



Be kind



Byddwch yn garedig

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

**Minutes of the Full Council Meeting held on Tuesday the 21st of November 2023
at 7:00pm in the Council Chamber and remotely by Microsoft Teams.**

PRESENT in the: COUNCIL CHAMBER: The Mayor Cllr Malcolm Wilson, The Deputy Mayor Cllr Heather Weddell, Cllr John Andrew, Cllr Alec Trousdell, Cllr Terry Williams, Cllr Cecilia Hannigan-Davies, Cllr Peter Carter, Cllr Rowena Harbour, Cllr Gwen Baty, Cllr Geraint Baty, Cllr Lianne Evans, Cllr Charles Champion, Town Clerk Cathy Kennedy, Town Hall/Finance Officer Clair Davis, PC Stuart Elson (arrived at 7.15pm), Ceri Williams Restore the Thaw Landscape Project Officer

PRESENT remotely by MICROSOFT TEAMS: There were no remote attendees.

1. APOLOGIES

Apologies were noted from Cllr Ian Watkins and Cllr Dave Breen.

2. DECLARATIONS OF INTEREST

There were no declarations of interest from members.

3. COMMUNITY POLICE REPORT

At 7.15pm, PC Stuart Elson arrived and invited any questions concerning the police report. He addressed concerns about a recent incident involving a group of youths at the Old Hall Gardens. Council members posed various questions related to items in the report, and PC Elson provided responses accordingly.

4. RESTORE THE THAW

The Mayor Cllr Malcolm Wilson extended a warm welcome to Ceri Williams, the Restore the Thaw Landscape Project Officer. Ceri thanked the Council for inviting her to attend and proceeded to deliver a presentation, highlighting key points as follows:

The project has been running for three years and is financially supported by the Heritage Lottery Fund, Nature Network, along with contributions from various sources, totaling approximately 1.2 million pounds.

The initiative aims to promote biodiversity and enhance nature across the landscape, extending beyond the Thaw itself and covering a substantial area. Despite the initial three-year funding, there is an appetite for the project to have a lasting impact and to continue into the future with a focus on long-term benefits for the natural world.

Community engagement is a pivotal thread of the Project with the aim of encouraging local participation in various forms, such as nature celebrations, walks, and educational programmes.

Collaboration with schools is a key element, involving activities like tree planting, workshops for

primary school children, and the establishment of tree nurseries.

The project encompasses diverse activities, including the improvement of hedgerows, pond creation, nest creation, meadow enhancement, and the planting of seeds.

There is a specific focus on nature recovery at a broader scale, with attention given to key species like otters, eels, beavers, oil beetles, and bats.

Collaboration with Cardiff University, Natural Resources Wales (NRW), the Welsh Wildlife Trust, River Trust, Bug life, and Amelia Trust Farm is integral to the success of the project.

Landowner engagement was emphasised, with notable progress since the project's initiation in August, particularly in terms of fencing repairs and preventing cattle poaching.

Ceri expressed interest in potential collaboration with the council, suggesting the possibility of hosting a Restore the Thaw festival in Cowbridge. Cllr Andrew highlighted the river's significance in Cowbridge and Llanblethian and offered a database of willing participants for consultation. He went on to say that local groups, such as U3A Natural History, would be interested in receiving a presentation.

Cllr Wilson proposed integrating the project into the ongoing Place Planning initiative, suggesting collaboration with the Vale Council Creative Team. Cllr Champion mentioned the Y Bont Faen Primary annual plastic duck race on the River Thaw and the controversy surrounding beavers, a project led by Amelia Trust.

Concerns regarding the effect planned housing developments would have on the River Thaw were raised and Ceri responded that she was confident internal consultations would precede any housing developments impacting the river. Cllr Harbour enquired about presenting this information to other councils, the Town Clerk offered to provide Ceri with contacts of local community councils.

5. VALE COUNCILLOR REPORT

The monthly report from Cllr Charles Champion, representing Vale Council, was noted. Key highlights from the report include updates on Poplars Park, the Replacement Local Development Plan, Car Parking, Tim Vaughan, Market Car Park, Wi-Fi Mobile Signal, Pedestrian Crossing in Westgate, Ysgol Bont Faen Primary, Polling Station, and Correspondence.

6. QUESTIONS FROM MEMBERS OF THE PUBLIC (24 HOURS NOTICE REQUIRED)

There were no questions from members of the public.

7. MINUTES

The minutes from the meeting held on the 17th of October 2023 were reviewed by members.

RESOLVED

The minutes from the meeting held on the 17th of October 2023 were approved.

8. ACTION PLAN

The Town Clerk highlighted the recently formulated action plan, noting that distinct plans had been produced for each committee. These plans were intended to serve as both a memory aid and a means of updating members on the ongoing initiatives and projects.

Cllr Wilson suggested the inclusion of a date column, while Cllr Andrew requested a review of the labeling.

Cllr Hannigan Davies pointed out the difficulty of adding items to the spreadsheet on iPads, as it opened in read-only mode. Cllr Andrew stressed the importance of all councillors actively engaging in the planning process, emphasising the need to thoroughly examine and document discussions during these meetings.

