

Minutes of the Hybrid Meeting of Llantwit Major Town Council held in the Council Chamber, Old School and remotely via zoom on Thursday 24th September 2026 at 7.05pm

PRESENT; Chairperson Councillor S Hanks - Deputy Town Mayor

Councillors Dr P Dickson)
 Dr D Ellis) NORTH WARD
 E Williams)
 D Thomas)

J Lewis) SOUTH EAST WARD
 G Thomas)

J Deakin) BOVERTON WARD

Dr L Hallan) WEST WARD
 D Powell)

PC Jamie Williamson

Apologies were received from;
 Councillor Graham Morgan – prior commitment
 Councillor Gillian Hughes
 Councillor Jayne Norman – prior commitment

(Z) – Via Zoom

Pursuant to the requirements of this Councils 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 note Planning Application decisions by the Vale of Glamorgan Council. Item 2, To discuss letter dated 10th September 2026 re Planning Appeal Against Refusal of a Householder Application. Item 3, To note implementation of the Planning (Wales) Act 2026 and the Planning (Consequential Provisions) (Wales) Act 2026. Item 4, To note email dated 11th August 2026 re Vale of Glamorgan Replacement Local Development Plan.

Pursuant to the requirements of this Councils Code of Conduct, Councillor D Thomas declared a prejudicial interest in Item 1, To discuss estimate from Avonmore re Bowling Green maintenance for Autumn 2026 and playing season 2027. Item 2, To discuss Firework Display Application from Llantwit Major RFC for 5th November 2026. Item 3, To discuss Agenda Brief re Management Agreement between Llantwit Major Town Council and Llantwit Major RFC.

766. MINUTES

Full Town Council Meeting held 30th July 2026

The minutes of the Full Town Council Meeting held on the 30th July 2026 had previously been circulated to Council Members.

RESOLVED: That the minutes of the Full Town Council Meeting held on 30th 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.

Allotment Committee Meeting held 28th July 2026

The minutes of the Allotment Committee Meeting held on 28th July 2026 had previously been circulated to Council Members.

RESOLVED: That the minutes of the Allotment Committee Meeting held on 28th 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.

Town Partnership Meeting held 30th July 2026

The minutes of the Town Partnership Meeting held on the 30th July 2026 had previously been circulated to Council Members.

RESOLVED: That the minutes of the Town Partnership Meeting held on 30th 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.

Buildings & Recreation Meeting held 13th August 2026

The minutes of the Buildings & Recreation Meeting held on the 13th August 2026 had previously been circulated to Council Members.

RESOLVED: That the minutes of the Buildings & Recreation Meeting held on 13th August 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.

Town Partnership Meeting held 10th September 2026

The minutes of the Town Partnership Meeting held on the 10th September 2026 had previously been circulated to Council Members.

RESOLVED: That the minutes of the Town Partnership Meeting held on 10th September 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.

Town Hall Working Group held 10th September 2026

The minutes of the Town Hall Working Group held on the 10th September 2026 had previously been circulated to Council Members.

RESOLVED: That the recommendation regarding energy audits be amended to go ahead for all three buildings as opposed to just Llantonian Hall, as discussed by the 5 Year Plan Meeting 24th September 2026 and the minutes of the Town Partnership Meeting held on 10th September 2026 be adopted and accepted as a true record and any recommendations to be actioned by the Town Hall Working Group.

Matters Arising

There were no matters arising.

Allotment Committee Meeting held 15th September 2026

The minutes of the Allotment Committee Meeting held on 15th September 2026 had previously been circulated to Council Members.

RESOLVED: That the minutes of the Allotment Committee Meeting held on 15th September 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 15th September 2026

The minutes of the Planning Meeting held on the 15th September 2026 had previously been circulated to Council Members.

RESOLVED: That the minutes of the Planning Meeting held on 15th September 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.

Citizens Award Meeting held 15th September 2026

The minutes of the Citizens Award Meeting held on the 15th September 2026 had previously been circulated to Council Members.

RESOLVED: That the minutes of the Citizens Award Meeting held on 15th September 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.

