

**Cowbridge with Llanblethian Town Council**  
**Minutes of the Town Council Meeting**  
**held in the Council Chamber, Cowbridge Town Hall,**  
**on Tuesday 17<sup>th</sup> November 2015 at 7.00pm.**

**Present:** Deputy Mayor – Councillor Mrs E A George  
Councillors: Mrs M Arnold, Mrs G Baty, Ms F Blomeley (*arrived item 3*),  
Mrs A Burges, G A Cox, Mrs S M Cox, J R Harris, P J Knapp, D G Morgan,  
and T L Williams MBE.

**In Attendance:**

Town Clerk – Mr Andrew Davies  
Administrative Assistant - Mrs Jackie Griffin  
Mr David Morris  
PC Stuart Elson  
Revd Edward Dowland Owen.

**Item 1:**           **Apologies for Absence.**  
**149/15**           Councillors: D W Morris, A T Trousdell & Mrs S Vaughan.

**Item 2:**           **Declarations of Interest.**  
**150/15**           Councillor Mrs F Blomeley – Item 9b (Planning Report item 5.3).

**Item 3:**           **The Financial Report.**  
**151/15**           The Report was presented by Councillor J R Harris. The Receipts and  
Payments Account for the period 1<sup>st</sup> April 2015 to 31<sup>st</sup> October 2015 and  
statement of bank balance as at 31<sup>st</sup> October 2015 was circulated.

Balances as at 31<sup>st</sup> October 2015.

Current Account:	£ 8,127.00
Investment Gold Account:	£ 53,219.70
Money Market	<u>£ 60,000.00</u>
Total	£121,346.70
Less Outstanding Cheques	<u>£ 1,305.60</u>
	<u>£120,041.10</u>

**Proposed** by Councillor J R Harris, seconded by Councillor P J Knapp and  
**resolved** that the Receipts and Payments Account and statement of bank  
balance be accepted and adopted.

**Item 4:**           **To confirm the minutes of the Town Council Meeting held on**  
**152/15**           **20<sup>th</sup> and 27<sup>th</sup> October 2015.**

**Proposed** by Councillor P J Knapp, seconded by Councillor Mrs G Baty  
and **resolved** that the minutes of the Town Council Meetings held on  
20<sup>th</sup> October 2015 was confirmed as a correct record and duly signed.

**Proposed** by Councillor D G Morgan, seconded by Councillor P J Knapp  
and **resolved** that the minutes of the Town Council Meetings held on  
27<sup>th</sup> October 2015 was confirmed as a correct record and duly signed.

**Item 5: Matters arising from Town Council Meetings held on 20<sup>th</sup> and 27<sup>th</sup> October 2015.**

153/15

No matters arising from meeting held 20<sup>th</sup> October 2015.

*PC Elson and Mr D Morris left the meeting for the duration of the following item.*

**Resolution under Standing Order No. 64a.**

**Proposed** by Councillor D G Morgan, seconded by Councillor P J Knapp, that standing order 64a is invoked because of the discussions in relation in standing order 33, employees of the Town Council.

**Resolved** as proposed.

See appendix 1.

**Item 6: Community Police Matters.**

154/15

PC Elson circulated crime figures for the month of October and gave some background information. A request was made for crime figures from the corresponding period of the previous year to be provided as a comparator.

PC Elson referred to the issue of parking by parents and students at the Comprehensive School and circulated a draft of a letter he has prepared and will be distributed to highlight the dangers this is causing. The letter will suggest alternative arrangements being made for students travelling to and from school. PC Elson is seeking the Council's approval to the content of the letter and whether Members had any suggestions or amendments to be made and for them to be put forward at December's Town Council meeting. It was suggested that the letter is also circulated to the school's Governing Body and PTA.

PC Elson reported that he has monitored the parking by 6th form students in the Millfield Drive and Druids Green and they are doing so legally.

**Item 7: Road Safety.**

155/15

See item 6.

