

Minutes of the Hybrid Meeting of Llantwit Major Town Council held in the Council Chamber, Old School and remotely via zoom on Thursday 27th March 2025 at 7.05pm

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

No Members of the Public were present.

Note: (Z) - Remotely by Zoom

Apologies were received from :

Councillor W Norman – Illness

Councillor G Morgan - Prior commitment

PC Jamie Williamson - Holiday

Declaration of Interest Forms were received from:

- 1) Pursuant to the requirements of this Councils Code of Conduct, Councillor E Williams declared a prejudicial interest under Vale of Glamorgan Council, Item 1 - To discuss report from Environment and Regeneration Scrutiny Committee held on 14th January 2025 and Item 2 - To discuss further correspondence re asset transfer of Toilets and Car Parks in Llantwit Major

Councillor Dr Dickson welcomed Councillor Dr L Hallan to her first Full Town Council Meeting.

515. MINUTES

Full Town Council Meeting held 27th February 2025

The minutes of the Full Town Council Meeting held on the 27th February 2025 had previously been circulated to Council Members.

RESOLVED: That the minutes of the Full Town Council Meeting held on the 27th February 2025 be adopted and accepted as a true record.

Matters Arising

There were no matters arising.

516. PUBLIC QUESTION TIME

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

517. 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.

518. TOWN MAYOR

Town Mayors events attended 1st March 2025 to 31st March 2025

Councillors had previously been circulated with the Town Mayor events attended 1st March 2025 to the 31st March 2025. Councillor Dr Dickson stated he had attended a Spring Breakfast held by Jane Hunt MS. He reminded Councillors that his twmpath majors charity night is to be held on the 5th April 2025. Noted..

Questions to the Town Mayor

There were no questions to the Town Mayor.

519. COMMUNITY CONSTABLE

To receive Community Constable

PC Jamie Williamson was unable to attend the Full Town Council Meeting but sent a report which was read out by Councillor Dr Dickson. It stated that there had been 29 crimes reported between the 1st March 2025 to the 25th March 2025. Crimes included 1 violent crime, 1 dwelling burglary, 11 shoplifting, 6 Public Order, 2 criminal damage and 7 miscellaneous crimes.

The report stated that most of the shop lifting crimes reported had been detected and the two incidents of vandalism in Stradling Park were under investigation.

520. COUNCIL MEETINGS

Meetings for Month of April 2025

Councillors had previously been circulated with Meetings for the Month of April 2025. The Town Clerk confirmed that there was also a Planning Meeting to be held on the 8th April 2025 and she was looking at organising a Bowls Sub Committee Meeting and a Tennis Sub Committee as well during the month of April. Noted.

521. PROCEDURAL MATTERS**To note Policy/Procedures on Verbal Reports brought to Meetings by Vale of Glamorgan Councillors**

Councillors had previously been circulated with the Policy/Procedures on Verbal Reports brought to Meetings by Vale of Glamorgan Councillors. Noted.

Members Announcements

Councillor Thomas stated that he had attended a Pub Watch Meeting. There were ongoing concerns with local publicans re the illegal drinking of St Donats students in the beer gardens. The local Police were also going to initiate 'Drug Itemiser', taking swabs of Pub Tables to minimise drug taking in public spaces.

Report from Town Clerk

The Town Clerk informed Councillors that Atlantic College Students would be undertaking an Open Day working party at Stradling Park on the 31st March 2025 and any Councillors able to assist would be welcome.

The Town Clerk informed Councillors of the further vandalism that had occurred at Stradling Park and Councillors discussed various preventative options available including placing a metal sheet over the entrance gate and letter dropping all neighbouring residents to be vigilant and report to the Town Council/Police if they see any unauthorised people in the Community garden during the evenings.

The Town Clerk also stated she would need to organise a Meeting with Llantwit Major Rugby Club to discuss their exciting Management Agreement with Llantwit Major Town Council.

Report from Vale Councillor

Councillor Williams updated Councillors on decision undertaken by Vale of Glamorgan Council for the month of March 2025.

He confirmed that with reference to Vale of Glamorgan Council Planning Applications that the Application to extend opening hours at Greggs in Llantwit Major had been refused and the change of use of the old Lloyds Bank (along the High Street) to a Dominos had been accepted.