767. PUBLIC QUESTION TIME

There were no members of the public present.

768. 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.

769. TOWN MAYOR**Town Mayors events attended 1st August 2026 to 30th September 2026**

Councillors had previously been circulated with the Town Mayor events attended 1st August 2026 to 30th September 2026. It was acknowledged that the Town Mayor did an excellent job when at Le Pouliguen for the twinning trip. Noted.

Deputy Town Mayors events attended 1st August 2026 to 30th September 2026

Councillors had previously been circulated with the Deputy Town Mayors events attended 1st August 2026 to 30th September 2026. Noted.

Questions to the Town Mayor

There were no questions to the Town Mayor.

770. COMMUNITY CONSTABLE**To receive Community Constable report**

PC Williamson reported on the last two months figures. July to August there were 37 recorded crimes including 1 robbery, 2 dwelling burglaries which included an unoccupied house in Llantwit. There were 8 violent, 6 public order offences, 1 shoplifting and 1 drug offence. In August to September there were 35 recorded crimes including 11 violent, 6 public order offences, 2 shoplifting, 3 criminal damage and 1 drug offence. Anti-social behaviour is still happening in Heol Croeso and Cwrt Col Huw, still liaising with Housing department to cut it down. There have been incidents where kids have been throwing stones at people and kicking doors of houses, 5 boys have been identified and spoken to, and the problem has now stopped. Councillor Dr Ellis brought up the issue of speeding on the Northern Access Road, it is upsetting residents and enquired about putting a speed camera somewhere along that area. PC Williamson stated that there is a speed camera that parks up in the layby at St Athan Park. He will contact Go Safe again regarding this matter and will patrol more on Friday and Sunday evenings when the problem is more prominent. Councillor G Thomas asked if there was a plan in place if travellers ever got onto green sites in Llantwit Major, PC Williamson stated that there was no plan in place, however past incidents have involved the Local Authority intervention with senior police officers so it wouldn't be dealt with at a local level. Councillor D Powell enquired if there was still funding available for rural crime. PC Williamson stated that Cardiff and Vale had given money for this and it was used on an ANPR Camera. Police & Criminal Commission office have funded a rural crime officer who goes around farms etc. New Inspector has plans for drones and helicopters in rural areas. There were people who had been prosecuted for trespassing and hare coursing not so long back, so it is happening.

771. 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 Digital Notice Board is back up and running and is being used again. Memorial testing is due to go ahead on 9th November 2026, there are documents in the office if anyone approaches a Town Councillor regarding this. The ride on mower has been fixed and is due to be returned on Monday, costs will be negotiated due to the length of time and lack of communication with contractor. Town Clerk also reported that she had been asked to mention that Councillors inform the Clerk and Deputy Town Clerk if they are not available for meetings etc in advance. An email will be sent out to all Councillors to remind them.

Report from Vale Councillors

Councillor E Williams reported on school budgets, Social Services and Children's Services.

Report from Placemaking Representative

Councillor Dr P Dickson gave an update on the budget of £80,000 allocated to Llantwit Major, where £40,000 is to be used on improving the Old Town Square, £20,000 to be spent on Gateway and £20,000 on declutter of Wayfinding. Following a recent site meeting at Old Town Square, Alec Shand has gone back to Vale of Glamorgan Council to clarify position with Highways for access around the Cenotaph. He is also going to see if the railings at Lorna Hughes Park can be removed. Councillor Dr P Dickson reported that the lift is arriving on Monday and will be fitted the same day. We are waiting on the Conservation Officer regarding the doors for the Town Hall. An open day will be organised once finished.

Action Tracker

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

To discuss Llantwit Major Town Council Co-option Procedure

Councillors had previously been circulated with Llantwit Major Town Council Co-option Procedure.

RESOLVED: That the Llantwit Major Town Council Co-option Procedure be adopted.

To note email dated 3rd August 2026 re vacancy within Boverton Ward and set a date for co-option

Councillors had previously been circulated email dated 3rd August 2026 re vacancy within Boverton Ward.