**Item 8: Reports**

156/15

**a) Mayor**

**Saturday 7<sup>th</sup> November** - The Mayor and Mayoress hosted a Coffee Morning in the Mayor's Parlour in aid of the Mayor's chosen charities 'Prostate Cymru' and 'Motivational Learning Trust' (MLT).

**Sunday 8<sup>th</sup> November** – The Mayor, Mayoress and some Members of the Town Council attended a Service of Remembrance at St John's Church, Llanblethian. The Mayor, Mayoress and Members of the Town Council along with the Royal British Legion and Mayor's Guests attended the Remembrance Sunday Parade and Service.

**Tuesday 10<sup>th</sup> November** – The Deputy Mayor and Deputy Consort attended the 22<sup>nd</sup> Annual Understanding Disability Awards Presentation at The Future Inn Hotel, Cardiff Bay followed by lunch.

**Wednesday 11<sup>th</sup> November** – The Mayor and some Members of the Town Council attended a Remembrance Service at the War Memorial.

**Thursday 12<sup>th</sup> November** – The Mayor and Mayoress attended the Official Opening of Cowbridge Art Society's Annual Christmas Exhibition, with the Mayor opening the exhibition, at the Old Hall, Cowbridge.

**Item 8: Reports (continued)**

**b) Town Clerk**

*Dates for your diary:*

Thursday 26<sup>th</sup> November 2015 ‘Big Screen’ – ‘Mr Holmes’

Sunday 29<sup>th</sup> November – Reindeer Parade

Saturday 5<sup>th</sup> December – Mayor’s Coffee Morning

Thursday 17<sup>th</sup> December – ‘Big Screen’ – ‘Cinderella’.

Friday 18<sup>th</sup> December – Pantomime – ‘Beauty and the Beast’

The Town Clerk thanked all of the staff for their support with the arrangements for Remembrance Sunday.

A letter received from the Post Office on the day of the meeting was circulated to Members for information. It referred to the forthcoming opening of a new branch at 27 Eastgate and further advised that it will operate as one of their new local style Post Office branches. It is scheduled to open at 1pm on Wednesday 9<sup>th</sup> December 2015, subject to any unforeseen schedule changes, and will be open Monday to Saturday from 8am to 7pm.

This was the last Town Council meeting before the Town Clerk’s retirement at the end of the month and he thanked all of the members of the Town Council, both past and present, for their support and help that they had given him during the past sixteen and a half years. During his time in post he had made many friends both within the council as well so many members of the local community. He then referred to the staff by name, again both past and present, for all of the assistance and support they had given to him and which had provided the Town Council with such a solid and reliable ‘team’. Councillor G A Cox thanked the Town Clerk for his exceptional contribution and the extra work which he had undertaken during his tenure.

Payment of the accounts to be ratified  
Expenses totalling £12,606.08 to be paid.

**Proposed** by Councillor T L Williams, seconded by Councillor Mrs G Baty that the payment of the accounts be ratified.

**Resolved** as proposed.

**Item 9: Reports of Committees.  
157/15 a. Leisure & Amenities.**

Councillor Mrs A Burges reported on the meeting held on 2<sup>nd</sup> November 2015.

Councillor J R Harris referred to Item 8, budgetary requirements for 2016/2017 and expected expenditure for the current financial year and requested that figures are forwarded in time for December’s Committee meetings.

Councillor Mrs S M Cox referred to Item 9.1 and **proposed** that a letter is sent to Mr P Beaman, the former Operational Manager for Parks and Open Spaces at the Vale of Glamorgan Council, to thank him for the support and advice he has provided the Town Council with for so many years and sending him best wishes for the future. The proposal was seconded by Councillor T L Williams and **resolved**.

**Proposed** by Councillor Mrs A Burges, seconded by Councillor P J Knapp, that the report be accepted and adopted.

**Resolved** as proposed.

**Item 9: Reports of Committees (continued).**

**b. Planning.**

Councillor Mrs S M Cox reported on the meeting held on 2<sup>nd</sup> November 2015.

