

Cowbridge with Llanblethian Town Council
Minutes of the Town Council Meeting
held in the Council Chamber, Cowbridge Town Hall,
on Tuesday 19 June 2018 at 7.00pm.

Present: Mayor – Councillor Mr T L Williams MBE
Deputy Mayor – Councillor A T Trousdell
Councillors: J M Andrew, Mrs M Arnold, Mrs G Baty BEM, Mrs A Burges, Mrs S M Cox MBE, R S Downe, C George, J R Harris, Mrs S Vaughan, J Wallis, H Wright.

In Attendance:
Town Clerk – Ms Ceri Anderson
Reverend Heather Weddell.
Constable Stuart Elson, South Wales Police

The Reverend Heather Weddell preceded the meeting with a prayer.

Item 1: **Apologies for Absence.**
26/18 Councillor G A Cox - Personal
Councillor Mrs N C Thomas - Personal

Item 2: **Declarations of Interest.**
27/18

Name of Member	Agenda Item/Nature of Interest
Councillor Mrs S Cox	Agenda Item 13 b. Planning Report 8.9,8.10,8.11 Director & Trustee of Cowbridge Charter Trust CIO – Prejudicial Interest

The Mayor Cllr T L Williams introduced standing order number 14(a) to vary the order of business on the grounds of expediency.

Item 3: **Community Police Matters**
28/18 PC Elson gave members a comprehensive occurrence report for May 2018, provided Council with details of those listed. Councillors were advised that during the recent Food and Drink Festival incidents were relatively low.

Item 4: **Road Safety**
29/18 Councillors were advised that a new mobile phone system was being trialled to counteract speeding offences within the area. Councillor George advised that this could be very useful for the Aberthin area. PC Elson advised that he would contact the PCSO on her return from annual leave and ask her to make contact with the Town Council on this matter.

The Mayor thanked PC Elson for his report and for his assistance earlier in the day regarding preparations for the Civic Service and the forthcoming RAF St Athan Parade.

Item 4: The Financial Report & Annual Audit 2017/2018.
30/18

a) Financial Report

The Report was presented by Councillor C George. The Receipts and Payments Account for the period 1st April 2018 to 31st May 2018 and statement of bank balance as at 31st May 2018 was circulated.

Cowbridge with Llanblethian Town Council

Bank Reconciliation up to 31/05/2018

Current Account	£8,000.00
Business Investment Account	£56,026.60
Money Market	£60,000.00

Total	£124,026.60
--------------	--------------------

Less outstanding cheques	
Cheque no.005951	£103.71
Cheque no.005955	£100.00
	£203.71

£123,822.89

(R.F.O.)

Certified
correct.....

Date

Current Bank Interest Rates.
Current Account ...Nil.....
Business Investment Account...0.05%.....
Money Market Account ...0.55%.....

Resolved: That the monthly accounts as presented are accepted and duly signed.

b) Report of the Internal Auditor and Annual Return 2017/18

Members considered the report of the Internal Auditor as presented:

Resolved: To note the details of the report of the Internal Auditor.

Members consider the Annual Return for Year ended 31 March 18.

Resolved: To approve and duly sign the Annual Return for 2017/2018.

Item 5: **To confirm the minutes of Town Council Meetings held on 31/18 Tuesday 22nd May 2018.**

Resolved: To confirm and sign the minutes of the meeting held on Tuesday 22nd May 2018 as a true and accurate record.

Item 6: **Matters arising from Town Council Meeting held on Tuesday 32/18 22nd May 2018.**

None

Item 7: **To confirm the minutes of the Annual Meeting held on 33/18 Wednesday 23rd May 2018.**

Resolved: To confirm and sign the minutes of the meeting held on Wednesday 23rd May as a true and accurate record with the following amendments:-

Page 1: Attendance
Cllr Mrs S Vaughan present
Cllr Dr J Andrew absent

Page 2. Item 6, 11/18, para 2, Community Police Matters
delete 'her' insert 'him'

Page 7 Item 12, page 7, List of attendees involved in reporting back from outside organisations
5. Dementia Friendly Steering Group delete "Cllr G Cox"insert "Cllr C George

Item 8: **Matters arising from the Annual Meeting held on Wednesday 34/18 23rd May 2018.**

None

Item 9: **To confirm and sign the minutes of the Emergency Meeting of 35/18 Council held on Wednesday 6th June 2018**

Resolved: To confirm and sign the minutes of the meeting held on Wednesday 6th June 2018 as a true and accurate.