RESOLVED: Date for co-option be set for 6pm 22nd October 2026.

772. PERSONNEL**To note Local Government Services Pay Agreement 2026/27**

Councillors had previously been circulated Local Government Services Pay Agreement 2026/27. Noted.

773. COUNCIL MEETINGS

Councillors had previously been circulated with meetings for month of October 2026. Change of next Full Town Council meeting date to 22nd October 2026. Noted.

774. FINANCE**Bank Reconciliation for period 1st July 2026 to 31st July 2026**

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1st July 2026 to 31st July 2026. Noted.

Bank Reconciliation for period 1st August 2026 to 31st August 2026

Councillors had previously been circulated with a copy of the Bank Reconciliation for period 1st August 2026 to 31st August 2026. Noted.

Expenditure and Income for the period 23rd July 2026 to 16th September 2026

Councillors had previously been circulated with a copy of the Expenditure for the period 23rd July 2026 to 16th September 2026. Noted.

775. DEVELOPMENT**To note Planning Application decisions by the Vale of Glamorgan Council**

Councillor E Williams declared an interest

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

Councillor G Thomas entered meeting.

To discuss letter dated 10th September 2026 re Planning Appeal Against Refusal of a Householder Application

Councillor E Williams declared an interest

Councillors had previously been circulated letter dated 10th September 2026 re Planning Appeal Against Refusal of a Householder Application. Noted.

To note Implementation of the Planning (Wales) Act 2026 and the Planning (Consequential Provisions) (Wales) Act 2026

Councillor E Williams declared an interest

Councillors were previously circulated Planning (Wales) Act 2026 and the Planning (Consequential Provisions) (Wales) Act 2026. Noted.

To note email dated 11th August 2026 re Vale of Glamorgan Replacement Local Development Plan

Councillor E Williams declared an interest

Councillors were previously circulated email dated 11th August 2026 re Vale of Glamorgan Replacement Local Development Plan. Noted.

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

- 1) Burial of cremated remains Stella Margaret Evans LC8 (reopen) 17th August 2026
- 2) Burial of cremated remains Anthony Dennnis Sherratt Mf9 (new plot) 17th August 2026
- 3) Burial of cremated remains Wendy Williams Mb7 (reopen) 24th August 2026
- 4) Burial of cremated remains Laura Flint (reopen) 18th September 2026

RESOLVED: That approval be granted for the Exclusive Right of Burial Certificate to be issued and sealed on behalf of the Town Council in respect of matters 2.

777. RECREATION & OPEN SPACES

To discuss estimate from Avonmore re Bowling Green maintenance for Autumn 2026 and playing season 2027

Councillor D Thomas declared an interest

Councillors were previously circulated with a quotation from Avonmore for Autumn 2026 and playing season 2027.

RESOLVED: That the quotation for works be accepted and maintenance go ahead for Autumn 2026 and playing season 2027.

To discuss Firework Display Application from Llantwit Major RFC for 5th November 2026

Councillor D Thomas declared an interest

Councillors were previously circulated Firework Display Application from Llantwit Major RFC for 5th November 2026.

RESOLVED: That the Application be accepted and Firework Display go ahead on 5th November 2026, subject to Llantwit Major Rugby Football Club complying with all requirements as notified by Vale of Glamorgan Council.

To discuss Agenda Brief re Management Agreement between Llantwit Major Town Council and Llantwit Major Rugby Football Club

Councillor D Thomas declared an interest

Councillors were previously circulated Agenda Brief re Management Agreement between Llantwit Major Town Council and Llantwit Major Rugby Football Club.

RESOLVED: That the Amended Management Agreement and Licence between Llantwit Major Town Council and Llantwit Major Rugby Football Club be accepted. A copy to be forwarded to Llantwit Major Rugby Football Club.

778. TOWN HALL

To discuss email dated 28th August 2026 re Town Hall Car Park lighting

Councillors were previously circulated email dated 28th August 2026 re Town Hall Car Park lighting.

RESOLVED: That an email reply be sent explaining that the lighting system is on a dusk till dawn trigger system and cannot be changed.

