



COWBRIDGE (ANCIENT BOROUGH) with
LLANBLETHIAN TOWN COUNCIL
CYNGOR TREF
Y BONTFAEN (Bwrdeistref Hynafol) gyda
LLANFLEIDDAN

COWBRIDGE (Ancient Borough) with LLANBLETHIAN TOWN COUNCIL

ANNUAL REPORT 2022/23

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Message from Cllr John Andrew, the Mayor of Cowbridge (Ancient Borough) with Llanblethian Town Council 2022 - 2023



Message from Cllr John Andrew, the Mayor of Cowbridge (Ancient Borough) with Llanblethian Town Council 2022 - 2023

It has been an honour and privilege to serve as Mayor of Cowbridge (Ancient Borough) with Llanblethian Town Council for the year 2022-2023.

The fact that the year included Queen Elizabeth II's Platinum Jubilee, then later her sad death, Proclamation of the accession of King Charles III and his Coronation made it a truly exceptional year and an exceptional privilege.

The Platinum Jubilee on 2nd June was celebrated with a successful beacon lighting event at the Rugby Club. I read out the proclamation of the accession of King Charles III on Saturday 10th September last year in front of

the Town Hall. Given the long history of this ancient town which has witnessed the accession of 32 Monarchs since its formation I felt that it was an historic event and a great honour and privilege for me.

The Coronation was marked in Cowbridge on Sunday 7th May with a Parade along the High Street and a Picnic with entertainments on the Bear Field. There was a wonderful community atmosphere and the fact that the BBC were in attendance doing live broadcasts added an extra dimension. The event has been much praised with requests to repeat it next year!

On 9th October we held Cowbridge Civic Sunday. Controversially we processed not to the church but to the lovely Old Hall Gardens where we were beautifully entertained by a range of local groups. An advantage of being outside was that local residents were able to watch in addition to the invited guests making it a real celebration of community spirit.

The traditional Remembrance Sunday ceremony, parade and service were held in November. Something I think Cowbridge does particularly well.

The inaugural Cowbridge Pride Week was held in September with the intention of it being an annual event. It was well supported, was great fun and brought much good publicity to the town.

Community engagement was a key theme of the year and this was done partly through monthly coffee and drop-in mornings held in the Town Hall.

I would like to thank the Town Council staff for their hard work, commitment and support during the year. Cathy Kennedy, Town Clerk, together with Tim Stephens and Bill Harland the maintenance team.

This was the first year of a new Council including many new Members. It has been a refreshingly positive and constructive council and I wish to thank all the Councillors for their contributions and support. John Andrew Mayor 2022/23 Cowbridge with Llanblethian Town Council.

Message from the Mayor elect of Cowbridge (Ancient Borough) with Llanblethian for the year 2023 - 2024



I was delighted and honoured to be asked by Mayor Councillor John Andrew to be his Deputy Mayor for the year 2021/22 although at the time I did not know what a momentous year it would turn out to be with three royal events, Pride, and the expansion of the mayor's coffee morning, just to mention three events.

John and Anna, his wife have represented the Town with dignity and style at numerous civic and community events ably supported by Cathy Kennedy the Chief Executive & Town Clerk, and her staff in what at times has been a challenging year.

Over the year John has overseen a transition of the council in terms of membership with many new councillors elected and co-opted in the summer of 2022 and in the way it does business ensuring it has become more

accessible, whilst maintaining the important ancient traditions of the town

I hope to continue and build the progress made over John's year as Mayor during the next year. If you have any questions feel free to contact me or the Town Clerk. Councillor Malcom Wilson the Mayor Cowbridge with Llanblethian Town Council 07958 708635 cllrmalcomwilson@cowbridge-tc.gov.uk

The Town Council Office is located in Cowbridge Town Hall, 21 High Street Cowbridge, CF71 7AD



The Town Hall Office is open to the public Monday to Friday from 9.30am to 1pm.

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About

Cowbridge with Llanblethian Town Council is a local government body responsible for the administration of the town of Cowbridge with Llanblethian in the Vale of Glamorgan, Wales. The town council operates at the most local level of government and represents the interests of the local community.

The responsibilities of Cowbridge with Llanblethian Town Council typically include the management and maintenance of local amenities and facilities, such as parks, playgrounds. They may also be involved in local planning matters, commenting on planning applications within the town's jurisdiction. Additionally, the town council may organise or support local events and initiatives to enhance the community's well-being.

