

Minutes of the Hybrid Meeting of Llantwit Major Town Council held in the Council Chamber, Old School and remotely via zoom on Thursday 29th May 2025 at 7.05pm

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

PC Jamie Williamson

No Members of the Public were present.

Note: (Z) - Remotely by Zoom

Apologies were received from Councillor G Morgan – prior commitment

Declaration of Interest Forms were received from:

Pursuant to the requirements of this Councils Code of Conduct, Councillor Dr D Ellis declared a prejudicial interest under Town Hall, Item 1 - To discuss email received from Dementia Friendly Llantwit Major regarding free use of Heritage Centre.

Pursuant to the requirements of this Councils Code of Conduct, Councillor Dr L Hallan declared a prejudicial interest under Town Hall, Item 1 - To discuss email received from Dementia Friendly Llantwit Major regarding free use of Heritage Centre.

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

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

555. ITEMS BROUGHT FORWARD

COMMUNITY CONSTABLE

To receive Community Constable

PC Jamie Williamson reported that there had been 43 crimes reported between the 24th April 2025 and the 29th May 2025. Crimes included 10 violent crimes, 2 dwelling burglary, 2 shoplifting, 8

316.

Public Order, 1 criminal damage, 2 domestic, 2 school incidents, 2 drug offences and 17 miscellaneous. There had been a slight increase in antisocial behaviour in the town.

PC Williamson also stated that there had been 11 missing people reported within the Vale of Glamorgan and a recent spate of Land Rover/ Range Rovers being stolen throughout the County.

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

RESOLVED: That a letter be written to Super Intendent Geraint White stating how grateful the Town Council is for having such a dedicated Officer as PC Jamie Williamson.

556. **MINUTES**

Full Town Council Meeting held 24th April 2025

The minutes of the Full Town Council Meeting held on the 24th April 2025 had previously been circulated to Council Members.

RESOLVED: That the minutes of the Full Town Council Meeting held on the 24th April 2025 be adopted and accepted as a true record.

Matters Arising

There were no matters arising.

Annual Town Council Meeting held 8th May 2025

The minutes of the Annual Town Council Meeting held on the 8th May 2025 had previously been circulated to Council Members.

RESOLVED: That the minutes of the Annual Town Council Meeting held on the 8th May April 2025 be adopted and accepted as a true record.

Matters Arising

There were no matters arising.

Planning Committee Meeting held 17th April 2025

The minutes of the Planning Committee Meeting held on the 17th April 2025 had previously been circulated to Council Members.

RESOLVED: That the minutes of the Planning Committee Meeting held on the 17th April 2025 be adopted and accepted as a true record.

Matters Arising

There were no matters arising.

Allotment Sub Committee Meeting held 30th April 2025

The minutes of the Allotment Sub Committee Meeting held on the 30th April 2025 had previously been circulated to Council Members.

RESOLVED: That the minutes of the Allotment Sub Committee Meeting held on the 30th April 2025 be adopted and accepted as a true record.

Matters Arising

There were no matters arising

Town Hall Working Group Meeting held 7th May 2025

The minutes of the Town Hall Working Group Meeting held on the 7th May 2025 had previously been circulated to Council Members.

RESOLVED: That the minutes of the Town Hall Working Group Meeting held on the 7th May 2025 be adopted and accepted as a true record.

Matters Arising

There were no matters arising

Planning Committee Meeting held 7th May 2025

The minutes of the Planning Committee Meeting held on the 7th May 2025 had previously been circulated to Council Members.

RESOLVED: That the minutes of the Planning Committee Meeting held on the 7th May 2025 be adopted and accepted as a true record.

Matters Arising

There were no matters arising.

557. PUBLIC QUESTION TIME

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

558. 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.

559. TOWN MAYOR**Town Mayors events attended 1st May 2025 to 31st May 2025**

Councillors had previously been circulated with the Town Mayor events attended 1st May 2025 to the 31st May 2025. Noted.

