

ITEMS BROUGHT FORWARD**599. COMMUNITY CONSTABLE****To receive Community Constable report**

PCSO Mills attended in place of PC Williamson and reported that between 31st July 2025 and 25th September 2025 there had been 57 crimes recorded including 7 shoplifting, 2 burglary of dwellings, 6 vehicle crimes, 18 violent crimes, 10 public order offences, 2 criminal damage and 12 miscellaneous. Noted.

To discuss vehicle parking around the cenotaph.

Councillors were previously circulated with photographs of vehicles parking on the pavement at the cenotaph. PCSO Mills explained that parking on double yellow lines was the Vale of Glamorgan Councils responsibility, however now that they have been made aware of the situation he will investigate the issue and liaise with the local public houses.

600. PUBLIC QUESTION TIME

David Thomas addressed Councillors and raised concerns with regards to the Eagleswell site exit strategy. There is no clear indication of where the residents and units will be placed after the exit strategy.

Councillor Deakin thanked David Thomas and asked Councillors permission to bring forward Agenda Item To discuss email and documentation re removal strategy for temporary housing accommodation and associated works at the former Eagleswell School site, due to members of the public being present for this item.

RESOLVED: That permission be given to bring forward To discuss email and documentation re removal strategy for temporary housing accommodation and associated works at the former Eagleswell School site.

To discuss email and documentation re removal strategy for temporary housing accommodation and associated works at the former Eagleswell School site.

Councillor Williams declared a Declaration of Interest.

Councillors had previously been circulated with email and documentation re Exit Strategy for the removal of temporary housing accommodation and associated works at the former Eagleswell School site.

RESOLVED: Write to the Chief Executive of Vale of Glamorgan Council expressing the Town Council's disappointment at not being consulted on the exit strategy and requesting that the Town Council and other interested bodies be kept up to date with the process, as well as receive assurances that the Vale of Glamorgan Council will ensure they stick to the date and deadlines as agreed during the planning process.

601. MINUTES**Full Town Council Meeting held 24th July 2025**

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

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

Matters Arising

There were no matters arising.

Planning Committee Meeting held on 19th August 2025

The minutes of the Planning Committee Meeting held on 19th August 2025 had previously been circulated to Council Members.

RESOLVED: That the minutes of the Planning Committee Meeting held on 19th August 2025 be adopted and accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

Town Hall Working Group Meeting held on 4th September 2025

Councillor W Norman declared a Declaration of Interest.

The minutes of the Town Hall Working Group Meeting held on 4th September 2025 had previously been circulated to Council Members.

RESOLVED: That the minutes of the Town Hall Working Group Meeting held on 4th September 2025 be adopted and accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

Five Year Plan Committee Meeting held on 4th September 2025

The minutes of the Five Year Plan Committee Meeting held on 4th September 2025 had previously been circulated to Council Members.

RESOLVED: That the minutes of the Five Year Plan Committee Meeting held on 4th September 2025 be adopted and accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

Planning Committee Meeting held on 9th September 2025

The minutes of the Planning Committee Meeting held on 9th September 2025 had previously been circulated to Council Members.

342.

RESOLVED: That the minutes of the Planning Committee Meeting held on 9th September 2025 be adopted and accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

Allotment Sub Committee Meeting held on 16th September 2025

The minutes of the Allotment Sub Committee Meeting held on 16th September 2025 had previously been circulated to Council Members.

RESOLVED: That the minutes of the Allotment Sub Committee Meeting held on 16th September 2025 be adopted and accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

Stradling Park Committee Meeting held on 16th September 2025

The minutes of the Stradling Park Committee Meeting held on 16th September 2025 had previously been circulated to Council Members.

RESOLVED: That the minutes of the Stradling Park Committee Meeting held on 16th September 2025 be adopted and accepted as a true record and all recommendations be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

602. 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.

603. TOWN MAYOR

Town Mayors events attended 1st August 2025 to 30th September 2025

Councillors had previously been circulated with the Town Mayor events attended 1st August 2025 to the 30th September 2025. Noted.

Questions to the Town Mayor

There were no questions to the Town Mayor.

COUNCIL MEETINGS

Councillors were previously circulated with meetings for month of October. Noted.

604. PROCEDURAL MATTERS**Members Announcements**

No announcements.

Report from Town Clerk

The Town Clerk reported that pantomime tickets are now available so asked Councillors to let as many people as they can know. Also asked as many Councillors as possible to attend the Stradling Park Open Day on 11th October 2025 as staff members are unavailable on the day.