The town council meets regularly to discuss and make decisions on matters affecting the town. These meetings are open to the public, allowing residents to attend and express their views or concerns. The town council also encourages community engagement and may seek feedback or input from residents on various issues.

Membership

During the year 2022/23, the Council comprised 15 councillors representing the residents of Cowbridge, Llanblethian and Aberthin, providing services and facilities designed to enhance the social and environmental well-being of the community. The councillors who were in office during the year were as follows:

Cowbridge (five members)

Cllr John Andrew
Cllr Heather Weddell
Cllr Peter Carter
Cllr Lianne Evans
Cllr Margaret Fletcher (resigned July 2022)
Cllr Cecilia Hannigan-Davies (co-opted December 2022)

Llanblethian West (six members)

Cllr Malcolm Wilson
Cllr Gwen Baty
Cllr Alec Trousdell
Cllr Terry Williams
Cllr Rowena Harbour
Cllr Sarah-Jane Marshall (resigned December 2022)
Cllr Ian Watkins (co-opted February 2023)

Llanblethian East (two members)

Cllr Beverly Tonkin
Cllr David Breen

Aberthin (two members)

Cllr Geraint Baty
Cllr Andrew Pritchard (resigned January 2023)

Council Meetings

During the municipal year, the Town Council met on the third Tuesday of each month, at 7pm.

In accordance with the Local Government (Wales) Act 2021, meetings of the Council are hybrid – with the facility for elected members and the public to attend in person or virtually.

The standing committees during the municipal year were;

Finance & Governance Committee – meetings on the first Tuesday of each month at 8pm.

Town Hall Committee – meetings on the first Tuesday of every other month at 7pm.

Leisure & Amenities Committee - meetings on the first Tuesday of every other month at 7pm.

Staffing Committee – meetings when required

All of the standing committees are hybrid.

Relationship with the Vale of Glamorgan Council

The Council worked in partnership with Cllr Charles Champion, Cllr Robert Fisher and Cllr Nicholas Wood of the Vale of Glamorgan Council. They alternated attendance at meetings of the Town Council and listened to issues raised by town councillors relating to the responsibilities of the Vale of Glamorgan Council and took up matters for action with relevant officers as appropriate.

A representative of the Community Council served on the Community Liaison Committee which organises its work modelled on the agreed Charter with Community and Town Councils.

Staff

The Council employed four members of staff to carry out the range of functions and services on behalf of the Council, and to implement decisions taken by members.

Staff during the municipal year were as follows:

Town Clerk, Responsible Financial Officer & Chief Executive Officer	Ms Cathy Kennedy
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Deputy Town Clerk:	Mrs Sarah-Jane Marshall
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Caretaker/Maintenance:	Mr Tim Stephens
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Caretaker	Mr Bill Harland
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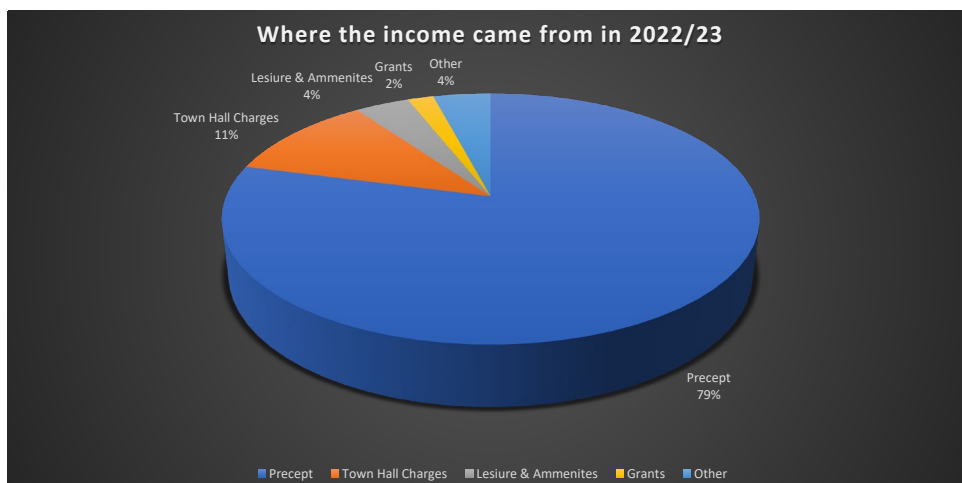