**Proposed** by Councillor Mrs S M Cox, seconded by Councillor T L Williams that the report be accepted and adopted.

**Resolved** as proposed.

**c. Finance and General Purposes.**

Councillor J R Harris reported on the meeting held 3<sup>rd</sup> November 2015 and highlighted item 9, in respect the quotation received from Rank Xerox, via the Vale of Glamorgan Council, to provide a new photocopier and service contract. The quotation is extremely competitive and is recommended subject to a satisfactory financial agreement being established to terminate the existing contract.

**Proposed** by Councillor J R Harris, seconded by Councillor Mrs F Blomeley, that the report be accepted and adopted.

**Resolved** as proposed.

**d. Town Hall**

Councillor P J Knapp reported on the meeting held 3<sup>rd</sup> November 2015.

**Proposed** by Councillor P J Knapp, seconded by Councillor Mrs F Blomeley, that the report be accepted and adopted.

**Resolved** as proposed.

**Item 10: Reports of Representatives & Other Committees.**

**158/15**

10.1

**Cowbridge and Llanblethian United Charities.**

No meeting.

10.2

**Evan Jenkins Charity.**

No meeting.

10.3

**Cowbridge Institute Charity.**

No meeting.

10.4

**One Voice Wales.**

Councillor P J Knapp advised that the minutes of the last meeting held 26<sup>th</sup> October are held by the Town Clerk. However, the minutes do not reflect the robust strength of feeling expressed by those at the meeting with regard to the replacement of S106 contributions by CIL (Community Infrastructure Levy) as a large portion of the cash from developments will be applied to infrastructure maintenance despite the fact that most of the infrastructure does not exist.

10.5

**Cowbridge and District Museum Trust.**

No meeting.

10.6

**Cowbridge Town Twinning Association.**

Councillor Mrs G Baty reported on a successful 'Breton evening', which took place on 13<sup>th</sup> November at the town hall.

- Item 10: Reports of Representatives & Other Committees (continued).**
- 10.7 **Joint Liaison Association on Footpaths.**  
Councillor Mrs M Arnold reported on the short meeting held on 22<sup>nd</sup> October at which only two Councillors were present. Councillor Mrs Arnold was pleased to report that she has recently been advised that progress is being made regarding the 'trolley park' at Waitrose, the trolleys that are currently blocking the public footpath are to be moved and in addition, signage is to be installed to mark the footpath's existence.  
The issue of the blocked footpath at Newton House Farm is to be resolved.
- 10.8 **Governing Body of Y Bont Faen Primary School.**  
Councillor P J Knapp reported that a suspected case of Legionnaires disease was suspected and following a very thorough investigation, the school was given a completely clean 'bill of health'. Councillor Knapp praised the school not only for the swift action taken by them which resulted in it being closed for one day only, but also for the way that parents and guardians were kept informed throughout.
- 10.9 **Governing Body of Ysgol Iolo Morganwg.**  
Councillor T L Williams reported that a number of meetings had been held and some annual reviews had taken place.
- 10.10 **Cowbridge Chamber of Trade.**  
No meeting.
- 10.11 **Cowbridge in Bloom.**  
Councillor Mrs E A George reported on the meeting held on 16<sup>th</sup> November at which the summer planting for next year was discussed. The Committee has decided to obtain plants from a different supplier next year and the baskets are to be removed on the weekend to be stored in readiness for 'planting up' next year.
- 10.12 **Best Kept Village.**  
No meeting.
- 10.13 **Community Liaison Committee.**  
Councillor J R Harris advised that the last meeting 'clashed with the last Town Council meeting and his apologies had been tendered.
- 10.14 **Age Connect 'Good Neighbour Scheme'.**  
Councillor Mrs A Burges advised that plans for the Christmas Party for the clients are well underway and Councillor Mrs Burges has been assisting with the office administration in Llantwit Major.
- 10.15 **Cowbridge Charter Trust.**  
No meeting.
- 10.16 **Food and Drink Festival Committee**  
Next meeting to be held in January 2016.
- 10.17 **Vale Market Community Enterprise.**  
No representative.
- 10.18 **Llanblethian Community Group.**  
No matters arising.

