

12th December 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 18th December 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=OG40RmNUTkM3cWsrQmFoY1gyd1FjUT09&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 27th November 2025

Separately attached

To receive minutes of Planning Meeting held on 27th November 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 December 2025 to 22nd December 2025

Refer green sheet no: 1

2) Questions to the Town Mayor (if any)

COMMUNITY CONSTABLE

- 1) To receive Community Constables report

COUNCIL MEETINGS

- 1) Meetings for Month of January 2026
Refer green sheet no: 2

PROCEDURAL MATTERS

- 1) Members Announcements
 - (i) Report from Town Clerk
Verbal Update Town Clerk
 - (ii) Report from Councillor Dr L Halan re Bro Tathan Public Art
 - (ii) Report from Vale of Glamorgan Councillor
Verbal Update from Vale of Glamorgan Councillor
- 2) Action Tracker
Refer green sheet nos: 3 to 8
- 3) To discuss email dated 5th December 2025 re Friends of Glamorgan Heritage Coast 50 year celebration event
Refer green sheet nos: 9 & 10
- 4) To discuss Civility and Respect Pledge
Refer green sheet nos: 11 to 18
- 5) To note Report of Food Festival 2026 informal meeting held 9th December 2025
Refer green sheet no: 19

FINANCE

- 1) Bank Reconciliation for period 1st November 2025 to 30th November 2025
Refer blue sheet no: 1
- 2) Income for period 21st November 2025 to 10th December 2025
Refer blue sheet no: 2
- 3) Expenditure for period 21st November 2025 to 9th December 2025
Refer blue sheet nos: 3 & 4
- 4) To discuss renewal of SLCC Membership £502.00
Refer blue sheet nos: 5 & 6

DEVELOPMENT

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

CEMETERY

To note the following burial matters.

- 1) Burial of cremated remains of Rhys William Jenkins (reopen plot) E152 on 28th November 2025
- 2) Burial of Gareth Davies Thomas (new plot) on 16th December 2025
- 3) Burial of cremated remains of Claudette Doreen Turner (reopen plot) K14 on 17th December 2025

VALE OF GLAMORGAN COUNCIL

- 1) To discuss Report of meeting to discuss Leases from Vale of Glamorgan Council to the Town Council re car parks and toilets held Wednesday 3rd December 2025
Refer yellow sheet no: 1

MISCELLANEOUS

- 1) To discuss email dated 26th November 2025 re zebra crossing next to Town Hall
Refer orange sheet no: 1

PART II

THE PUBLIC AND PRESS MAY BE EXCLUDED FROM THE MEETING DURING CONSIDERATION OF THE FOLLOWING ITEMS IN ACORDANCE WITH SECTION 100A(4) OF THE LOCAL GOVERNMENT ACT, 1972

FINANCE

- 1) To note letter dated 10th December 2025 to Director of Audit Wales
Refer pink sheets nos: 1 to 4

VALE OF GLAMORGAN

- 2) To be given verbal update on Placemaking Meeting held 2nd December 2025

PERSONNEL

- 1) To receive verbal report re appointment of Rhian Bostanci, Deputy Town Clerk following successful probationary period