Finance

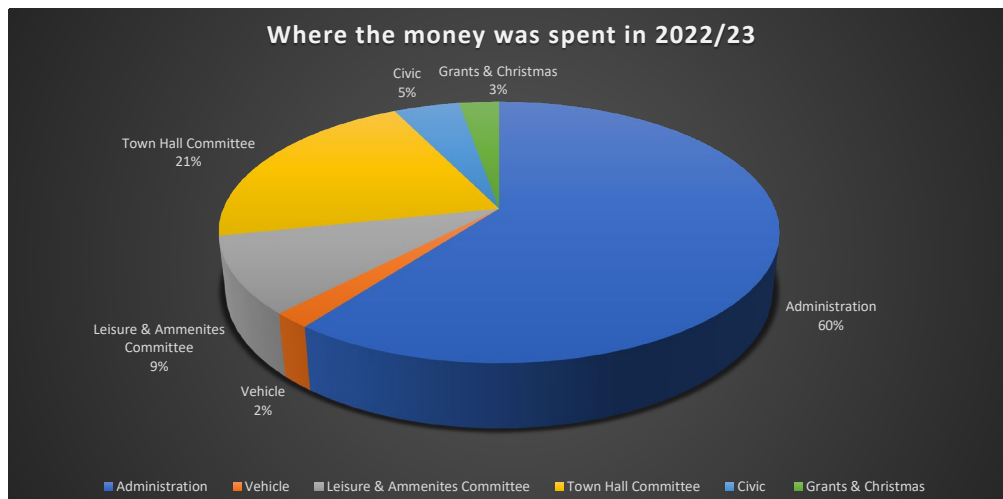
The main source of funding for town and community councils is the funds raised through what is referred to as a precept (a charge) to council tax under section 41 of the Local Government Finance Act 1992.

The Town Council must calculate its budget requirement for a financial year in accordance with section 50 of that Act and issue a precept to the billing authority. In 2022/23 the Town Council precept was £215,233. A band D property for Council Tax paid £77.20 for the year towards the Town Council. The remaining income generated by the Community Council comes from hire charges for the Town Hall Rooms, Cemetery Fees, interest, grants and section 106 monies.

Income 2022/23



Expenditure 2022/23



Assets and Services

The Council is responsible for managing the following assets and services:

- Cowbridge Town Hall – Grade II Listed Building
- The Limes Cemetery
- Southgate Park
- Twt Park
- Llanblethian Playing Fields
- The Limes Shed
- Cowbridge War Memorial
- Land by the Ford, Factory Road, Llanblethian
- Emms Cottage
- Village Green, Piccadilly, Llanblethian
- Holy Cross Churchyard

Community Wellbeing

The Wellbeing of Future Generations Act was introduced in 2015 by the Welsh Government with the aim of improving the social, economic, environments and cultural wellbeing of Wales.

The Act is seeking a more joined-up approach between public bodies to think about the long-term to create the Wales that we all want to live in, now and in the future.

The Town Council is not a member of the Public Service Board but has a duty to take reasonable steps towards meeting the local objectives as set out in the

Vale of Glamorgan Public Service Board Well-being Plan 2018-2023, and to publish an annual report of the progress made by the Town Council.

The Town Council has a statutory obligation to publish an annual report and demonstrate on the progress made towards the Vale of Glamorgan Well-being Plan 2018-2023.

The Vale of Glamorgan Wellbeing Objectives:

Objective One - *To protect, enhance and value our environment.*

The Town Council includes in its bio diversity plan, the planting of trees and wild flowers, the provision of summer flower displays on the High Street, planters on the river side and in the council parks, cemetery and green areas.

Objective Two - *To enable people to get involved, participate in their local communities and shape local services.*

In collaboration with the Vale of Glamorgan Council, the Town Council is launching a Place Plan working group, with the objective of developing a robust community place plan, the public are encouraged to attend and contribute. The mayor held monthly themed coffee mornings, for example, the launch of Pride Week and the launch of the Community Plan, these are widely publicised and the public and community groups encouraged to attend.

The Town Council facilitated a task and finish group to organise a Coronation Party in the Park event. Meetings were held fortnightly in the council chamber, members of the public and community representatives were instrumental in shaping and organising the event. A Christmas Working Group will be initiated in the new municipal year with the aim of involving the community in organising Christmas events and a Parade.

