

Apologies were received from;
G Thomas – prior commitments

Pursuant to the requirements of this Council's Code of Conduct, Councillor E Williams declared a prejudicial interest, due to being a "double hatted Councillor" under Vale of Glamorgan and Llantwit Major Town and prejudicial, non-personal, Vale of Glamorgan Planning Committee member. Item 1, To discuss email dated 23rd June 2026 re Vale of Glamorgan Active Travel Network Map Consultation 22nd June to 14th September 2026. Item 2, To discuss Annual Statement and Councillors observations as resolved at Full Town Council Meeting 25th June 2026. Item 3, To discuss email dated 19th June 2026 re Democracy and Boundary Commission Cymru. Item 4, To discuss email dated 15th July 2026 and Cabinet Report of 25th June 2026 re Community Liaison Committee and Engagement Workshop. Item 5, To discuss Agenda Brief re Lease of Vale of Glamorgan Car Parks and Town Hall toilet block.

Pursuant to the requirements of this Councils Code of Conduct, Councillor D Powell declared a prejudicial interest in item 1, To discuss draft Tenancy Agreement and email dated 21st July 2026 re History Society Compass Room rental.

Full Town Council Meeting held 25th June 2026

The minutes of the Full Town Council Meeting held on the 25th June 2026 had previously been circulated to Council Members. Councillor Dr Ellis asked that amendment be made on page 420 from Councillor Dr Ellis to Councillor Dr P Dickson re Citizens Award date change.

RESOLVED: That subject to the above amendment, the minutes of the Full Town Council Meeting held on 25th June 2026 be adopted and accepted as a true record and any recommendations to be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

Allotment Meeting held 23rd June 2026

The minutes of the Allotment Meeting held on 23rd June 2026 had previously been circulated to Council Members.

RESOLVED: That the minutes of the Allotment Meeting held on 23rd June 2026 be adopted and accepted as a true record and any recommendations to be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

Planning Meeting held 29th June 2026

The minutes of the Planning Meeting held on the 29th June 2026 had previously been circulated to Council Members.

RESOLVED: That the minutes of the Planning Meeting held on 29th June 2026 be adopted and accepted as a true record and any recommendations to be actioned by the Town Clerk.

Footpath Forum Meeting held 6th July 2026

The minutes of the Footpath Forum Meeting held on the 6th July 2026 had previously been circulated to Council Members.

RESOLVED: That the minutes of the Footpath Forum Meeting held on 6th July 2026 be adopted and accepted as a true record and any recommendations to be actioned by the Town Clerk.

Special Full Town Council Meeting held 7th July 2026

The minutes of the Special Full Town Council Meeting held on the 7th July 2026 had previously been circulated to Council Members.

RESOLVED: That the minutes of the Special Full Town Council Meeting held on 7th July 2026 be adopted and accepted as a true record and any recommendations to be actioned by the Town Clerk.

Matters Arising

There were no matters arising.

753. PUBLIC QUESTION TIME

There were no members of the public present.

754. 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.

755. TOWN MAYOR**Town Mayors events attended 1st July 2026 to 31st July 2026**

Councillors had previously been circulated with the Town Mayor events attended 1st July 2026 to 31st July 2026. Noted.

Questions to the Town Mayor

There were no questions to the Town Mayor.

To discuss costings for Town Mayors Business Card

Councillors had previously been circulated with costings for 200 business cards.

RESOLVED: That the colour and design of the business cards be agreed and 200 be ordered from Vistaprint at a cost of £13.99.

756. PROCEDURAL MATTERS**Members Announcements****Report from Town Councillors**

There were no reports from Town Councillors.

Report from Town Clerk

The Town Clerk reported that the Town Council have now officially taken over the toilets and car parks from 25th June 2026. The cleaner for the toilets will start on 1st August 2026 on a three-month trial period. The Town Clerk asked if there would be any volunteers to open and lock the toilets when the cleaner is on annual leave in August. She reported that we have received a quote following the tree survey to remove three very high risk, two in Stradling Park and one at the pond. Costs are within the remit so will ask to go ahead and remove them. Welsh Government want to come and see the progress of the Midwell project and will be coming on 18th August 2026. Brighter HR system is slowly being rolled out and is working well.