Report from Vale Councillor

Councillor E Williams reported on waste management, including the introduction of single use plastic waste bags and textiles starting to be collected from November.

Action Tracker

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

To discuss email from Chair of Planning Committee re permission to speak as a Town Council Representative at the Vale of Glamorgan Planning Committee re the West House Development

Councillors were previously circulated with email asking permission for Councillor Dr Dickson to speak as a Town Council Representative at the Vale of Glamorgan Planning Committee.

RESOLVED: That Councillor Dr Dickson be granted permission to speak as a Town Council Representative at the Vale of Glamorgan Planning Committee re the West House development.

To discuss Agenda Brief re Prayers at Full Town Council meeting

Councillors were previously circulated with Agenda Brief re prayers of Full Town Council meeting.

RESOLVED: That the Agenda start time and Prayers remain as it is.

To discuss Terms of Reference for the Planning Committee

Councillor E Williams declared a Declaration of Interest.

Councillors had previously been circulated with Terms of Reference for the Planning Committee.

RESOLVED: That the Terms of Reference be amended that point 3b) states the Planning Committee have delegated powers to formulate observations and recommendations on behalf of the Town Council.

Further

RESOLVED: That in the future, meeting dates and the Agenda be circulated to all Town Councillors so they are aware of meetings and can attend if they wish.

344.

To discuss Agreement for the Provision of Legal Services between Llantwit Major Town Council and the Vale of Glamorgan Council Legal Services.

Councillors were previously circulated with the Vale of Glamorgan Council Agreement for the Provision of Legal Services.

RESOLVED: That permission be given for the Town Clerk to sign the Legal Services Agreement on behalf of the Town Council

To discuss signing of Civility and Respect Pledge.

Councillors were previously circulated with a copy of the Civility and Respect Pledge.

RESOLVED: That the Town Council sign up to the Civility and Respect Pledge.

To discuss draft press release re asset transfer of public toilets and car park.

Councillors were previously circulated with draft press release re asset transfer of public toilets and car parks. Noted

Chair of Planning Committee and Vice Chair of Planning Committee to attend Planning Aid Wales Training Course 8th October 2025 at cost of £20 each.

Councillors had previously been circulated with details of Planning Aid Wales Training Course and fees.

RESOLVED: That permission be granted for the Chair and Vice Chair of the Planning Committee to attend Planning Aid Wales Training Course on 8th October 2025.

605. FINANCE

Bank Reconciliation for period 1st July 2025 to 31st July 2025

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1st July 2025 to 31st July 2025. Noted.

Bank Reconciliation for period 1st August 2025 to 31st August 2025

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1st August 2025 to 31st August 2025. Noted.

Income for the period 15th July 2025 to 18th September 2025

Councillors had previously been circulated with a copy of the Income for the period 15th July 2025 to 18th September 2025. Noted

Expenditure for the period 15th July 2025 to 18th September 2025

Councillors had previously been circulated with a copy of the Expenditure for the period 15th July 2025 to 18th September 2025. Noted

To discuss purchase of tide timetables for 2026

Councillors were previously circulated email dated 19th August 2025 re prices and information of Tide Timetables for 2026.

RESOLVED: That 100 Tide Timetables be ordered for 2026 at a cost of £88.00.

345.

To discuss quote re requirement for new office software due to Windows 11 update.

Councillors had previously been circulated with copy of quote for Windows 11 Updates to all Town Council office IT hardware.

RESOLVED: That permission be given for all Town Council Office machines be upgraded to Windows 11 at a cost of £423.00 plus VAT.

606. DEVELOPMENT

To note Planning Application decisions by the Vale of Glamorgan Councils

Councillor E Williams declared a Declaration of Interest.

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

607. RECREATION AND OPEN SPACES

To discuss email dated 21st August 2025 re potential funding for basketball hoops.

Councillors were previously circulated with email dated 21st August re funding for basketball hoops. Councillors discussed concerns re installation and lack of funding for ongoing maintenance.

RESOLVED: That at this time funding is not applied for.

To discuss letter from Llantwit Major Bowls Club re building of new compost area and concerns re tree in corner of under 10's playpark

Councillors were previously circulated letter dated 16th September re compost area and tree.

RESOLVED: That the matter be deferred to the next Bowls Club Committee Meeting so the exact location can be determined and tree can be inspected.

To discuss email re shrubs and trees planted in Seaview Park and to note Town Council's resolutions pertaining to this matter

Councillors were previously circulated email dated 18th September 2025 from a local resident expressing concerns over the height of shrubs along wall in Seaview Park and the damage they may cause their wall.

