

Minutes of the Hybrid Meeting of Llantwit Major Town Council held in the Council Chamber, Old School and remotely via zoom on Thursday 26<sup>th</sup> June 2025 at 7.05pm

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

PC Jamie Williamson  
Rhian Bostanci

Note: (Z) - Remotely by Zoom

Apologies were received from;  
Councillor G Morgan – prior commitment,  
Councillor P Dickson – illness.  
Councillor J Norman – family commitments.

Declaration of Interest Forms were received from:

Pursuant to the requirements of this Councils Code of Conduct, Councillor W Norman declared a prejudicial interest under Old School, Item 1 – To discuss proposal from Llantwit Major History Society re moving locations at the Old School.

Pursuant to the requirements of this Councils Code of Conduct, Councillor David Powell declared a prejudicial interest under Old School, Item 1 – To discuss proposal from Llantwit Major History Society re moving locations at the Old School.

Pursuant to the requirements of this Councils Code of Conduct, Councillor Sally Hanks declared a personal interest under Recreation and Open Spaces, Item 1 – To discuss email re trees at the southern end of Seaview Park and attached copy of Llantwit Major Town Council Policy.

Pursuant to the requirements of this Councils Code of Conduct, Councillor E Williams declared a prejudicial with a personal interest under Minutes of Allotment Sub Committee Meeting held on 28<sup>th</sup> May 2025.

Pursuant to the requirements of this Councils Code of Conduct, Councillor E Williams declared a prejudicial interest under Minutes of Planning Sub Committee Meeting held on 3<sup>rd</sup> June 2025.

Pursuant to the requirements of this Councils Code of Conduct, Councillor E Williams declared a prejudicial interest under Vale of Glamorgan Council, Item 2 To note the Heads of Terms documentation for potential transfer of assets of public car park and public toilets and update from Councillor Powell re refurbishment of Town Hall Public Toilets.

Councillor Deakin asked permission to bring forward Community Constable, To Receive Community Constable.

**RESOLVED:** That permission be given to bring forward Community Constable.

**568. ITEMS BROUGHT FORWARD  
COMMUNITY CONSTABLE**

**To receive Community Constable**

PC Jamie Williamson reported that there had been 35 crimes reported between the 30<sup>th</sup> May 2025 and the 25<sup>th</sup> June 2025. Crimes included 14 violent crimes (including domestic and minor assault), 1 dwelling burglary, 3 vehicle crimes, 5 public order, 2 criminal damage, 1 call for anti-social behaviour, 16 calls for concerns for safety.

Councillor Dr Ellis – reported an abandoned campervan with flat tyres parked on pavement in Heol Ger Y Felin. PC Williamson will investigate.

PC Williamson vacated the Council Chamber.

**569. MINUTES  
Full Town Council Meeting held 29<sup>th</sup> May 2025**

The minutes of the Full Town Council Meeting held on the 29<sup>th</sup> May 2025 had previously been circulated to Council Members.

**RESOLVED:** That the minutes of the Full Town Council Meeting held on the 29<sup>th</sup> May 2025 be adopted and accepted as a true record.

**Matters Arising**

There were no matters arising.

**Allotment Sub Committee Meeting held 28<sup>th</sup> May 2025**

Declaration of Interest received from Councillor E Williams.

The minutes of the Allotment Sub Committee Meeting held on the 28<sup>th</sup> May 2025 had previously been circulated to Council Members.

**RESOLVED:** That the minutes of the Allotment Sub Committee Meeting held on the 28<sup>th</sup> May 2025 be adopted and accepted as a true record.

**Matters Arising**

There were no matters arising.

**Planning Committee Meeting held 3<sup>rd</sup> June 2025**

Declaration of Interest received from Councillor E Williams, and therefore did not vote.

The minutes of the Planning Committee Meeting held on the 3<sup>rd</sup> June 2025 had previously been circulated to Council Members. A discussion took place with regards the plenary powers of the Planning Committee and the correct procedure for submitting planning observations on behalf of all Town Councillors.

**RESOLVED:** That the minutes of the Planning Committee Meeting held on the 3<sup>rd</sup> June 2025 be adopted and accepted as a true record.