The Town council encourages young people from scouts, guides, brownies, cubs and air cadets to march in the Civic Sunday and Remembrance Sunday Parades and the primary schools prepared a float for the Coronation Parade.

The Town Council supported the launch of Cowbridge Pride, and a week of events aimed at raising money to purchase resources for local schools.

Local groups supporting young people are encouraged to apply for grant funding from the Town Council.

Encouraging young people to contribute to community and council events and planning is important for the Town Council and pivotal to all the Council activities.

Objective Three – *To give children the best start in life.*

The Town Council engages with the local primary and secondary schools, with town councillors sitting as governor representatives. The Town Council encourages young people from the schools to contribute to event planning and participation. Young people from the primary and secondary schools took part in the Mayor's Civic Sunday performances with singing, dancing and recitals.

The Head Teacher, head boy and girl from the local secondary school contributed valuable ideas and plans for the Kings Coronation event and the schools took part in the community clean up which followed the event.

Objective Four - *To reduce poverty and tackle inequalities linked to deprivation.*

The best way an organisation with the size and resource of the Town Council can help tackle poverty and inequalities is to make sure we contribute funding and support to young people groups, and organise a lively and inclusive range of free community activities which the public can come to and enjoy together.

Events

Queen's Platinum Jubilee

The Council celebrated the late Queen's Platinum Jubilee in June 2022, by lighting the Beacon on the Bear Field.



Sadly, not long after the late Queen's Jubilee celebrations, Her Majesty Queen Elizabeth II passed away. Meetings were cancelled and the Council went into official mourning. The Council celebrated the **Proclamation of Charles III outside the Cowbridge Town Hall on the 10th September 2022.**



Civic Sunday October 2022

On the 9th of October the Town Council organised a High Street Parade led by the Police Band and the Air Cadets, followed by a range of performances from community and school groups which took place at the Old Hall Gardens.





The Coronation of King Charles III

In close collaboration with community groups and members of the public, the Town Council organised and funded a High Street Parade and picnic in the park with a range of entertainment and food and drink stalls provided. The event was held on the 7th May 2023 at the Bear Field.

Selection of Photos and Reflective comments from the day.

"What a lovely day we all



ha



all the organisers".



"What a wonderful turnout!" "Congratulations to all fantastic day"

"Amazing Day"

1. Actions 2022/23

LOCATION	ACTION PROPOSED	PRIORITY AND TIMESCALE	RESOURCES	GROUP INVOLVEMENT
Riverside Planters	Plant bulbs	Spring	Provision of a supply of bulbs by local nurseries	Maintenance Staff
Twt park	Planting of tulip and daffodil bulbs	Spring	Provision of bulbs	Maintenance Staff
	Maintenance of grounds and playground equipment	Ongoing	None specific	Maintenance Staff & External contractors
Southgate Park	Maintenance of grounds	Ongoing	Liaised with members of the public	Maintenance Staff & External contractors

Llanblethian Playing Fields	Upkeep of playground equipment	Ongoing	None specific	Maintenance Staff
	Maintenance of border hedge with neighbours	Autumn	None specific	Maintenance Staff & External Contractors
	Planting of Welsh Apple tree whips	Spring	Donated by Vale pf Glamorgan Nature Partnership Project	Maintenance Staff & External Contractors
	Replacement of goal posts	Ongoing	None specific	Maintenance Staff & External Contractors
	Installation of a recycled plastic Coronation Bench	Ongoing	None Specific	Maintenance Staff & External Contractors
The Limes Cemetery	Upkeep of grounds	Ongoing	None specific	Maintenance Staff & External Contractors
	Replacement of planters at entrance	Completed	None specific	Maintenance Staff
The Holy Cross Churchyard	Upkeep of grounds	Ongoing	None specific	Maintenance Staff & External Contractors

The Town Hall	Upkeep of Grade II Listed Building	Ongoing	Town Hall Staff	Staff & External Contractors
	Replacement of the Lesser Hall and Mayors Parlour Roofs	Completed	Spanish Slate	External Contractors
	Repair of the Town Hall Lantern	Completed	None specific	External Contractors
	Refurbishment of the Mayors Parlour and Chamber Clocks	Completed	None Specific	External Contractor
	Repair of the Town Hall Clock Strike Mechanism	Ongoing	None Specific	External Contractors
	Replacement of the Town Hall Office Back Boiler	Ongoing	None Specific	External Contractors