Report from Vale Councillors

Councillor S Hanks informed the meeting that they were awaiting news of the library roof leak. Street Scene have been nominated for Welsh Government category award. Five electric vans have been allocated to clean road signs more frequently and have a rapid response to graffiti. There have been no updates on Heol Croeso anti-social behaviour incidents, however one person has been evicted due to owning a dangerous dog. An open day is going to be held and the weeds are still bad in the area. Councillor E Williams stated that there was a clear benefit from the Street Scene team. He has spoken to the Social Services Minister regarding Social Services in the Vale and western Vale and it was recognised that more needs to be done. Appraisal has been received from the Football Club Director, plans have been submitted for lights and is in the process of going through. Two stiles have been replaced in the area. Councillor J Norman reported on transport in the vale and Network Rail and the bus company are in talks to get extra buses and trains in place. Allocation of bins at the beach is not on the agenda for Llantwit Major, only Penarth and Ogmore by Sea.

Report from Placemaking Representative

Councillor Dr P Dickson gave an update on the Town Hall lift. Delivery of the lift is due late September with an installation date to follow. The Town Hall door plan needed to be amended to ensure the correct width for access to the basement area. This has now been completed and submitted to conservation and building control for permission.

The bench and plaque for Councillor Foster has arrived and we are waiting confirmation from the contractor regarding installation. There has been very positive feedback from both the tennis and bowls club regarding the seating area, especially on the tennis club open day. Councillor Dr Dickson informed that £80k has been allocated by Welsh Government to Llantwit Major for town improvements to be spent in financial year 2026-2027. This is to be spent as £40k for Old Town Square, £20k for 'public realm declutter' and £20k for Town Gateway including signage. A process was agreed to have an internal workshop to decide on options to spend monies, meet with local people potentially impacted by Town Square and then inform Town Partnership Group on way forward including consideration of their ideas put forward at the earlier workshop.

Action Tracker

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

RESOLVED: That entry of 27.07.23 re report Public Service Board be removed

To discuss resignation email dated 29th June 2026 re Councillor W Norman

Councillors had previously been circulated with email dated 29th June 2026 from Councillor W Norman tendering his resignation from the Town Council. The Town Clerk reported that she has notified the Vale of Glamorgan Council. Noted.

To appoint Councillors to Committees vacant position following Councillor W Norman resignation

Councillors had previously been circulated with vacant committee positions following the resignation of Councillor W Norman.

RESOLVED: Councillor J Lewis be put on the Footpath Forum. Councillor D Thomas be on the Planning Committee. Councillor J Lewis be on the Citizens Award Panel. Councillor Dr P Dickson be reserve on Vale of Glamorgan Community Liaison Committee. Councillor G Morgan be on the Friends of Glamorgan Heritage Coast committee.

To note email re Fairtrade Group updates

Councillors had previously been circulated with Fairtrade Group updates. Noted.

757. COMMUNITY CONSTABLE

To receive Community Constable report

PC Jamie Williamson reported that there had been 46 crimes in Llantwit Major this month. These include 1 robbery where a knife was involved, the culprit has been arrested and charged. Burglaries have taken place in Ham Manor Park, which is being dealt with by forensics in CID. 2 shoplifting incidents with one arrest made, 15 violent crimes, 12 public order incidents and 11 miscellaneous offences. PC Williamson stated that violence and public order offences are higher in the summer as more people are drinking. Anti social behaviour in Heol Croeso, Cwrt Col Huw, Cae Brewis and Berry Court all trying to be solved with multi agency input. Speeding incidents on Boverton Road have been reported, the Go Safe department are involved and have been very good in helping to solve this. There have been a few more reports of e-bikes causing problems which is being dealt with as best they can. Councillor Dr Ellis stated that he had seen some youngsters on e-bikes with no regard for the police whatsoever. PC Williamson said they rely heavily on the community to report where they are etc in order to catch them. Councillor Dr Dickson thanked PC Williamson for his attendance at the Samson Well

opening and asked if there are any ways the police could help to make the beach road footpath safer and would Go Safe be able to help. PC Williamson said they wouldn't be the ones to help with that matter. Councillor Deakin reiterated the problem with speeding on Boverton Road and PC Williamson stated that the Go Safe department are starting to have a positive effect on this issue and are also conducting site surveys in the problem areas.

