



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

LEISURE & AMENITIES COMMITTEE

Minutes of the meeting held in the Council Chamber and remotely by Microsoft Teams on Tuesday the 7th of November 2023 at 7:00pm.

Attendees Council Chamber: Cllr Malcolm Wilson, Cllr Heather Weddell, Cllr Terry Williams, Cllr Peter Carter, Cllr Rowena Harbour, Cllr Cecilia Hannigan-Davies, Cllr Charles Champion, Town Clerk Cathy Kennedy, Town Hall & Finance Officer Clair Davis and Leisure & Amenities Supervisor Tim Stephens.

Microsoft Teams: There were no remote attendees.

Committee Members: Cllr Heather Weddell (Chair of the Committee), Cllr Malcolm Wilson, Cllr Terry Williams, Cllr Rowena Harbour, Cllr Peter Carter, Cllr Cecilia Hannigan-Davies, Cllr Ian Watkins & Cllr Charles Champion.

1. APOLOGIES FOR ABSENCE

Apologies were noted from Cllr Watkins.

2. DECLARATIONS OF INTEREST

There were no declarations of interest declared.

3. PUBLIC QUESTION TIME

There were no questions from members of the public.

4. MINUTES

RESOLVED

The minutes of the meeting held on the 5th of September 2023 were approved as a true and accurate record of the meeting.

5. MATTERS ARISING/ACTION PLAN

The recently developed action plan was reviewed and acknowledged, accompanied by a recommendation to incorporate a date column specifying planned action deadlines.

LEISURE & AMENITIES REPORT

The recently formulated report on leisure and amenities was considered, receiving favorable feedback from council members. A suggestion was made that, since it encompasses much of the content found elsewhere on the agenda, certain agenda items could be omitted in the future to prevent repetition. The Leisure and Amenities Supervisor provided a progress update, highlighting activities from the past two months, with a focus on, but not limited to, the new leisure and amenities report.

6. FINANCIAL REPORT

The committee received the financial report ending 31st of October 2023.

RESOLVED

The financial report was approved.

7. BUDGET 2024/25

The committee reviewed the draft leisure & amenities budget and approved the following:

RESOLVED

to double the budget allocated for Holy Cross Churchyard. This decision was influenced by the understanding that the Amenities Supervisor intends to engage a Stonemason to assess the condition of the wall at the rear of the churchyard, and potential repairs may involve significant costs.

8. SECTION 106

- a) The examination of the Vale of Glamorgan Council's S106 funds report, with particular emphasis on page two, item 2.7 relating to public open spaces and its accompanying appendices, was undertaken.

RESOLVED

To advance this matter, a task and finish was agreed. The group will comprise Cllr Charles Champion, Cllr Terry Williams, Cllr Heather Weddell, and Amenities Supervisor Tim Stephens.

- b) The formulation of a proposal for the distribution of Section 106 funds to establish a new riverside pathway was considered.

RESOLVED

Cllr Charles Champion to speak with the Vale of Glamorgan and suggest they write to the landowners to secure approval and a legal agreement.

9. TREE REPORT

It was noted that the majority of tasks outlined in the annual tree report have been finished, and ESA Tree Services had indicated that the final works in Holy Cross Churchyard were scheduled to be reported during the upcoming week.

10. TWT PARK

The monthly safety check report was received, and a consensus was reached that, given its inclusion in the new leisure and amenities report, a separate agenda item for this matter was no longer necessary.

11. FOOTPATH – TWT PARK

The meeting was informed about the status of measures aimed at mitigating flooding along the footpath stretching from the Waitrose car park adjacent to Twt Park.

12. STREETLIGHTING

The correspondence between Cllr Charles Champion and the Vale of Glamorgan Council regarding street lighting from Cae Rex to Poplars Park was noted. Cllr Champion informed the group that he had not yet received any further correspondence and would follow up on the matter.

13. LLANBLETHIAN PLAYING FIELD

The monthly safety check report was received and a consensus was reached that, given its inclusion in the new leisure and amenities report, a separate agenda item for this matter was no longer necessary.

14. SOUTHGATE PARK

An update was received, regarding overfilling of bins, general park maintenance, benches and wildflowers.

15. LIMES CEMETERY

- a) An update was received, regarding various activities, such as tree planting, volunteering, wildflower planting, and commemorating Remembrance Sunday.
- b) During the committee's meeting, held on the 5th of September 2023, and in response to a request from a member of the public, the committee opted not to exempt individuals from the treble increase in interment fees, as they had lived outside of the Cowbridge with Llanblethian Wards, albeit in a neighbouring village during their lifetime.

Subsequently, the committee resolved to take a comprehensive evaluation of the existing cemetery fees during the next meeting.

RESOLVED

A 5% increase was approved to be activated on the 1st of April 2024.

16. HOLY CROSS CHURCHYARD

- a) It was reported that the progress of the ongoing works was impeded by staffing challenges faced by the contractors. Nonetheless, the rescheduled timeline for the work is set for November.
- a) A quote for pest control was considered.

RESOLVED

Approval was granted for a quote of £180 from 'Dalton Pest Control Services' for a one-off pest control eradication program.

17. BIO-DIVERSITY REPORT

The actions in the Bio-Diversity Report were noted and a consensus was reached that, given its inclusion in the new leisure and amenities report, a separate agenda item for this matter was no longer necessary, except when approving the annual bio-diversity report.

18. DATE OF NEXT MEETING

9th of January 2024