Item 10: **Matters arising from the Emergency Meeting of Council held on 36/18 Wednesday 6th June 2018**

The Mayor informed members that when initial work was started at the Gable end of the Town Hall unfortunately more deterioration than originally expected had been found which necessitated additional

spend. Members were referred to the invoice from Kinsale Stone as presented, total additional costs being £1572.00.

The Clerk advised that she had spoken to the scaffolders and had been provided with an estimated price of £800 for the additional scaffolding requirements.

**Item 11
37/18 (i)**

Reports

Mayor

25 May 2018 – Dementia Friendly Launch

9 June 2018 – 100 Years RAF St Athan Parade Barry

14 June – Welcome Visitors from Clisson – Town Twinning

21 June 2018 – Art and Design Department Cowbridge

Comprehensive School Annual Exhibition

1 July 2018 – Cowbridge (Ancient Borough) with Llanblethian Civic Service

10 July 2018 - Annual Leavers Service – Churches Together

15 July 2018 – Llantwit Major Town Council Civic Service

Cllr T L Williams advised that the events as listed were for information, however wanted to reiterate how successful the Dementia Friendly Launch had been and wanted to thank everybody involved in it's organisation.

The Mayor said that the two coffee mornings that had taken place in aid of the Mayor's charity had been very successful and had raised £450.00. All members of Council were invited to attend a Welsh for Learners coffee morning taking place at the Mayor's home on Monday 25th June 2018.

(ii) Clerk

The Clerk reminder Councillors that there was a key register in the office that needed to be updated/signed following newly appointed Mayor\Deputy Mayor and Chairs of Committees.

**Item 12
38/18**

REPORTS FROM COMMITTEES

a. Leisure & Amenities.

Councillor Spencer-Downe presented the report on the meeting held on Monday 4th June 2018. Cllr Spencer-Downe advised members that positive feedback had been received with regards to the work being carried out by the amenities supervisor at the Limes Cemetery.

Members were advised that an article had been placed in the Gem with a request for information about where defibrillators are placed within Cowbridge and Llanblethian. Cllr Harris asked that it be noted that the Town Hall defibrillator was currently publicised as being accessible 24 hours which was not the case. It was agreed that the

Clerk would contact the appropriate organisations and advise of the Town Hall opening hours.

RESOLVED: To accept the report of the Leisure & Amenities Committee dated 4th June 2018.

b. Planning.

The Clerk asked that it be noted that the following amendments be noted on the minutes for the planning Committee:

Page 2 Planning Application No. 2018/00534/LBC
Insert – No Objection

Page 4 Amend to read Cllr S M Cox left the chamber whilst
Items 8.9, 8.10 and 8.11 were being discussed

At 8.12 Inset Cllr S M Cox re-joined the meeting

Councillor Mrs S M Cox reported on the meeting held on Monday 4th June 2018.

Councillor Cox asked that it be noted that the Terms of Reference as presented were in draft form and were to be placed on the agenda of the next meeting of the Planning Committee for further consideration.

Additional Meeting of the Planning Committee held on 12 June 2018

Members were advised that an additional meeting of the Planning Committee had taken place to discuss the 5 year plan.

Councillors were informed that following discussion the Committee had agreed that the three main priorities to carry forward were as noted.

RESOVLED: To accept the recommendations of the Planning Committee dated 4th June 2018

RESOLVED: To accept the recommendations of the Additional Planning Committee dated 12th June 2018.

c. Finance & General Purposes.

Prior to presenting the report to Council, Councillor C George thanked Cllr J Harris for his dedication and hard work as Chair of the Finance the and General Purposes Committee for a number of years.

It was confirmed that Cllr J Harris accepted the nomination to be Vice Chair of the Finance and General Purposes Committee for 2018/19.

Councillor George advised members that the Terms of Reference as presented to the Committee on Tuesday 5th June 2018 and were in draft and were to be referred back for further consideration.

Members were advised that the Clerk had put information on the website to ensure GDPR compliance. The information had been checked by One Voice Wales and was deemed acceptable.

RESOLVED: To accept the recommendations of the Finance and General Purposes Committee dated 5th June 2018.

d. Town Hall.

Councillor J Andrew reported on the meeting held on Tuesday 5th June 2018.