**Matters Arising**

There were no matters arising.

**Stradling Park Committee Meeting held 19<sup>th</sup> June 2025**

Unfortunately the Stradling Park Committee Meeting Report had not been uploaded to shared drive, defer acceptance to July Full Town Council meeting.

**570. PUBLIC QUESTION TIME**

No Members of the Public wished to speak at the Meeting.

**571. SIGNING OF MINUTES**

**Signing of Minutes of Previous Meeting**

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

**572. TOWN MAYOR**

**Town Mayors events attended 1<sup>st</sup> June 2025 to 30<sup>th</sup> June 2025**

Councillors had previously been circulated with the Town Mayor events attended 1<sup>st</sup> June 2025 to the 30<sup>th</sup> June 2025. Noted.

**Deputy Town Mayors events attended 1<sup>st</sup> June 2025 to 30<sup>th</sup> June 2025**

Councillors had previously been circulated with the Deputy Town Mayor events attended 1<sup>st</sup> June 2025 to the 30<sup>th</sup> June 2025. Noted.

**Questions to the Town Mayor**

There were no questions to the Town Mayor.

**573. COUNCIL MEETINGS**

**Meetings for Month of July 2025**

Councillors had previously been circulated with Meetings for the Month of July 2025. Change of Full Town Council Meeting from 31<sup>st</sup> July 2025 to 24<sup>th</sup> July 2025. Noted.

**RESOLVED:** Full Town Council Meeting date be moved from 31<sup>st</sup> July 2025 to 24<sup>th</sup> July 2025.

**574. PROCEDURAL MATTERS**

**Members Announcements**

No announcements.

**Report from Town Clerk**

The Town Clerk informed Councillors that the office would be partially closed on Monday 30<sup>th</sup> June 2025 due to short staff, additionally a long term hire of the Compass Building for a potential military academy for 14 to 16 year olds had been agreed.

**Report from Vale Councillor**

Councillor Williams confirmed that a Water Park, including inflatable slides, was being installed in Cosmeston Park this week. Llantwit Major Placemaking Report was well received by the Cabinet. Community liaison – change of boundaries. Welsh Local Government Association – social care funding – Vale Office’s lobbying Welsh Government on social and education budgets.

**Action Tracker**

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

**To discuss Place Invitation to take part in the Bro Tathan Public Art Steering Group**

Councillors had previously been circulated an email dated 9<sup>th</sup> June 2025 from Simon Fenoulhet of Bro Tathan Public Art Steering Group inviting a representative from the Town Council to sit on their Steering Group.

**RESOLVED:** That Councillor Dr Hallan nominated to sit at the Bro Tathan Public Art Steering Group.

**575. FINANCE****Bank Reconciliation for period 1<sup>st</sup> May 2025 to 31<sup>st</sup> May 2025**

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1<sup>st</sup> May 2025 to 31<sup>st</sup> May 2025. Noted.

**Expenditure for the period 23<sup>rd</sup> May 2025 to 18<sup>th</sup> June 2025**

Councillors had previously been circulated with a copy of the Expenditure for the period 23<sup>rd</sup> May 2025 to 18<sup>th</sup> June 2025. Noted.

**Income for the period 23<sup>rd</sup> May 2025 to 18<sup>th</sup> June 2025**

Councillors had previously been circulated with a copy of the Income for the period 15<sup>th</sup> April 2025 to 22<sup>nd</sup> May 2025. Noted.

**To discuss Statement of Accounts, Annual Return and Internal Auditors Report 1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2025.**

Councillors had previously been circulated with a copy of the Statement of Accounts, Annual Return and Internal Auditors Report for the period 1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2025.

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

**To note letter and comments from Auditor General for Wales, Audit Certificate and report for the year ended 31<sup>st</sup> March 2024.**

Councillors had previously been circulated with letter and comments from Auditor General for Wales, Audit Certificate and report for the year ended 31<sup>st</sup> March 2024. Noted.

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

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

577. **RECREATION AND OPEN SPACES**

**To discuss email regarding trees at the southern end of Seaview Park and attached copy of Llantwit Major Town Council Tree Management Policy.**

Councillor Hanks declared an interest.