**Item 10: Reports of Representatives & Other Committees (continued).**

**10.19 Cowbridge Town Team.**

No representative.

**10.20 Local Action Group (LAG).**

No meeting.

**10.21 Cowbridge 'Reboot'.**

No meeting.

**Item 11: Correspondence.**

**159/15**

11.1

E-mail received from Ms Lisa Barton, Field Change Advisor at the Post Office advising that the public consultation on the re-opening of the Post Office has ended and it is intended to open the new office on 9<sup>th</sup> December 2015.

**Noted.**

11.2

Letter received from Dr P Beck, Lord Lieutenant, regarding an initiative entitled 'Clean for the Queen' in recognition of the Queen's 90<sup>th</sup> Birthday on 21<sup>st</sup> April 2016. The intention is for 'Clean for the Queen' litter blitzes to be held throughout the country during January, February and March with the most 'monumental of all litter clear-ups' taking place between Friday 4<sup>th</sup> - Sunday 6<sup>th</sup> March 2016. It is hoped that these activities will leave a legacy of encouraging more people to reduce their litter habit live more sustainably.

Councillor G A Cox suggested that the Town Council should take a proactive part and organises its own 'litter clear-up' by obtaining the necessary equipment either from the Vale of Glamorgan Council or from 'Keep Wales Tidy'.

It was agreed that this should be made an agenda item for December's meeting for further consideration and discussion.

11.3

E-mail received from Historical Promotions and Event Management promoting their activities for celebrations which could be held in recognition of the Queen's 90<sup>th</sup> Birthday in 2016.

**Noted.**

11.4

Consultation document received from the National Assembly on the draft Public Service Ombudsman (Wales) Bill. The consultation is seeking views on the consideration of extending the powers of the public services Ombudsman for Wales. The Finance Committee undertook an inquiry into the powers of the Public Services Ombudsman and recommend that a Bill should be introduced into the Assembly. Annex A has questions which the Town Council is invited to answer and responses are required by 18<sup>th</sup> January 2016. It was agreed that the Members should respond on an individual basis.

**Item 12: Publications (All held by the Town Clerk).**

**160/15**

12.1

Clerk & Councils Direct – November 2015.

12.2

The Clerk – November 2015.

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**Item 13: South Wales Police and Crime Commissioner - Consultation on Police and Crime Plan 2016/2021 and Budget Proposals for 2016/17.**  
**161/15**

The South Wales Police and Crime Commissioner is consulting on his budget plans for 2016/17 together with the draft South Wales Police and Crime Plan, which sets the policing priorities for South Wales from 2016 through to 2021. The consultation provides an opportunity for everyone to put forward views on policing in their area. Responses to the consultation document are required by 21<sup>st</sup> November 2015.

Members discussed the document and expressed their concerns at the reduction in Police Officer numbers in South Wales as demonstrated by a graph contained in the document.

It was agreed that Members should respond individually if they so desired and reminded of the relatively short deadline.

**Item 14: Documents for sealing.**  
**162/15**

14.1 Grant of Exclusive Right of Burial for Grave No. N192 in the Limes Cemetery, purchased by Mr A Dunlinson, of Ashwood, Marcross; Ms L Dunlinson of Flat 20239 Camden Road, London and Mr M Dunlinson of 24 Melingriffith Drive, Cardiff.

14.2 Grant of Exclusive Right of Burial for Grave No. 65 in the Limes Cemetery, transferred to Mr B Jones, 57 Trem y Garth, Llanharry, Pontyclun.

14.3 Grant of Exclusive Right of Burial for Grave No. N142A in the Limes Cemetery, purchased by Mr M Floyd, 26 Broadway, Cowbridge.

14.4 Grant of Exclusive Right of Burial for Cremation Plot E9 in the Limes Cemetery, purchased by Mrs E Burt, The Brambles, 2 Salmons Wood, Craig Penllyn.

**Documents sealed.**

**Item 15: Date and time of next Meeting.**  
**163/15**

Tuesday 22<sup>nd</sup> December 2015 at 7.00pm.

Councillor D W Morris

**Mayor.**

Date minutes signed.