758. FINANCE

Bank Reconciliation for period 1st April 2026 to 30th June 2026

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1st April 2026 to 30th June 2026. Noted.

Bank Reconciliation for period 1st June 2026 to 30th June 2026

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1st June 2026 to 30th June 2026. Noted.

Expenditure for the period 22nd June 2026 to 23rd July 2026

Councillors had previously been circulated with a copy of the Expenditure for the period 22nd June 2026 to 23rd July 2026. Noted.

Income for the period 22nd June 2026 to 22nd July 2026

Councillors had previously been circulated with a copy of the Income for the period 22nd June 2026 to 22nd July 2026. Noted.

759. DEVELOPMENT

To note Planning Application decisions by the Vale of Glamorgan Council

Councillors had previously been circulated with Planning Application decisions by Vale of Glamorgan Council. Noted.

760. CEMETERY

To note the following burial matters.

- 1) Burial of cremated remains of Gloria Harrison reopen C208 26th June 2026

To discuss Tenders for Memorial Testing at Boverton Road Cemetery

Councillors were previously circulated tender documentation for memorial testing within the Cemetery, the Town Clerk gave a brief report on the process.

RESOLVED: Memsafe be appointed to carry out memorial testing at Boverton Road Cemetery at a cost of £3.25 a memorial.

761. RECREATION & OPEN SPACES

To discuss Agenda Brief re Signage at Tennis Club / Llantonian Hall

Councillors were previously circulated Agenda Brief relating to signage at Tennis Club/Llantonian Hall as report by the Tennis Club committee 21st May 2026.

RESOLVED: That a Recreation and Buildings Committee meeting be called, with a site visit, to discuss location and size of signage.

To discuss Agenda Brief re PSPO Signage installation

Councillors were previously circulated Agenda Brief relating to introduction of PSPO on the Recreation Ground and the signage required for the site.

RESOLVED: That a Recreation and Buildings Committee meeting be called, with a site visit, to discuss location and size of signage.

To discuss Application for Party on the Pitch on 30th August 2026 from Llantwit Major Rugby Club

Councillors were previously circulated with Open Spaces Application received from Llantwit Major Rugby Club to hold their Party on the Pitch. The Town Clerk reported that she has received confirmation from the Vale of Glamorgan Council that a 'TEN' had been applied for.

RESOLVED: Permission be given to Llantwit Major Rugby Football Club for the use of the Recreation Field to hold Party on the Pitch 30th August 2026, subject to forwarding their public liability insurance certificate and risk assessment.

762. OLD SCHOOL**To discuss Draft Tenancy Agreement and email dated 21st July 2026 re History Society Compass Room rental**

Councillor D Powell declared an interest.

Councillors were previously circulated Draft Tenancy Agreement and email dated 21st July 2026 re History Society Compass Room rental.

RESOLVED: The Town Clerk updated the meeting to say that the History Society has now agreed the payment amount and room rental will go ahead from September 2026.

763. VALE OF GLAMORGAN COUNCIL**To discuss email dated 23rd June 2026 re Vale of Glamorgan Active Travel Network Map Consultation 22nd June to 14th September 2026**

Councillor E Williams declared an interest.

Councillors had previously been circulated email dated 23rd June 2026 re Vale of Glamorgan Active Travel Network Map Consultation 22nd June to 14th September 2026. Noted.

To discuss Annual Statement and Councillors observations as resolved at Full Town Council Meeting 25th June 2026

Councillor E Williams declared an interest

Councillors had previously been circulated the easy read Annual Statement and Town Councillors observations which had been forwarded following the Full Town Council meeting 25th June 2026.