The meeting was advised that originally inspection of the main roof was due to take place when the cherry picker was on site to start work on the Town Hall clock. However, miscommunication between the roofer and the clock repairers meant that the inspection was not carried out. Cllr Andrew informed the meeting that the inspection would now take place when the clock repairers returned to complete works on the Town Hall clock. Following on from this matter Cllr Andrew told Council that all the hands of the Clock needed to be removed for additional repair work to be carried out and an article about the repairs to the Clock had been placed in The Gem to ensure members of the public were kept up to date.

Council were advised that works to further prevent the damp that had been discovered at the rear of the Town Hall would now be carried out at the same time as the repairs to the gable end of the building. The Clerk informed members that the scaffolders had applied for an extension to the permit and were now waiting for a response from Vale of Glamorgan before works to the gable end could progress. Council were advised that the quotation as presented from Martin Roofing Contractors **would now be held in abeyance** until further inspection of the roof had taken place.

It was noted that two of the chairs from the Council chamber had been removed for repair.

Cllr Andrew advised that the committee had agreed that the works for repair to the flooring in toilets adjacent to the main hall should go ahead and following receipt of two quotations from local suppliers the committee had selected the quote for £239.09.

Resolved: To accept the recommendations of the Town Hall Committee dated 5th June 2018 with the following amendment:-

As Cllr C George was chair of Finance and General Purposes Committee it was agreed that he could not be Vice Chair of the Town Hall committee so this item would be referred back to the next meeting of the committee for consideration.

REPORTS FROM ORGANISATIONS

a) List of Councillor Representatives invited to attend various bodies

1. One Voice Wales (1 member plus 1 reserve) – Cllrs A T Trousdell & N Thomas
Cllr Trousdell confirmed the next meeting would take place on 30/7/18
2. Cowbridge Town Twinning Association (2 plus 1 reserve) – Cllrs S Cox, G Baty & C George
Cllr George advised that the recent twinning visit had been an overwhelming success. It was agreed that the Council's congratulations should be passed to the Town Twinning Association.
3. Joint Liaison Association of Footpaths (4) – Cllrs A Burges, H Wright & N C Thomas
No meeting
4. Cowbridge Chamber of Trade (2) – Cllrs C George & J Andrew
No meeting.
5. Cowbridge in Bloom (2) – Cllrs C George & T Williams
No meeting
6. Community Liaison Committee (1 plus 1 reserve) Cllrs J Harris & N C Thomas
Confirmed meeting to take place in two weeks' time.
7. Vale of Glamorgan Destination Mang.Partnership (1 plus 2 reserves) Cllr S Vaughan, Reserves Cllr A Trousdell & Cllr R Spencer-Downe.
Cllr A Trousdell confirmed awaiting minutes from the last meeting and would report back accordingly.
8. Local Access Group (LAG) (1)- Cllr G Baty
Cllr Baty confirmed next meeting 3 July 2018. Councillor Baty Informed members about a new initiative relating to small business within the area being given the opportunity to set up in currently unused premises and being encouraged to get in touch for further information.
9. Vale Market Community Enterprise – Cllr S Vaughan
Cllr Vaughan advised that she did not have anything to report at the present time but would provide an update at the next meeting.

b) List of attendees involved in reporting back from outside organisations

- 1) Age Connect Good Neighbour Scheme (2) Cllrs A Burges & T L Williams
No Meeting

- 2) Cowbridge Charter Trust (1) Cllr S Cox
No Meeting
- 3) Food & Drink Festival (1) Cllr S Cox
Cllr S Cox advised that there had not been a meeting however the recent Food & Drink Festival had been extremely successful.

Cllr J Andrew advised that as part of the organisation of the Food and Drink Festival the road surfaces had been painted and unfortunately much of the paintwork still remained. It was agreed that the Clerk should write to the organisers to ask them if they could arrange for the removal of the paint from the road surfaces.

- 4) Llanblethian Community Group (1) Cllr G Baty
No report.
- 5) Dementia Friendly Steering Group (2) Cllrs T Williams & C George
No report however the Mayor, Cllr T L Williams reiterated how successful the recent launch had been