Deputy Town Mayors events attended 1st May 2025 to 31st May 2025

Councillors had previously been circulated with the Deputy Town Mayor events attended 1st May 2025 to the 31st May 2025. Councillor Deakin stated that he did not attend the Early Voices Festival dated 1st May 2025. Noted.

Questions to the Town Mayor

There were no questions to the Town Mayor.

560. COUNCIL MEETINGS**Meetings for Month of June 2025**

Councillors had previously been circulated with Meetings for the Month of May 2025. The Town Clerk stated that there will not be a requirement to have a Finance and Policy Meeting in June 2025. Noted.

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

The Town Clerk informed Councillors that she and Councillor Powell and Councillor Foster had met with the Architect looking into the design for installing a lift in the Town Hall. She confirmed that instructions have been given to a Quantitative Surveyor to provide a breakdown of the building work and costs so that the next phase of the project can be undertaken,. This being to Tender for Quotations for installing a lift in the Town Hall. It was noted that further progress after Quotations have been received would be Grant dependent.

The Town Clerk confirmed that a Stronger Communities Grant had been successful for new water taps /supply at the Allotment Site and Stradling Park Community Garden.

The Town Clerk asked all Councillors if they have any future Project ideas to let her now so they can be considered for the 5 Year Plan.

She also confirmed that she had attended a Pub Watch Meeting and a direct link had been established between St Donats College, the Town Council and PC Jamie Williamson following incidents in the town with reference to St Donats students.

Report from Vale Councillor

Councillor Williams stated that the Vale of Glamorgan Council had undertaken a ‘No Mow May’ month. He stated the Scrutiny Committee had been altered from 5 to 4 groups (Start Well, Live Well, Place and Resources). The meeting will be undertaken every two months but have additional start and finish groups set up to assist with focusing on making the Vale of Glamorgan Council a better Council.

Councillor Williams also confirmed that a Water Park, including inflatable slides, was being installed in Cosmeston Park.

Action Tracker

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

To discuss Place Making Report – March 2025

Councillors had previously been circulated with the Placemaking Report dated March 2025. Councillor Dr Dickson updated Councillors on the report, noting various key points including:

Nearly 1000 people had engaged within the report

The population the town had fallen by 7%

The main areas to address with the plan was the Beach, Old Town, the Railway Station and the Community Hub.

Councillors were informed that the Placemaking Report would be going to Vale of Glamorgan Cabinet next month. Councillor Dr Hallan stated it was an impressive report and noted there were some quick fixes that could be undertaken in the town which would make a lot of difference to the town without costing a lot.

RESOLVED: That an email be sent to the Vale of Glamorgan Council Place Making Team confirming Llantwit Major Town Council endorse the Place Making Report – March 2025. Confirm that Councillor Dr Dickson will write a Foreword for this Plan.

562. FINANCE**Bank Reconciliation for period 1st April 2025 to 30th April 2025**

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1st April 2025 to 30th April 2025. Noted.

Expenditure for the period 15th April 2025 to 22nd May 2025

Councillors had previously been circulated with a copy of the Expenditure for the period 15th April 2025 to 22nd May 2025. Noted.

Income for the period 15th April 2025 to 22nd May 2025

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

To discuss Membership of ICCM for 2025/26

Councillors had previously been circulated with a letter dated 1st April 2025 re Membership of ICCM for 2025/26

RESOLVED: That permission is granted to renew the Membership of ICCM for 2025/26 at a cost of £105.00 exc. Vat.

563. 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.

564. RECREATION AND OPEN SPACES**To discuss tenders for replacement of pedestrian roller shutter door to garage, following recommendation by H&S risk assessment report**

Councillors had previously been circulated with tenders for replacement of pedestrian roller shutter door to garage, following recommendation by H&S risk assessment report. Councillors further discussed all quotations

RESOLVED: That the tender from Harlech Doors at a cost of £849.75 exc. vat be accepted for the replacement of pedestrian roller shutter door to garage, following recommendation by H&S risk assessment report.