Cllr Evans extended her thanks to Cllr John Andrew for all his work on the planning documents. Cllr Gwen Baty raised her concerns that there is no planning committee. Cllr Trousdell responded that he felt the current situation is better as all councillors now get the opportunity to discuss the planning documents, whereas, previously it was only the planning committee.

Cllr Wilson pointed out that the time for this discussion would be the annual meeting.

9. FINANCIAL REPORT

The Financial Report was reviewed by members. Cllr Andrew offered support if required with the management accounts.

RESOLVED

The Financial Report was approved.

10. LEISURE & AMENITIES COMMITTEE

The Resolutions of the Leisure & Amenities Committee held on the 7th of November 2023 were noted.

11. FINANCE & GOVERNANCE COMMITTEE

The Resolutions of the Finance & Governance Committee held on the 7th of November 2023 were noted.

12. MAYOR'S REPORT

The Mayor noted the salient points of his report.

13. TOWN CLERK'S REPORT

The Chief Executive/Town Clerk noted the salient points from her report.

14. MEMBER'S REPORT

A report from Cllr Terry Williams was received. Cllr Williams expressed great satisfaction with the success of the Dementia Friendly Day and extended thanks to the Town Council for their support.

Cllr Gwen Baty reported that on the 18th of November, the Cowbridge Institute Charity held a meeting where funds were allocated to universities. Additional financial support was provided to students pursuing training in London and those undertaking an additional year of study. Furthermore, assistance was extended to young individuals attending college to aid them in purchasing necessary supplies for their courses. She went on to say that the following day she attended a meeting for the Evan Jenkins Charity, established to oversee the maintenance of the churches in Llansannor and Llanblethian. The primary objective is to ensure the proper upkeep of the buildings. Additionally, funds are allocated to support young people in accordance with the institute's guidelines, particularly for children residing in the Llansannor and Llanblethian areas. It was noted that the next Evan Jenkins Charity meeting is scheduled for January, and individuals nominated by the council, rather than exclusively town council members, can be appointed as trustees. There are three vacancies due to expire.

15. PLANNING MATTERS

Planning Applications since the last meeting were discussed and Resolutions were approved as follows:

1C) 2023/01011/FUL (HM) 5, Eastfield Close, Cowbridge, Installation of new low-level fencing (& gate) to front curtilage of property to provide safety to disabled occupant.

<https://vogonline.planning-register.co.uk/Planning/Display/2023/01011/FUL?cuuid=61C8BFEC-26FD-4A71-B36D-9310F08E95DB>

RESOLVED

No Objections

2C) 2023/01010/FUL (TN) 16, Middlegate Court, Cowbridge, Conversion of garage into living accommodation and associated external alterations including off road car parking.

<https://vogonline.planning-register.co.uk/Planning/Display/2023/01010/FUL?cuuid=7E93B7BA-F86F-4A4C-AEEC-BF5AAB8D9823>

RESOLVED

No Objections

3C) 2023/01032/FUL (HM) Pinklands, 2, Church Road, Llanblethian, Cowbridge
Proposed double storey rear extension

<https://vogonline.planningregister.co.uk/Planning/Display/2023/01032/FUL?cuuid=B59A0AEC-4F36-4E43-AEF6-69F9857EFBF2>

RESOLVED

No Objections

4C&5C) 2023/01056/FUL (GW) The Market Place Restaurant, 66, High Street, Cowbridge
Proposal: Proposed 3 Domestic Units and 1 Retail/Cafe/Office Unit - The objective is to bring the building back into a viable use and thus secure its future

<https://vogonline.planningregister.co.uk/Planning/Display/2023/01056/FUL?cuuid=057AD851-0564-4BC5-876E-BEDF4E8E7A12>

Cllr Andrew pointed out the significance of the building, considering it one of the most important structures in Cowbridge, while acknowledging that it was once the Town Hall, albeit not in its original form. He highlighted interest in the Heritage Impact Statement, which delves into the building's extensive history. He stressed the importance of utilising the building rather than allowing it to deteriorate.

Cllr Gwen Baty expressed the need to preserve as much of the original structure as possible. Reflecting on the building's early days, she speculated about its potential history as a Nunnery and urged caution to ensure the preservation of historical items. Cllr Carter observed plans for a twin gothic window and the removal of a bay window with the aim to revert to the original design, commending the project for its sympathetic approach. Cllr Andrew expressed confidence in CADW's vigilant oversight of the development. Cllr Gwen Baty pointed out that the parking space associated with the Market Place actually belongs to the Vale of Glamorgan. Cllr Andrew noted that regulations dictate the required number of parking spaces for the apartments.

A point of order was raised by Cllr Champion, who reminded Councillors not to interrupt and to request permission to speak through the Chair of the Meeting.

It was clarified that there are four parking spaces available for the apartments, with one designated for each flat.