2. PLAN FOR 2023/24

LOCATION	ACTION PROPOSED	PRIORITY AND TIMESCALE	RESOURCES	GROUP INVOLVEMENT
Cowbridge High Street	Plant containers along the Riverside	High – May 2023	Plants	Maintenance Staff
	Populate containers on High Street lampposts	High – May 2022	Plants	Maintenance staff & volunteers from the Local Fire Service.
	Redecoration of the Mayors Parlour	Medium	Volunteers	Volunteers and Staff
Southgate Park	Wildflower planting	High – September 2023	Grant from Vale Nature Partnership Project.	Staff, Councillors and Volunteers

Llanblethian Playing Fields	Rotovate section of land, re-plant wildflower seeds and plant fruit trees	High – February 2023	Purchase of seeds	Staff, Councillors and Volunteers
The Limes Cemetery	Ash Die Back Control	Completed June 2023	Tree Surgeon	External Contractors
	New Memorial Benches	Ongoing	Promote to the general public	Town Hall Staff
	Hedge Maintenance	Ongoing	None Specific	Maintenance Staff and External Contractors
The Holy Cross Churchyard	Memorial Check	High – July 2023	Availability of contractors	External Contractors
	Ash Die Back Removal	High – July 2023	Availability of Contractors	External Contractors

Bio-Diversity Report for Cowbridge with Llanblethian Town Council for the municipal year 2022/23

Under Section 6 of the Environment (Wales) Act 2016, community & town councils as public authorities have a duty to set out how they are maintaining and enhancing biodiversity.

The following report will also be included as part of the council's annual report for 2022/23.

Summer Floral Displays



The Town Council is responsible for the provision of 74 hanging baskets and floral displays along the High Street, plus 6 hanging baskets on the front of the Town Hall.





A range of flower planters along the riverside and planters in the Limes, the Limes Cemetery, Southgate Park and Llanblethian Playing Fields are provided

From mid-May until mid-September, all floral displays are maintained and watered three times a week by Town Council staff, often with the support of volunteers from the local fire service and community groups.

The floral displays provide food for bees and other pollinators and

attract many positive comments from local residents and visitors to the area.

Bulb Planting Scheme

The Town Council provides and plants daffodils, tulips and other seasonal bulbs in the local areas around Twt Park, Llanblethian Playing Fields and the Limes Cemetery.

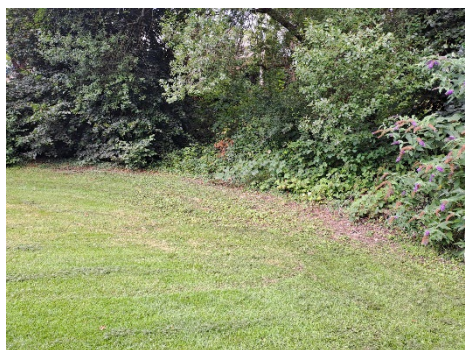


Wildflowers



With the support of a grant from Nature for Wales, wildflower planting will take place in September 2023 in Southgate Park, Llanblethian Playing Fields and the Limes Cemetery.

Wildlife Boxes



The Nature for Wales grant provided the Town Council with 6 of each of the following; hedgehog boxes, bug boxes and bird boxes. It is intended that these will be placed around the edges of Llanblethian playing fields, the Limes Cemetery, Twt and Southgate Parks. Advice on placement will be sought from the Wildlife Trust of South & West Wales. Following placement of the boxes, local primary schools

will be informed to encourage them to plan nature walks incorporating the boxes' locations.

Tree Planting



12 apple whips were also provided from the same grant, these were planted around the edges of Llanblethian Playing Fields.



The trees once established will add interest and environmental diversity surrounding a football field and Childrens' playground. The local community will be encouraged to participate in harvesting the apples.



During the spring of 2023, 4 ash die back trees in the Limes Cemetery and adjacent to a local primary school were removed for health and safety reasons. It is planned to involve the local primary school with the planting of 4 Maple trees to replace the ash die back. This activity will take place during the autumn of 2023.

Cowbridge with Llanblethian Town Council would like to extend thanks to the Nature for Wales Project for the donation of the apple tree whips, wildflower seeds, hedgehog, bug and bird boxes.