To discuss Play Capital Funding and inclusive play equipment for U10's Play Park

Councillors had previously been circulated with an email dated 23rd April 2025 for Play Capital funding. The Town Clerk stated that the wooden train in the U10'S Play Park needed repair and would Councillors consider applying for the Play Capital Funding to replace this piece with an inclusive Seesaw .

RESOLVED: That permission be granted to apply to Play Capital Funding for the purchase, installation and safety surface of an inclusive Seesaw for the U10's Play Park in the sum of £21,765 with Town Council match funding £2176.50.

To discuss requirement for additional storage facility and lease of garage within Llantwit Major

Councillors had previously been circulated with an Agenda Brief re the requirement for additional storage and documentation detailing a garage available for lease within Llantwit Major. Councillors discussed the opportunity to lease a large garage for storage of equipment (e.g. chairs / sleigh / marquees etc) at an annual cost of £5000.00.

RESOLVED: That permission be granted to proceed with a 5-year lease of a large Garage within Llantwit Major at a cost per annum of £5000.00 with a review after 2½ years.

To discuss response received from Vale of Glamorgan Council regarding request for yellow lines/signage/hatched area on entrance road into Boverton Road car park/rugby club car park

Councillors had previously been circulated with a letter dated 15th May 2025 received from Vale of Glamorgan Council regarding request for yellow lines/signage/hatched area on entrance road into Boverton Road car park/rugby club car park. Councillors noted the Vale of Glamorgan Councils offer to install double yellow lines along the western side of the road into Boverton Road/Rugby Club Car Park to deter inappropriate parking subject to Llantwit Major Rugby Clubs permission.

RESOLVED: That the Town Council send a copy of the letter from the Vale of Glamorgan Council regarding request for yellow lines/signage/hatched area on entrance road into Boverton Road car park/rugby club car park. Ask if the LMRFC would give permission and pay £203.60 for the Vale of Glamorgan Council to install double yellow lines along the western side of the road into Boverton Road/Rugby Club Car Park

565. TOWN HALL

To discuss email received from Dementia Friendly Llantwit Major regarding free use of Heritage Centre

Councillor Dr Ellis and Councillor Dr Hallan declared an interest.

Councillors had previously been circulated with an email dated 7th May 2025 from Dementia Friendly Llantwit Major regarding free use of Heritage Centre. Councillors further discussed hiring fees.

RESOLVED: That a nominal fee be charged for the next 6 meetings for the Dementia Friendly Llantwit Major to use the Heritage Centre for their bi monthly meetings. The hiring fee be reviewed at the end of the 12 month period.

566. VALE OF GLAMORGAN COUNCIL

To note Meeting of Cabinet, Thursday 1st May 2025 – Asset Transfers

Councillors had previously been circulated with the report of the Meeting of Cabinet, Thursday 1st May 2025 – Asset Transfers. Councillors noted that the transfer of the car parks and public conveniences will be delayed until the Town Hall Public Toilet Block has been repaired. It was stated at present the Vale of Glamorgan Council were waiting on a report from an independent structural engineer to determine the way forward with the ceiling within the toilet block. Councillors further discussed reviewing the Draft Lease Asset Transfer documents for the amenities once released by the Vale of Glamorgan Council. Noted.

To note email received regarding Boverton Mill – Notice of Making – PEDW

Councillors had previously been circulated with an email dated 15th May 2025 regarding Boverton Mill – Notice of Making – PEDW. Noted.

To discuss review of Electoral Arrangements of the Vale of Glamorgan Council

Councillors had previously been circulated with a report dated 21st May 2025 detailing the review of Electoral Arrangements of the Vale of Glamorgan Council. Noted.

567. WELSH GOVERNMENT

To note written statement: Review of Community Arrangements of the County Borough of the Vale of Glamorgan

Councillors had previously been circulated with a written statement dated 16th May 2025 re Review of Community Arrangements of the County Borough of the Vale of Glamorgan. Noted.

SIGNED
MAYOR

DATED