RESOLVED: That a letter be written to the resident stating that Town Councillors have carefully considered their concerns and concluded that at this time the shrubs be left as they are, but it will continue to be monitored and should it reach a point where works are required we will liaise with our contractor/handyman. Should any vegetation start to overhang the wall into their property they are entitled to cut back and return them to our side.

608. OLD SCHOOL**To discuss agenda brief regarding replacement of oil tank.**

Councillors had previously been circulated with an Agenda Brief outlining the requirement for the Town Clerk to invoke Financial Regulation number 10 in relation to replacement oil tank for Compass Building. Noted.

609. CEMETERY**To note the following burial matters.**

- 1) Scattering of ashes of Ralph Beresford Davies on 29th July 2025
- 2) Burial of cremated remains of John Nealon (reopen plot) Hh4 on 8th August 2025
- 3) Burial of cremated remains of Sandra Shirley Branch (reopen plot) C284 on 22nd August 2025.

To discuss email request for purchase of full burial plot for cremated remains

Councillors were previously circulated with an email dated 11th September 2025 requesting purchase of full burial plot for cremated remains.

RESOLVED: That permission be given for the resident to purchase a full burial plot however ashes must be buried at full double depth level and a memorial headstone be placed.

610. WEST STREET POND**To note confirmation and acceptance of National Lottery Heritage Fund Grant for the refurbishment and preservation of Midwell.**

Councillors were previously circulated with email dated 18th August 2025 re confirmation and acceptance of National Lottery Heritage Fund Grant. Noted.

To discuss Agenda Brief re quotations for installation of boardwalk at Midwell.

Councillors were previously circulated with quotations for the installation of the boardwalk at Midwell.

RESOLVED: That the quotation from Dyfed Fencing and Groundworks at a cost of £27,850.00 excluding vat be accepted.

611. VALE OF GLAMORGAN COUNCIL**To discuss update on Llantwit Major Placemaking, the draft Llantwit Major Place Board Terms of Reference and Regeneration Governance document and to nominate a Town Council representative to sit on the Llantwit Major Place Board**

Councillor E Williams declared a Declaration of Interest.
Councillors had previously been circulated with an email dated 20th August 2025 inviting a Town Council representative to sit on the Llantwit Major Place Board.

RESOLVED: That Councillor Dr Dickson be nominated as Town Council Representative for the Llantwit Major Place Board.

To discuss road name for the new development at the Old Brewery, Eglwys Brewis Road, St Athan

Councillor E Williams declared a Declaration of Interest
Councillors had previously been circulated with letter dated 12th September re proposed road names for new development of The Old Brewery, Eglwys Brewis Road, St Athan.

RESOLVED: That Clos y Bragdy be put forward as the preferred street name.

612 . MISCELLANEOUS

To discuss email re response to update on health centre for Llantwit Major

Councillor E Williams declared a Declaration of Interest.
Councillors were previously circulated with emails re update on health centre for Llantwit Major.

RESOLVED: That a letter be sent to Jane Hutt MS and Councillor L Burnett, Leader of the Vale of Glamorgan Council stating the disappointment in the response letter and requesting that, if possible, the Town Council would like to meet to discuss the viability of a Health Centre at Eagleswell Road.

To discuss email response re Llantwit Major Telephone Exchange building

Councillors were previously circulated with an email dated 30th July 2025 regarding a response received following the Town Council letter re the general disrepair of the building.

RESOLVED: That we respond thanking them and look forward to the outcome of their Meeting re the site.

To discuss email re creating a local enclosed dog walking field

Councillors were previously circulated with email dated 11th August 2025 from a local resident re creating a local enclosed dog walking field.

RESOLVED: To respond to email stating the Town Council do not own any land or know of any land available for an enclosed dog walking facility. These fields also require planning permission, with one just being refused by Vale of Glamorgan Council.

To discuss email re problems of parking along Boverton Road Barons Close due to the increase in commercial traffic in the area.

Councillors were previously circulated with email dated 20th August 2025 re complaint about parking at Boverton Road / Barons Close.

RESOLVED: To respond to the complaint confirming that the Vale of Glamorgan Councillors have taken this forward and the Enforcement Officers will be patrolling the area out of hours.

Councillor E Williams vacated the Council Chamber.

To discuss email re fostering closer relationships between Town Council and UWC Atlantic College.

Councillors were previously circulated with emails re fostering closer relationships with UWC Atlantic College.

RESOLVED: Acknowledge and thank them for their interest in this matter and would they have any suggestions on how students on Atlantic College would be able to interact with the Llantwit Community e.g. is there a Link Family Project in place as was known to be previously used.

SIGNED
MAYOR

DATED