

21st May 2026

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 28th May 2026, 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=OG40RmNUTkM3cWsrQmFoY1gyd1FiUT09&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 30th April 2026

Separately attached

To receive minutes of the Annual Meeting held on 14th May 2026.

Separately attached

To receive minutes of the Allotment Sub-Committee Meeting held on 14th May 2026

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 to 31st May 2026
Refer green sheet no: 1
- 2) Deputy Town Mayors events attended 1st to 31st May 2026
Refer green sheet no: 1
- 3) Past Mayors events attended 1st to 31st May 2026
Refer green sheet no: 1
- 4) Questions to the Town Mayor (if any)

COMMUNITY CONSTABLE

- 1) To receive Community Constables report

COUNCIL MEETINGS

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

PROCEDURAL MATTERS

- 1) Members Announcements
 - (i) Report from Town Councillors
Verbal Update Town Councillors
 - (ii) Report from Town Clerk
Verbal Update Town Clerk
 - (iii) Report from Vale of Glamorgan Councillor
Verbal Update from Vale of Glamorgan Councillor
 - (iv) Report from Placemaking Representative
Verbal Update from Placemaking Representative
- 2) Action Tracker
Refer green sheet nos: 3 to 8
- 3) To adopt Generative Artificial Intelligence (AI) Policy
Refer green sheet nos: 9 to 12
- 4) To discuss North Ward Councillor vacancy

FINANCE

- 1) Bank Reconciliation for period 1st April 2026 to 30th April 2026
Refer blue sheet no: 1

- 2) Expenditure for period 22nd April 2026 to 20th May 2026
Refer blue sheet nos: 3 to 5
- 3) Income for period 24th April 2026 to 20th May 2026
Refer blue sheet no: 6

DEVELOPMENT

- 1) To note Planning Application decisions by the Vale of Glamorgan Council
Refer yellow sheet no: 1
- 2) To note letter from Vale of Glamorgan Council dated 5th May 2026 re Public Inquiry for Lidl development
Refer yellow sheet no: 2

RECREATION AND OPEN SPACES

- 1) To discuss Agenda Brief re future grass cutting on Recreation Ground, Lorna Hughes Park and Stradling Park
Refer peach sheet no: 1

CEMETERY

To note the following burial matters.

- 1) Burial of cremated remains of Ann Morgan C230 reopen on 8th May 2026
- 2) Burial of cremated remains of Takita Lee Angharad Ruck MF7 new plot on 11th May 2026
- 3) Burial of cremated remains of Angela Mary Davies D123 reopen on 11th May 2026

OLD SCHOOL

- 1) To discuss Agenda Briefs re purchase of new tables, IT hybrid equipment and honorary boards for Council Chamber (budget £6,000 FTC 30th April 2026)
Refer purple sheet nos: 1 to 5
- 2) To discuss appointment of replacement Councillor to work alongside Town Clerk re negotiations with History Society possible move within the Old School
Refer purple sheet nos: 6 to 9

VALE OF GLAMORGAN COUNCIL

- 1) To discuss email dated 12th May 2026 re Annual Play Area Inspection
Refer white sheet no: 1
- 2) To discuss email dated 2nd April 2026 re Rural Housing Enabler meeting
Refer white sheet no: 2

- 3) To discuss Agenda Brief re Vale of Glamorgan transfer of toilets and car parks.
Refer white sheet nos: 3 to 8
- 4) To note Leases of toilets and car parks
Separately attached
- 5) To note email dated 19th May 2026 re PSPO on recreation field
Refer white sheet nos: 9 & 10

MISCELLANEOUS

- 1) To note Agenda Brief re Food Festival update
Refer orange sheet nos: 1 & 2