Councillor Williams stated that the Vale of Glamorgan Council precept had been increased by 5.9% for 2025/26.

He also confirmed that the planned removal of the trees along Boverton Road, alongside Voss Park Estate, had been delayed until the end of the nesting season .

Action Tracker

Councillors had previously been circulated with an up to-date Action Tracker. Councillor Dr Ellis stated that friend of Llanilltud Fawr in Flower have agreed to undertake the planting and watering of the planters in the Train Station Carpark. He requested therefore the Action Tracker item 'Planter at Train Station Car Park' be removed. Councillor Dr Ellis and Councillor Deakin raised their continued concerns re cars still parking along the entrance to the Rugby Club Car Park.

RESOLVED: That the Action Tracker items ' Misc Planters at Train Station Car Park' be removed from the Action Tracker.

522. FINANCE**Bank Reconciliation for period 1st February 2025 to 28th February 2025**

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1st February 2025 to 28th February 2025. Noted.

Expenditure for the period 20th February 2025 to 19th March 2025

Councillors had previously been circulated with a copy of the Expenditure for the period 20th February 2025 to 19th March 2025. Noted.

Income for the period 20th February 2025 to 19th March 2025

Councillors had previously been circulated with a copy of the Income for the period 20th February 2025 to 19th March 2025. Noted.

To discuss annual membership to One Voice Wales for 2025-2026

Councillors had previously been circulated with a letter from One Voice Wales regarding membership for 2025/26 at an annual fee of £975.00.

RESOLVED: That the Membership for One Voice Wales at an annual fee of £975.00 not be taken out for the year 2025/26.

To note Independent Remuneration Panel for Wales Annual Report February 2025

Councillors had previously been circulated with the Independent Remuneration Panel for Wales – Annual Report February 2025. Councillors discussed payments to members of Community and Town Councils.

RESOLVED: With regards the Extra Cost Payments – **Mandatory**. Councillors noted should a member not wish to receive payment a letter be sent to the Town Clerk.

With regards Payment to member for a senior role - **Accepted**. Accepted Chair of Recreation & Buildings and the Chair of Finance & Policy. It was noted should a member not wish to receive payment a letter be sent to the Town Clerk.

With regards Payment to member in respect of travel costs – **Accepted** subject to attending meeting/function outside of area as requested by Town Council.

With regards Contributions towards costs of Care and Personal Assistance – to enable people who have personal support needs and or caring responsibilities to carry out their duties as a member of a Town Council - **Mandatory**

With regards to Town Councils can pay financial loss compensation to each member where such loss has occurred for attending approved duties – **Declined**

With regards Attendance Allowance for members. - **Declined**

With regards Town Councils providing payment to the Mayor/Chair – **Declined**

With regards Town Councils providing payment to the Deputy Mayor/Chair - **Declined**

To discuss estimate from Church Glass re repair of 11 window at Old School

Councillors had previously been circulated with a copy of an estimate received from Church glass in relation to repairing 11 windows at the Old School. Councillors noted that this item was on the agenda under ‘Old School’ but Councillors felt it more appropriate to be discussed under ‘Finance’. It was also noted that tenders were not received as Church Glass were the contractor preferred by the Conservation Officer as the Old School was a Grade II listed building, and were specialist with sandstone installation.

RESOLVED: That the estimate received from Church Glass in the sum of £3,400 + VAT be accepted with the monies being taken from Reserves as this project had not been included in the budget but was urgently required.

523. 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.

524. RECREATION AND OPEN SPACES

To discuss email from resident re overgrown hedge on park behind recreation field, next to main gate entrance by Illyd Avenue

Councillors had previously been circulated with an email dated 18th March 2025 from a resident re the overgrown hedge on path behind recreation field, next to main gate entrance by Illyd Avenue. It was noted that the Rugby Club under their Management Agreement with Llantwit Major Town Council have responsibility for cutting the hedge. Further discussions were undertaken if it was responsibility/ownership of the Rugby Club, Vale of Glamorgan Council or resident of 49 Illyd Avenue for the cutting of the hedges backing onto the path giving access to 51 Illyd Avenue.

RESOLVED: That the Town Clerk talk to the Rugby Club re the maintenance of the hedge on the Recreation Field.

Further

RESOLVED: That the Town Clerk obtain confirmation of ownership of this area by accessing the Land Registry website.