Councillors had previously been circulated with an Email from a resident dated 25<sup>th</sup> May 2025 regarding trees overhanging their property from the southern end of Seaview Park.

**RESOLVED:** Councillor Lewis to go to see the tree and report back findings to the Town Clerk. The Town Clerk to then write to resident with findings and include a copy of the Tree Management Policy.

**To discuss Open Spaces Application by Llantwit Major Rugby Club regarding Party on the Pitch event 24<sup>th</sup> August 2025.**

Councillors had previously been circulated Open Spaces Application from Llantwit Major Rugby Club regarding Party on the Pitch. Concerns raised by Pubwatch over the maximum people attending always being exceeded, the safety of people after the event, lack of stewards and bouncers. Pubwatch reiterate procedures required by licensing and local police and requested we include these in our letter back to Llantwit Major Rugby Club.

**RESOLVED:** That the Town Council agree to Party on the Pitch provided that the recommended proposals by South Wales Police Licensing Team are adhered to.

**To discuss fixtures for Vale Vultures Rugby League and keeping barriers around pitch 1 during summer months.**

Councillors had previously been circulated with email dated 30<sup>th</sup> May 2025 regarding the fixture list of Vale Vultures Rugby League and requesting permission to leave the barrier around Pitch 1 during the summer months.

**RESOLVED:** That permission be given to keep barriers around pitch 1 and noted fixtures of Vale Vultures Rugby League.

**To discuss monthly/quarterly Play Area Inspections for 2025/26.**

Councillors had previously been circulated an Email dated 4<sup>th</sup> June 2025 from Gareth Scott Playground and Landscaping Officer of the Vale of Glamorgan Council regarding monthly and quarterly inspections.

**RESOLVED:** That permission be given to proceed with this at a cost of £55.00 per visit.

**To discuss Agenda Brief and Tenders for resurfacing the roadway leading into Llantwit Major Allotment Site.**

Councillors had previously been circulated with Agenda Brief and Tenders quotes for resurfacing works to the allotments.

**RESOLVED:** That permission be granted to accept the Tender from Centregreat at a cost of £6,943.79 plus VAT.

**Further**

**RESOLVED:** That works be paid from the reserve balance account.

327.

**To note and accept Stronger Communities Grant Fund Funding letter 2025/26 re water column tapes and connections at Stradling Park Community Garden and Llantwit Major Allotment Site and Agenda Brief re match funding.**

Councillors had previously been circulated with Agenda Brief and costings for water taps and connections at Stradling Park Community Garden and Llantwit Major Allotment Site, following our successful application for a Stronger Communities Grant in the sum of £8,082.31.

**RESOLVED:** That the Town Council match fund this project in the sum of £1,616.46 which is 20% of project.

**Further**

**RESOLVED:** That the monies be taken from the reserves for match funding towards grant projects.

**To discuss Agenda Brief and successful All Wales Play Opportunities Grant Capital Funding for Play Spaces and Playgrounds 2025-26 for installation of an inclusive seesaw in the under 10's Play Park.**

Councillors had previously been circulated with Agenda Brief and letter from Vale of Glamorgan Council confirming funds have been secured from the Welsh Government All Wales Play Opportunities Capital Funding Stream, for installation of an inclusive seesaw in the under 10's Play Park in the sum of £21,765.00.

**RESOLVED:** That the Town Council match fund this project in the sum of £2,176.50.

**Further**

**RESOLVED:** That the monies be taken from the reserves for match funding towards grant projects.

**578. WEST STREET POOL**

**To discuss Agenda Brief and Application Form re match funding National Lottery Heritage Grant for refurbishment of Midwell and installation of a boardwalk to the site.**

Councillors had previously been circulated Agenda Brief and application for funding from the National Lottery Heritage Grant for works to refurbish Midwell and install a boardwalk leading from the pond up to Midwell. Application is ready to be submitted and costings finalised. Resolution required from which budget to take the 5% match funding from the Town Council.

**RESOLVED:** That permission be given to submit the Heritage Grant Application in the sum of £43,758.00

**Further**

**RESOLVED:** The Town Council match fund in the sum of £2,188.00 with monies coming from reserves towards match funding grant projects.