RESOLVED

No Objections

6C) 2023/01080/FUL (TN) Endstop, 1A, Constitution Hill, Llanblethian, Cowbridge
Rear and side single storey extensions and front two storey extension
<https://vonline.planning-register.co.uk/Planning/Display/2023/01080/FUL?cuuid=9311FF79-1CC6-44C7-A460-AA06089BE655>

RESOLVED

No Objections

1RC) 2023/00668/FUL (ANH) College Lodge, Town Mill Road, Cowbridge Demolition of poor quality, existing dwelling and garage and replacement with highly sustainable four bedroom property and associated parking. <https://vonline.planning-register.co.uk/Planning/Display/2023/00668/FUL?cuuid=405422A9-6922-47AD-BD51-70188A5F4C7B>

RESOLVED

No Objections

2RC) 2023/00588/FUL (WG) Llyswen, 14, Windmill Lane, Llanblethian, Cowbridge
Demolition of existing double garage and construction of new annexe with garage and gym
<https://vonline.planning-register.co.uk/Planning/Display/2023/00588/FUL?cuuid=47CA904E-3890-4A58-BF7F-25B2184E1E0D>

RESOLVED

No Objections

Following a review of all planning submissions, the following discussion took place:

The Town Hall/Finance Officer asked councillors how often they wished to receive the planning applications. The consensus was to distribute applications on a weekly basis and refrain from introducing any additional items to the papers during the seven days preceding the meeting.

Cllr Hannigan Davies pointed out the difficulty of adding items to the spreadsheet on iPads, as it opened in read-only mode. Cllr Andrew stressed the importance of all councillors actively engaging in the planning process, emphasising the need to thoroughly examine and document discussions during these meetings.

Cllr Evans extended her thanks to Cllr John Andrew for all his work on the planning documents.

Cllr Gwen Baty raised her concerns that there is no planning committee. Cllr Trousdell responded that he felt the current situation is better, as now all councillors have the opportunity to discuss the planning documents, whereas, previously it was only the planning committee.

Cllr Wilson pointed out that the time for this discussion would be the annual meeting.

16. REPLACEMENT LOCAL DEVELOPMENT PLAN

The Replacement Local Development Plan was noted and the following was agreed;

RESOLVED

For Cllr Wilson, Cllr Weddell and Cllr Andrew to represent the Town Council at the RLDP meeting.

17. BOUNDARY REVIEW

The update on the Boundary Review was acknowledged. Cllr Gwen Baty expressed objection to removing 'Ancient Borough' from the town name, a sentiment echoed by Cllr Harbour and Cllr Weddell. In response, Cllr Andrew clarified that the submission indicated the Town Council's commitment to retaining the term 'Ancient Borough' on official documentation but not in everyday use. He reminded the meeting that this submission had been approved in the preceding meeting.

18. SECTION 106

Cllr Wilson provided information that he had corresponded with the 106 Officer to enquire about the status of the Section 25 footpath. In collaboration with Cllr Weddell and representatives from Clare Gardens, several points were raised during their meeting. One consideration was the footpath leading from the estate to Cross Inn, which has been tarmacked but lacks lighting. Cllr Wilson suggested the inclusion of lighting for this path. Another topic of discussion was the challenging junction at the exit of Cross Inn. While traffic lights were deemed impractical due to low traffic volume, the possibility of incorporating right-of-way arrows to slow down pedestrians was explored as a potential solution.

At 9 pm, the Mayor proposed the suspension of Standing *Order 3 v 'A meeting shall not exceed a period of 2 hours'* to facilitate the discussion of the remaining items on the agenda.

RESOLVED

Standing Order 3 v was suspended.

19. TOWN HALL FRONTAGE

An update regarding the Town Hall Frontage was received.

20. REMEMBRANCE SUNDAY

Feedback regarding Remembrance Sunday was received.

21. CHRISTMAS

Feedback regarding Christmas arrangements was received from Cllr Weddell; She reported that the final Christmas working group meeting will take place this Thursday. Cllr Evans organised the preparation of the Grotto, enlisting the help of some elves whilst local resident Tom Hope designed the flyers and banners for the event.

22. PLACEMAKING

A Placemaking Plan update was received from Cllr Wilson;

He reported that progress has been swift, with the survey about to go live. Tomorrow, he plans to collaborate with the Town Clerk to ensure the website is updated and that all links are functional. A meeting for Clare Village residents is scheduled for Monday night, with posters set to be distributed later in the week. Hard copy forms will be available in boxes at the town hall, library, leisure center, and doctors' offices for those who prefer that format.

Cllr Wilson recommended examining the Chepstow Place Plan, which is more focused on transport and spans 86 pages.

23. CORRESPONDENCE

Items of Correspondence were noted.

24. TOWN HALL SURVEY

The Town Clerk reported that the Town Hall survey had taken place that week and they were now awaiting the report.

25. DOCUMENTS FOR SEALING

The following documents for sealing were noted:

- a) A transfer of Grant Deed C298 to Mr Timothy Yudin for plot D25 was noted.
- b) A new Grant Deed for plot N233 in the name of Mr Bradley Christopher John was noted.

26. STAFFING REPORT

Members were informed that the Staffing Committee meeting had not taken place and been rescheduled because of time constraints arising from the demands of organising the Remembrance Sunday and Christmas events.

27. DATE OF NEXT MEETING

The next meeting is scheduled for the 19th of December 2023