525. CEMETERY

The following Burial matters were noted.

- 1) Burial of cremated remains Thelma Jaynes (reopen plot) C263 on 7th March 2025
- 2) Burial of cremated remains Muriel Eileen Williams (reopen plot) Md7 on 13th March 2025
- 3) Burial of Shirley Holley (new plot) 171B on 27th March 2025

526. VALE OF GLAMORGAN COUNCIL

To discuss report from Environment and Regeneration Scrutiny Committee held on 14th January 2025

Councillor Williams declared an interest.

Councillors had previously been circulated with a report dated 17th March 2025 from Environment and Regeneration Scrutiny Committee held on 14th January 2025. Noted.

To discuss further correspondence re asset transfer of Toilets and Car Parks in Llantwit Major

Councillor Williams declared an interest.

Councillors had previously been circulated with correspondence 18th March 2025 re asset transfer of Toilets and Car Parks in Llantwit Major. Councillor Foster stated that the Toilets at the Town Hall are an integral part of the asset transfer agreement with the Vale of Glamorgan Council.

Councillors further discussed the Draft Heads of Terms Agreements proposed by the Vale of Glamorgan Council. Councillors raised the following concerns:

- We were told that two independent surveyors had condemned the building, then suddenly it is able to be fixed. Could we see copies of the surveys?
- If we are unhappy with the surveys, could we request our own be undertaken and ask that the VOGC pay for this?
- If they are repaired would we have a say and to what standard?
- Street lights are mentioned in Heads of Terms for Boverton Road and Wine Street, but not Town Hall?
- Boverton Road it mentions the 'share of the access maintenance agreement dated 31 August 1979'?
- Boverton Road toilets mentioned a pumping station and sewer pipe, first we have heard about these and would like more information.
- Heads of Terms mentions no subletting. Does this include if we were to allow persons to close and hold events? Also, if TV crews are to close and we would charge? We discussed all of this with Emma Reed at beginning and were told this was ok, one of the reasons we agreed as this would be a way for us to make money for upkeep.
- Also discuss possible parking charges in the future. Would this be considered subletting?
- Why are we being asked to pay your legal fees when it was you who approached us to take over the toilets?
- Still having issues with the drainage at Boverton Road car park, water still not draining.
- Boverton Road toilets we had discussed possibly looking at altering these at some point, again this was agreed previously, it does mention this in the Head of Terms but would like confirmation this would not be a problem.
- Toilets mentions 'clean the toilets a minimum of every 3 hours during opening hours', the VOGC does not do this and we do not employ enough staff to do this.

RESOLVED: That the Town Council in principle move in favour of the asset transfer of the Toilets and Car Parks in Llantwit Major.

Further

RESOLVED: That the Chair Recreation & Buildings, Chair of Finance and Town Clerk meet with relevant Senior Vale Officers to further discuss the Draft Head of Terms Agreement. That the Town Council formally sends concerns in writing to the Director of Environment and Housing Services.

527. WELSH GOVERNMENT

To discuss report on role, governance and accountability of the community and town council sector

Councillors had previously been circulated with a report dated 5th March 2025 on the role, governance and accountability of the community and town council sector. Noted.

To discuss 2026 Review of Senedd Constituencies Final Determinations

Councillors had previously been circulated with a report dated March 2025 on the 2026 Review of Senedd Constituencies Final Determinations. Noted.

528. MISCELLANEOUS

To discuss email from Vale of Glamorgan Project Officer for Keep Wales Tidy

Councillors had previously been circulated with an email dated 24th February 2025 from Vale of Glamorgan Project Officer for Keep Wales Tidy. Councillors discussed request from a Vale of Glamorgan Project Officer to meet with Councillors and undertake a presentation on what the volunteer litter pickers in Llantwit Major have been doing.

RESOLVED: That permission be granted for the Vale of Glamorgan Project Officer for Keep Wales Tidy to undertake a presentation to Town Councillors prior to a Full Town Council Meeting.

To discuss VE Day 80 Anniversary details for 8th May 2025

Councillors had previously been circulated with a proposed Timetable for VE Day 80 Anniversary on 8th May 2025. Councillors further discussed format.

RESOLVED: That the Timetable detailing VE Day Anniversary Events for the 8th May 2025 be accepted .

SIGNED
MAYOR

DATED