c) List of Representatives Trusts and Governorships

1. Cowbridge with Llanblethian United Charities. (1) Cllr T L Williams
Council advised that there had been a meeting last week and discussion had taken place about GDPR and awarded grants to the value of £9,000.
2. Evan Jenkins Charity (2) Cllrs M Arnold & J Harris
Meeting to take place on 20/7/18. Clerk to establish numbers of the committee.
3. Cowbridge Institute Charity (2) Cllrs S Cox & G Baty
No meeting
4. Cowbridge & District Museum Trust (1) Cllr S Cox
Members were advised that the Annual General Meeting had taken place and Professor Anthony had been elected as the new Chairperson.
5. The Allotment and Recreation Ground Charity, Ystradowen (1) –
Cllr S Cox advised the no meeting had taken place to date however one had been arranged for Tuesday 26 June 2018.
6. Governing Body of Y Bont Faen Primary School (1)
Cllr T L Williams
Council was informed that the sports day had been very successful and that the year 6 pupils were currently on an outdoor pursuit's trip. Cllr Williams advised that he had attended a recent performance of a Midsummer Night's Dream which was of a very high standard.
7. Governing Body of Ysgol Iolo Morganwg (1) –
Councillor A T Trousdell
The meeting was advised that new boilers had been installed in the School. Cllr Trousdell also informed members that there were

currently 201 pupils on register and the carry forward financial figure for 2018/19 was £1,000. Anti-Bullying was an item for discussion at the next meeting.

Councillors raised concerns about the impact that the Darren Farm site would have upon school numbers in the area and it was important that a new school should be a priority as part of the new development. Cllr S Vaughan referred to the current issue regarding empty educational premises and said that Council should keep a close on this matter - this was supported by members.

Item 14. Citizenship Awards 2018
40/18

Councillor Spencer-Downe reminded members that a decision of Council was made last year to expand upon the Citizenship Awards for 2018. Paper work had been distributed previously to all members. Council was further advised that there would be a number of categories this year and the event would be taking place in the Bear Hotel. Members nominated to sit on selection panel for the forthcoming awards:-

Cllrs M Arnold, G Baty, A Burges, A T Trousdell, J H Wallis, H Wright, T Williams.

Item 15. Purchase of appropriate attire for the Macebearer
41/18

The Mayor reminded Council that Mr Barry Jenkins son Cai Aron Thomas-Jenkins would be taking over from recently retired Macebearer J Herman and it would be necessary for him to purchase a suit to enable him carry out his duties.

RESOLVED: That a budget of up to £100 be allocated to the purchase of a suit for the newly appointed Mace Bearer.

Item 16. Correspondence.
41/18

16.1 Email – Mr D Bell, Treasurer, Cowbridge in Bloom

RESOLVED: To note.

16.2 Letter – R Thomas, Managing Director, V of G, Cowbridge Town Hall

Councillors were disappointed by the response received from the Vale of Glamorgan.

RESOLVED: That the Clerk writes to the Cowbridge Vale Councillors expressing Councils disappointed and asking for their support in this matter.

16.3 Letter – D Loughman, Vale of Glamorgan, Street Names Darren Farm

There was lengthy discussion surrounding the disappointment by Councillors about the Vale of Glamorgan's failure to support the Cowbridge Town Council's suggestions for street names for phase 1 of the Darren Farm Development. Particular reference was made to the Thomas Clarke proposed street names.

RESOLVED: That members consider the street names as presented and forward their proposals to the Mayor for collation who will then pass to the Clerk by Monday 25th June 2018.

RESOLVED: That the Clerk collates the responses accordingly and advises the Vale of Glamorgan of the preferred choice of street name.

RESOLVED: That the Clerk writes to the Vale of Glamorgan expressing the Town Council's disappointment at their choice of street names for the phase 1 Development and asking that they reconsider the Thomas Clarke proposals for phase 1 alternatively that these are now included in phase 2.

RESOLVED: That the Clerk contacts the Cowbridge Vale Councillors and asks that they support the decisions on the street names put forward by the Town Council

It was noted that the Vale of Glamorgan had liaised with Penllyn Community Council regarding the route for the construction traffic for the proposed development however no contact had been made with Cowbridge. It was agreed that the Clerk should write to the Highways Department at the Vale of Glamorgan voicing Council's concerns about lack of communication with Cowbridge Town Council on this matter.

16.4 Email – One Voice Wales, Grants for Remembrance Day Installations – Taking Part

RESOLVED: That the Clerk puts forward a grant application on behalf of the Town Council.

Item 17. **Publications received.** (All held by the Town Clerk)
43/18 None

Item 18. **Documents for sealing.**
44/18 Grant of Exclusive Right of Burial for Cremation Plot No. E28 in the Limes Cemetery, purchased by Mr Clive Simkiss, 11 Slade Close, Cowbridge.
Document sealed.

Resolution under Standing Order 64a

“That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public be temporarily excluded and will instructed to withdraw”

Minute No: 19, 20 & 21 Confidential items

Item 22: Date and time of next Meeting.
Tuesday 17th July 2018 at 7.00pm.