

18th July 2025

Dear Councillor,

You are invited to attend a Full Town Council Meeting to be held in the Council Chamber, Old School or remotely on Thursday 24th July 2025, no sooner than 7.05pm, for the purpose of discussing the following business.

Yours faithfully,



Mrs. R. Quinn
Town Clerk

Members are asked to note the time of the meeting. Prayers will be said prior to the meeting for those wishing to attend. Login is by following the Zoom Meeting

<https://us06web.zoom.us/j/6263333873?pwd=OG40RmNUTkM3cWsrQmFoY1gyd1FiUT09&omn=84695729811>

Meeting ID: 626 333 3873

Passcode: LMTC123

AGENDA

To receive apologies

To receive Councillors Declaration of Interest and the nature of such interests under the Councils Code of Conduct

(Note: Members seeking advice on this item are asked to contact the Town Clerk at least 24 hours prior to the meeting)

To receive minutes of Full Town Council Meeting held on 26th June 2025

Separately attached

To receive minutes of Stradling Park Community Meeting held on 19th June 2025

Separately attached

To receive minutes of Allotment Sub Committee Meeting held on 26th June 2025

Separately attached

To receive minutes of Footpath Forum Meeting held on 7th July 2025

Separately attached

To receive minutes of the Stradling Park Committee Meeting held 15th July 2025

Separately attached

To receive minutes of Planning Committee Meeting held on 17th July 2025

Separately attached

To receive minutes of Allotment Sub Committee Meeting held on 17th July 2025

Separately attached

PUBLIC QUESTION TIME

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

SIGNING OF MINUTES

- 1) Signing of Minutes of previous Meeting

TOWN MAYOR

- 1) Town Mayors events attended 1st July 2025 to 31st July 2025
Refer green sheet nos: 1 & 2
- 2) Questions to the Town Mayor (if any)

COMMUNITY CONSTABLE

- 1) To receive Community Constables report

COUNCIL MEETINGS

PROCEDURAL MATTERS

- 1) Members Announcements
 - (i) Report from Town Clerk
Verbal Update Town Clerk
 - (ii) Policy/Procedure on Verbal Reports brought to Meetings by Vale of Glamorgan Councillors
Report from Vale Councillor
Refer green sheet nos: 3 & 4
Verbal Update from Vale Councillor
- 2) Action Tracker
Refer green sheet nos: 5, 6, 7, 8 & 9

FINANCE

- 1) Bank Reconciliation for period 1st April 2025 to 30th June 2025
Refer blue sheet no: 1
- 2) Bank Reconciliation for period 1st June 2025 to 30th June 2025
Refer blue sheet no: 1
- 3) Income for period 18th June 2025 to 15th July 2025
Refer blue sheet no: 2

- 4) Expenditure for period 18th June 2025 to 15th July 2025
Refer blue sheet nos: 3, 4, 5, 6

DEVELOPMENT

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

RECREATION AND OPEN SPACES

- 1) To discuss email dated 1st July 2025 from Councillor J Lewis re visit of trees overhanging residents greenhouse.
Refer white sheet no: 1
- 2) To discuss email dated 31st July 2025 sent from resident regarding Stradling Park trees, alongside emails from Vale of Glamorgan Council
Refer white sheets nos: 2 to 7
- 3) To discuss letter from Avonmore Associates dated 15th July 2025 re bowling green maintenance
Refer white sheet nos: 8, 9, 10 & 11

STRADLING PARK

- 1) To note email dated 15th July 2025 re finalising Stradling Park Community Garden Project Grant
Refer white sheet no: 12

OLD SCHOOL

- 1) To discuss agenda brief regarding purchase of chairs of Wedding Ceremonies
Refer white sheet no: 14

CEMETERY

To note the following burial matters.

- 1) Burial of Peter Morgan Evans (reopen plot) K4 on 8th July 2025
- 2) Burial of cremated remains Robert Hicks (reopen plot) E178 on 17th July 2025
- 3) To discuss email dated 25th June 2025 re Commonwealth War Graves Commission signs
Refer white sheet no: 13

VALE OF GLAMORGAN COUNCIL

- 1) To discuss email received from Vale of Glamorgan Council dated 7th July 2025 re feedback on Annual Self Assessment Report
Refer yellow sheet nos: 1 & 2
- 2) To discuss update re Heads of Terms for Transfer Assets
Refer yellow sheet no: 3
- 3) To discuss email dated 17th July 2025, regarding vocational building projects for learner in Llantwit Comprehensive School
Refer yellow sheet no: 5
- 4) To discuss possible launch of Placemaking Report
Refer yellow sheet no: 6

WELSH GOVERNMENT

- 1) To discuss email from Chief Planner of Vale of Glamorgan Council re Draft Planning (Wales) Bill.
Refer yellow sheet no: 4

MISCELLANEOUS

- 1) To discuss email dates 29th June 2025 re Llantwit Major Town Twinning Association Visitors from Le Pouliguen
Refer peach sheet no: 1
- 2) To discuss Report from Councillor D Ellis dated July 2025 re Station Planter and Surrounding Area
Refer peach sheet no: 2
- 5) To discuss email dated 27th June 2025 re Tidy Wales Awards 2025
Refer peach sheet no: 3
- 6) To discuss email dated 9th July 2025 from Councillor P Dickson re state of BT/Openreach building
Refer peach sheet no: 4
- 7) To discuss email dated 8th July 2025 from Royal British Legion re VJ Celebrations
Refer peach sheet no: 5

PART II

THE PUBLIC AND PRESS MAY BE EXCLUDED FROM THE MEETING DURING CONSIDERATION OF THE FOLLOWING ITEMS IN ACCORDANCE WITH PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960 (2)

Personnel

- 1) Town Clerk to verbally report re Deputy Town Clerk (DH)