stradling Park are continued to be nurtured since planted in 2023.

What will take longer to deliver?

1. The Town Council continue to work with various organisations to fulfil environmental projects for the Town. (e.g., working with the Fair-Trade Committee and with businesses to continue to promote a Plastic Free Trade).
2. The Town Council continue to work with Local Nature Organisations in the development of Stradling Park and their open spaces.
3. Continue to look at projects to assist both with tourism and help the environment

4. Continue to maximise the benefit of our environment by continuing to promote our town as a place to visit. Continue 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 need to develop stronger links with Businesses and local/national organisations to further promote and build our town status.
5. Further investigate bio-diversity fuels for Llantonian Hall to assist with making our town Eco Friendly in coming years for the next generation.
6. Continue to adapt the Town Council assets to maximise their potential for community use as well as an environmental resource.
7. 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 2026?

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. Continue 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.
5. Create Stradling Park as a wildlife park, creating wildflower areas and walkways encouraging biodiversity back to the area and thus improve the well-being and environment of this part of town.
6. Where possible look at biodiversity fuels/ solar panels for Town Council non listed buildings.
7. Look at battery operated vehicles/tools when purchasing new pieces of equipment, vehicles for the Town Council.

Way forward

2024/25 has yet again been a busy and challenging year for the Town Council.

We are still in negotiations with the Vale of Glamorgan Council re the asset transfer of the public toilets and car parks in the town. The Town Council have had to part increase their annual budget to have some reserves in place if this transfer if/when this transfer of services takes place. Also, the 2025/26 budget has had to account for the ever-increasing financial costs of Insurance, Utility Services and materials/labour costs which has added to the Town Council having to take the difficult decision to increase its Precept by £6.70, thus resulting in Household Band D rate set at £72.50 for the next financial year.

Undertaking Placemaking throughout 2024/25 has increased the Town Council workload however provided valuable insight into what the residents of Llantwit Major want for their town. We have found the process of consultations/workshops/meetings really informative. We created a good working relationship with the Vale of Glamorgan Council Place Making Team and Studiomyco to create a Placemaking Plan for our town that will provide an excellent working document to use to apply for Grants and to further develop the town in years to come.

As a Town Council as well as maintaining our assets (e.g. community Buildings, parks, Cemetery, Allotments etc) and undertaking our Town Council duties we have still managed to provide and support additional events for our town including:

Town Mayor Civic Service, Food Festival, Remembrance Day, Pantomime, Santa Sleigh around the town, D Day Celebrations

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 towns ward boundary. Town Councillors have listened to their constituents as well as Planning Guidelines and Legislation when determining their comments on these ongoing Applications.

Also following the resignation of Gwyn John from the Town Council in December 2024 a new Councillor , Councillor Dr Lesley Hallan, was coopted onto the Town Council in February 2025.

The Town council will continue to work hard over the forthcoming year to listen to our residents, maintain and develop the Town Council facilities and to continue to strive to reach their overall goal of '***working to enhance our community***'.



Llantwit Major Town Council Newsletter

November 2024 Edition

Address: Llantwit Major Town Hall, Llantwit Major, Vale of Glamorgan, CF61 1SD

Email: info@llantwitmajortowncouncil.gov.uk Telephone: 01446 793707

Llantwit Major Town Council Ongoing Projects

Town Hall Lift

A Planning Application was approved on 2023/00436/FUL to install a new internal lift in the Town Hall following consultations with the Architect, Heritage and Conservation Officers.

The lift installation would make the Town Hall an inclusive building for everyone to use and hire.

The next phase of the Project is to obtain Quotations for the purchase, installation of a lift and renovation work to the Town Hall Building to incorporate the new lift.

Once Quotations have been sought the Town Council can look at applying for Grants to assist with funding this Project.

This Project would provide the means for the Town Council to continue to maintain this historic building for future generations.

Stradling Park Community Garden

Last year the Town Council successfully secured a Grant from the Lottery Fund to develop a Community Garden with the help of local volunteers in Stradling Park. The Plot has been levelled, fencing erected around the Garden and accessible pathway laid that is suitable for wheelchairs /mobility scooters using the site.

Plans are now underway to hold regular Open Days, encouraging residents to come along to help with the next phase of the project.

Plans include:

- Installing a Metal Shed on the site
- Erecting a poly tunnel
- Building and planting raised beds
- Creating a sensory Garden
- Creating a wet/wildlife area
- Undertaking workshop for the community (both young and old) encouraging groups to use the Garden for education and improve their wellbeing

If you would like to help or want to know more about the Community Garden please call the Town Hall Office on 1446 793707.



West Street Pond/ Mid Well

Last year a grant and permission were obtained to clear the overgrown area of vegetation up to Midwell, this has now been completed.

The next stages of the project are:

1. Removal of trees next to Midwell due to ash dieback
2. Rebuild of Midwell, wall and associated ironworks
3. Installation of boardwalk
4. Reintroduction of wildlife and natural species

These stages are all subject to obtaining grant funding and would be in the region of £40,000, although costings for points 1 and 2 still being sought.

A lectern is going to be installed on site in the near future which will give details on the history of Midwell and inform residents of our plans for the area, including a QR code so they can log on and register their interest in the project and to gain their views on whether they are for or against project, plus any ideas going forward that will assist with grant application.