RESOLVED: Councillor Dr P Dickson collate points and forward to the Town Clerk who will forward them to the Vale of Glamorgan Council.

To discuss email dated 19th June 2026 re Democracy and Boundary Commission Cymru

Councillor E Williams declared an interest.

Councillors were previously circulated email dated 19th June 2026 re Democracy and Boundary Commission Cymru. Noted.

To discuss email dated 15th July 2026 and Cabinet Report of 25th June 2026 re Community Liaison Committee and Engagement Workshop

Councillor E Williams declared an interest.

Councillors were previously circulated email dated 15th July 2026 and Cabinet Report of 25th June 2026 re Community Liaison Committee and Engagement Workshop. Noted.

To discuss Agenda Brief re Lease of Vale of Glamorgan Car Parks and Town Hall Toilet Block

Councillor E Williams declared an interest.

Councillors were previously circulated Agenda Brief re Lease of Vale of Glamorgan Car Parks and Town Hall toilet block.

RESOLVED: The Town Clerk action what is within her remit and that a Recreation and Buildings Committee meeting be called, with a site visit, to discuss all other items,

764. MISCELLANEOUS

To discuss emails dated 27th June 2026 and 1st July 2026 re Tempo and Value in the Vale Volunteer Schemes

Councillors had previously been circulated emails dated 27th June 2026 and 1st July 2026 re Tempo and Value in the Vale Volunteer Schemes. Noted.

To discuss letter dated 22nd June 2026 re request to light up Llantwit Major Town Hall and/or War Memorial during GRI Gene Disorder Awareness Month – March 2027

Councillors had previously been circulated letter dated 22nd June 2026 re request to light up Llantwit Major Town Hall and/or War Memorial during GRI Gene Disorder Awareness Month – March 2027

RESOLVED: That at this time the request be declined. A new Policy be drawn up in line with the Flag Flying Policy with regards changing the light colours on the Town Hall.

To discuss Agenda Brief re Food Festival 2026 Post Event Report

Councillors had previously been circulated Agenda Brief re Food Festival 2026 and Post Event Report

RESOLVED: That the 2027 Food Festival goes ahead. The £15 under spend be ringfenced for future Food Festival.

To discuss email dated 15th July 2026 re Openreach Telegraph Poles

Councillors had previously been circulated email dated 15th July 2026 re Openreach Telegraph Poles, along with copies of petition and letters forwarded to Openreach from a local resident.

RESOLVED: The Town Council write to Vale of Glamorgan Council asking them to review the position of the new pole recently installed at the junction of Ham Lane South and Cambrian Avenue. It has been installed very close to the pavement edge on a corner, resulting in obstruction to pedestrians with buggies and wheelchair users. In addition, there is a potential difficulty with visibility for vehicles exiting from Cambrian Avenue onto Ham Lane South.

To discuss email dated 8th June 2026 re National Climate Emergency Film and presentation from Llantwit Major Climate Conservation Group

Councillors had previously been circulated email dated 8th June 2026 re National Climate Emergency Film and had received a presentation from Llantwit Major Climate Conservation Group prior to this meeting.

RESOLVED: That this matter be postponed to September Full Town Council for discussion following the public showing of the National Climate Emergency Film in Llantonian Hall on 18th September 2026.

765. **PART II****THE PUBLIC AND PRESS MAY BE EXCLUDED FROM THE MEETING DURING CONSIDERATION OF THE FOLLOWING ITEMS IN ACCORDANCE WITH PUBLIC BODIES (ADMISSIONS TO MEETINGS)****ACT 1960 (2)****Appointment of Community Engagement Administrator**

Councillor Hanks, Councillor Deakin and the Town Clerk gave a brief verbal report regarding the interview and appointment of the Community Engagement Administrator.

RESOLVED: That Molly Beer be appointed as the Community Engagement Administrator with a start date of 1st September 2026, on a 3 month probationary period, to be reviewed at the Full Town Council meeting 26th November 2026.

The Town Clerk gave a brief verbal report regarding a recently reported incident on the recreation field. She will keep members up to date with the situation.

Signed.....
MAYOR

Date.....