**579. CEMETERY**

**To note the following burial matters;**

- 1) Burial of Glyn Alun Fox (new plot) K20 on 30<sup>th</sup> April 2025
- 2) Burial of cremated remains of Sandra Delia Margaret Billett (reopen plot) A3 on 30<sup>th</sup> May 2025
- 3) Burial of cremated remains Christopher James King (reopen plot) E141 on 10<sup>th</sup> June 2025

**RESOLVED:** That approval be granted for the Exclusive Right of Burial Certificate to be issued and sealed on behalf of the Town Council in respect of matters 1.

**580. OLD SCHOOL**

**To discuss proposal from Llantwit Major History Society re moving locations at the Old School.**

Declaration of Interest received from Councillor Norman and Councillor Powell.

Councillors had previously been circulated a letter from the Local History Society dated 11<sup>th</sup> May 2025 and a copy of breakdown of income for Room E (archive room) and Rooms J & K (upper floor/Scouts office) regarding moving location within the Old School.

**RESOLVED:** That a meeting be arranged between the Local History Society, Councillor Foster and the Town Clerk to discuss further.

**581. VALE OF GLAMORGAN COUNCIL**

**To discuss cutting of footpath leading from the Old Vicarage to Dimhole (Church Lane)**

Councillors had previously been circulated with an email and received a verbal report from Councillor David Powell regarding footpath 10 (Church Lane) being overgrown.

**RESOLVED:** That a letter be written to the Vale of Glamorgan Council requesting clarification whether the maintenance of footpath 10 comes under the Rights of Way Team or Highways Department.

**To note the Heads of Terms documentation from potential transfer of assets of public car park and public toilets and update from Councillor Powell re refurbishment of Town Hall and public toilets.**

Councillor E Williams declared an interest.

Councillors had previously been circulated Heads of Terms for Boverton Road Car Park, Heads of Terms for Town Hall Car Park and Toilets, Heads of Terms for Wine Street Car Park and Heads of Terms for Boverton Road Toilet Block.

Councillor Powell gave a verbal report regarding the repairs to the toilet block in the Town Hall carpark, the Vale of Glamorgan Council have agreed to repair the damaged roof space by installing a lower safety ceiling level, refurbishing some of the toilets and giving them a deep clean. Concerns were raised that within the building survey the agreed repair works are detailed as a remedial option (short-medium term) 10 to 15 years, the Heads of Terms state lease length 99 years.

**RESOLVED:** That a letter be sent to Vale of Glamorgan Council raising the Town Council concerns and seek clarification as to which party is responsible for 'major repairs, failures and improvements in respect of structural failure to both buildings'.

**Further**

**RESOLVED:** Clarification be received regarding the electric supply to the streetlights and who's responsibility it is to pay for this as this is not mentioned in the Heads of Terms.

**To discuss update on potential Health Centre at Eagleswell Site.**

Councillors had previously been circulated with an Agenda Brief regarding the proposed Health Centre at Eagleswell Road site. Councillor Foster gave a brief verbal report.

**RESOLVED:** That a letter be sent to the Health Board and Jane Hutt MS asking for update regarding the possibility of a Health Centre on the Eagleswell Road site.

**582. MISCELLANEOUS**

**To discuss volunteers request to undertake one day’s community work**

Councillors had previously been circulated an email from Allianz dated 18<sup>th</sup> June 2025 stating they had approximately 10 volunteers who were prepared to complete community work for a day, if the Town Council had any projects they could be involved with.

**RESOLVED:** The Town Clerk to liaise with Vale Ways regarding the footpath cleaning at Church Lane.

**To discuss email invitation to Bridgend Samaritans Annual Meeting**

Councillors had previously been circulated an email from Bridgend Samaritans dated 6<sup>th</sup> June 2025 inviting a Town Council representative to their Annual General Meeting to be held on 10<sup>th</sup> July 2025.

**RESOLVED:** That the Town Mayor attend the Bridgend Samaritans Annual General Meeting 2025.

**SIGNED** .....  
MAYOR

**DATED** .....