Picture of Midwell donated from the History Society

Each year the Town Council awards small Grants to many local organisations in the Town. In the past we have supported the Boys Brigade, Rainbows, Netball Club, Women Institutes, Parkinsons Club, Vale Plus, Ladies Choir, Scout Group and many more. Applications are welcome all year round and are considered in early January.

Please contact us for an application form.

Larger grants are considered for charitable events in the Town, and the Town Council are proud that they have supported the Llantwit Major 10K Committee from the very beginning. We also contribute yearly to the Christmas Illuminations in the Town. Each year those installing the Christmas Illuminations have been awarded a Grant to ensure the Town has its display for the festive period.

There are many wonderful, hardworking voluntary groups and organisation in the Town, and we would like to thank them for all the work they do to ensure Llantwit Major continues to be the friendliest, community spirited Town to live. Diolch!

Allotments

The Town Council have over 111 Allotment Plots on the Llanmaes Road Allotment Site. Plots vary in price from £10 to £60 a year. At present there is a waiting list for people wanting to own a plot and grow their own fruit and vegetables. If you are a resident of the town and would like to be added onto the waiting list (waiting time at present is approximately 12 to 18 months) please contact the Town Hall Office for an Allotment Application Form.

Mayors Civic Service



On Sunday 13th October 2024 the Town Mayor, Councillor Dr Dickson, held his Civic Service in St Illtud's Church followed by a Reception in Llantonian Hall. Guests were entertained with wonderful performances from the Fountain singers and St Donats Chorale. Donations were made to the Mayors chosen charities, 'The Restoration of the Towns Historic Samson Well' and the 'St Donats Branch of the National Coast Watch Institution'.

Upcoming Town Councils Diary for November 2024

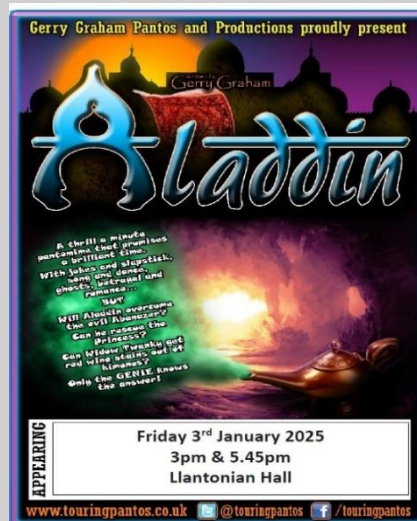
30th November 2024 – Llantwit Major Christmas Light Switch On.

December 2024

22nd December 2024 – Carols with the councillors around the Cenotaph

January 2025

Aladin Pantomime in Llantonian Hall 3rd January 2025



Public Toilets and Town Hall Car Parks

Following lengthy negotiations with the Vale of Glamorgan Council the Town Council have agreed in principle to take over the responsibility for the public toilets and 3 car parks within the Town. Some of the discussions that centred around taking over the ownership were the existing problems with the:

- Drainage issues at the bottom end of Boverton Road car park
- Condition of the surface of the Town Hall car park
- Lack of lighting within Town Hall car park
- Fenced area within Old School car park – overgrown vegetation and damaged wall

Works have been undertaken by the VOGC to clear the vegetation behind the fenced area within Old School. The Town Council have ensured that the Vale of Glamorgan Council will resurface and line the Town Hall car park as part of the takeover agreement.

We have also negotiated for the Vale Council to install street lighting in the Town Hall Car Park to increase the safety for the residents and visitors to our town.

Hire the Town Council Buildings for your Wedding

For the last few years couples can get married at reasonable costs in the heart of Llantwit Major town. There are also opportunities now to get married in the outside area in front of the Council Chamber, Old School. The Town Council now have a canvas and inflatable marquee available for hire at rates of £50.00 per day.



Hire of Old School (south annexe and Council Chamber) and Town Hall for Friday, Saturday and Sunday. Deposit required of £50 minimum and £120 bond in case of damages.

Resident Llantwit Major

Hire of Council Chamber for wedding only - £300

Hire of Town Hall for wedding reception only - £450

Outside Llantwit Major

Hire of Council Chamber for wedding only - £400

Hire of Town Hall for wedding reception only - £600

* Resident is defined as someone on the electoral role of Llantwit Major and contributing towards Council Tax. This must be one of the persons getting married.

Town Council Rooms for Hire

SESSION; UP TO THREE HOURS – MORNING, AFTERNOON AND EVENING – THREE SESSION PER DAY

TOWN HALL

Per session	£45.00
Charitable organisation	£25.00
Regular booking	£22.00 a session

HERITAGE CENTRE

Per session	£20.00
Regular booking	£10.00 a session

LLANTONIAN HALL

Per session	£55.00
Charitable organisation	£30.00
Regular booking	£25.00 a session

OLD SCHOOL

Room B	
Per session	£18.00 per session
Regular booking	£18.00 per session

Compass Building

Per session, per room	£25.00
Per session, both rooms	£40.00

Room 1 OR Room 2

Regular booking	£18.00 per session
Both rooms	
Regular booking	£30.00 per session

NOTE

* All party bookings will be subject to a breakages deposit of £60 returnable if the premises are found to be in a satisfactory condition by the Caretaker. If urgent cleaning is necessary, costs will be deducted from the Deposit, together with the deductions for any damage incurred.