779. OLD SCHOOL

To discuss Application for Approval of a venue for Marriage and Civil Partnership Ceremonies at the Old School

Councillors were previously circulated Application for Approval of a venue for Marriage and Civil Partnership Ceremonies at the Old School

RESOLVED: That the Application for Approval of a venue for Marriage and Civil Partnership Ceremonies at the Old School be renewed and the fee of £1,562.00 paid.

780. WEST STREET POND

To discuss Agenda Brief re Midwell Project

Councillors were previously circulated with Agenda Brief re Midwell Project providing an update on the project and proposed open event.

RESOLVED: That the leaflet be changed to Councillor Dr P Dickson's version and the official open day be on 15th October 2026 at 2pm. Attendees to be invitation only.

781. VALE OF GLAMORGAN COUNCIL

To note email dated 3rd August 2026 re telegraph poles

Councillors had previously been circulated email dated 3rd August 2026 re telegraph pole at the junction of Ham Lane South and Cambrian Avenue. Noted.

To discuss email dated 27th August 2026 re Application for a Variation of Premises Licence – KJ's Craft Ale Bar & Pop-up

Councillors had previously been circulated email dated 27th August 2026 re Application for a Variation of Premises Licence – KJ's Craft Ale Bar & Pop-up. Noted.

To discuss email dated 8th September 2026 re 'Streets for All' Boverton Road

Councillors had previously been circulated email dated 8th September 2026 re 'Streets for All' Boverton Road. Noted.

To discuss email dated 16th September 2026 re tidal lagoon at Aberthaw

Councillors had previously been circulated email dated 16th September 2026 re potential location of a tidal lagoon at Aberthaw

RESOLVED: That an email be sent to representative of Cardiff Capital Region inviting them to come to a future Full Town Council meeting and give a presentation.

782. WELSH GOVERNMENT

To discuss email dated 24th July 2026 re Travel for All research

Councillors had previously been circulated email dated 24th July 2026 re Travel for All research

RESOLVED: That Town Councillors complete the questionnaire individually

783. MISCELLANEOUS

To discuss email dated 25th August 2026 re Complaint from Vale of Glamorgan Council

Councillors had previously been circulated email dated 25th August 2026 re letter from Vale of Glamorgan Council to a local resident asking him to remove his floral display.

RESOLVED: To write to the Vale of Glamorgan Council expressing the Town Council's disappointment that they have instructed the resident to remove the display and request that they be allowed to remain.

To discuss Proposal relating to heating and cooling in Town Council premises

Councillors had previously been circulated with an Agenda Brief re Proposal relating to heating and cooling in Town Council premises. Councillor J Lewis gave a verbal report.

RESOLVED: That the proposals be taken to a Five Year Plan Meeting.

To discuss Agenda Brief re Health Centre

Councillors had previously been circulated Agenda Brief re Health Centre and request that the Town Council approach our new MS's for support in our push for a new Health Centre in the town.

RESOLVED: That the Town Clerk write to all 6 MS's to ask for their support for the provision of a new health and social care facility in Llantwit Major

To discuss presentation received re National Climate Emergency Film and Practical Ideas/Actions for the Town Council to consider in light of the climate emergency

Councillors had previously received a presentation re National Climate Emergency, and a copy of Agenda Brief outlining practical ideas / actions to be taken to a future meeting.

RESOLVED: That the ideas/actions be taken to a future meeting.

To discuss the absence of facilities in Llantwit Major for the dealing with, and the dressing of, minor injuries

Councillors were previously circulated with correspondence re the absence of facilities in Llantwit Major for the dealing with, and the dressing of, minor injuries

RESOLVED: That a letter be sent to Cardiff & Vale Health Board re the management of injuries in rural vale.

784.

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)

To receive report from Working Group Meeting held 10th September 2026

Councillors were previously circulated with report from Working Group Meeting held 10th September 2026. Noted.

To discuss Community Engagement Administrator post

Councillors were given verbal update from Town Clerk re Community Engagement Administrator post. Noted.

Signed.....
MAYOR

Date.....