



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

**Minutes of the Full Council Meeting held on Tuesday, 23<sup>rd</sup> January 2024 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 Alec Trousdell, Cllr Cecilia Hannigan-Davies, Cllr Peter Carter, Cllr Rowena Harbour, Cllr Gwen Baty, Cllr Geraint Baty, Cllr Lianne Evans, Cllr Charles Champion, Cllr Biga John, Town Clerk Cathy Kennedy, Deputy Town Clerk Clair Davis.

**PRESENT remotely by MICROSOFT TEAMS:** Cllr John Andrew

**1. APOLOGIES**

Apologies were noted from Cllr Dave Breen, Cllr Terry Williams and Cllr Ian Watkins.

**2. DECLARATIONS OF INTEREST**

***The following declarations of interest were received:***

Cllr Malcolm Wilson – Item 17a, Thaw Valley, lives overlooking the site and supported the campaign.

Cllr Heather Weddell – Item 17a, lives near the site.

Cllr Rowena Harbour – lives near the applicant.

**3. COMMUNITY POLICE REPORT**

PC Stuart Elson was unable to attend in person **and had provided the** December crime report **in advance**. Cllr Harbour raised concern about an incident at the Comprehensive school that appeared unreported. It was clarified that the incident would likely be included in the January report. Cllr Gwen Baty brought up a Christmas tree cut down from a resident's garden. The Vale of Glamorgan Council had no knowledge of the matter, but a witness observed people with a van removing it.

**4. VALE COUNCILLOR REPORT**

Cllr Charles Champion provided a report and briefed members on key points as follows: He had a comprehensive meeting with Phil Chappell, covering various topics. The discussion included the cattle market, and currently, there appear to be no plans for a supermarket in that area.

**5. QUESTION TIME**

There were no questions from members of the public requested 24hrs in advance of the meeting.

**6. MINUTES**

- a) The minutes from the meeting held on the 19<sup>th</sup> December 2023 were reviewed by members.

**RESOLVED**

The minutes from the meeting held on the 19<sup>th</sup> December 2023 were approved.

The extraordinary budget minutes from the meeting held on the 16<sup>th</sup> January 2024 were reviewed by members.

### **RESOLVED**

The minutes of the extraordinary budget meeting held on the 16<sup>th</sup> January 2024, were approved subject to the following amendment: Cllr Gwen Baty requested the inclusion of a note indicating her vote in favour of option c in the precept report. Additionally, she abstained from voting on the proposal for option a, which was ultimately approved by members.

## **7. ACTION PLAN/MATTERS ARISING**

The action plan was noted.

## **8. FINANCIAL REPORT**

The financial report was considered and it was agreed that the new format was easier to understand.

### **RESOLVED**

The financial report consisting of management accounts, monthly transactions and bank reconciliation was approved.

## **9. COMMITTEE RESOLUTIONS**

The resolutions of the leisure & amenities and the finance and governance committee meetings held on the 9<sup>th</sup> January 2024 were noted.

## **10. MAYOR'S REPORT**

The mayor noted the salient points of his report.

## **11. TOWN CLERK'S REPORT**

Cllr Weddell brought attention to a specific aspect of the report, addressing the issue of anonymous letters sent to the homes of individual councillors. She expressed apprehension regarding the invasion of privacy associated with this matter.

## **12. MEMBER'S REPORT**

A report from Llanblethian resident group member Cllr Gwen Baty was received, highlighting discussions on improving finances and planned events, including quiz nights and activities focused on cyber awareness.

## **13. PLANNING MATTERS**

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

### **a) 2023/01181/FUL (GW) 5, Town Hall Square, Cowbridge.**

Variation of conditions 4 ; Opening times and Condition 5 ; Playing of music from planning approval 2023/00745/FUL:

<https://vogonline.planningregister.co.uk/Planning/Display/2023/01181/FUL?cuuid=9195A86B-8C03-4B22-B13F-E7A600C12EEC>

### **RESOLVED**

No objection

**b) 2023/01175/FUL (HM) Tylagwyn, 35 Broadway, Llanblethian, Cowbridge.**

Convert 3 bed bungalow to 4 bed dormer with creation of first floor and ground floor rear extension.

<https://vonline.planning-register.co.uk/Planning/Display/2023/01175/FUL?cuuid=30C83520-9CE9-4C90-9B76-864C18D01937>

**RESOLVED**

No objection

**c) 2023/01221/CAC (SDB) Cowbridge 33, 11KV Substation, North Road, Cowbridge.**

Construction of new 11KV switch room building. 33/11KV transformer and associated outdoor electrical equipment. Exterior of new switch room building to be painted to match adjacent buildings within the substation. Roof to be pitched, constructed from softwood trussed rafters, imitation slate tiles on rafters and breathable membrane, dry verge trim and half round segmental gutters. Demolition of existing switch room building and floor. To be reinstated with sub base and limestone chippings to tie in with the rest of the compound.

<https://vonline.planning-register.co.uk/Planning/Display/2023/01221/CAC?cuuid=5A09EEA9-3192-4C5F-B094-E0FE17EF7B3D>

**RESOLVED**

An opinion was expressed, noting regret that real slate was not being utilised, however, no objections were raised by members'.

**d) 2023/01174/FUL (TN) Cwm Cwsg, 15 Tyla Rhosyr, Cowbridge.**

Single storey rear extension, proposed first floor extension over existing garage, conversion of garage and off-road parking.

<https://vonline.planningregister.co.uk/Planning/Display/2023/01174/FUL?cuuid=E90AB35E-DB01-401A-A630-133C9441ACAC>

**RESOLVED**

No objection

**e) CAS-02961-V0X3H0, 1 The Verlands, Cowbridge.**

Cllr Andrew stated that the appeal was against a refusal of a previous application and that the applicants had an ongoing application for a smaller house.

## **14. PLACE PLANNING**

An update was received from Cllr Wilson, stating that a full leaflet drop of the town was being planned, consultations were being held in the town hall with local school children and meetings were planned with Llanfair and Welsh St Donats Community Councils.

## **15. SECTION 106**

The deputy town clerk reported that the first meeting of the working group will take place on Wednesday the 7<sup>th</sup> February.

## **16. CHRISTMAS LIGHTS**

A report was received highlighting concerns regarding the unsuccessful installation of the new Christmas lights and resulting damage to vehicles. The town clerk provided an update on recent developments, stating that the town council's insurer, Zurich Insurance has agreed to address the claims directly with the claimants and engage with the contractor's insurance company to recover the fees.

## **17. CORRESPONDENCE**

*The following items of correspondence were received.*

### **a) Thaw Valley Group**

Councillors commended the report for its professionalism and discussed the issues raised. It was agreed that the Council should make a response to the RLDP Strategy Document Consultation by 14th February.

### **b) Ombudsman for Wales**

The Town Clerk highlighted the importance of providing explanatory detail when making Declarations of Interest.

### **c) D Day Lamp of Peace**

The Town Clerk reported that the 'Lamp of Peace' Had been purchased from the official website and would be lit in the town hall window for D Day.

### **d) St Quentin's Lodge**

A thank you letter to officers for their hard work was received from St Quentin's Lodge.

### **e) Vale of Glamorgan - Premises Licence**

A report including amendments to the premises licence was received.

## **18. DOCUMENTS FOR SEALING**

The transfer of deed 55 from Mr Jon Harris to Mrs Violet Harris was noted.

## **19. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

*The following was approved;*

### **RESOLVED**

By virtue of the Public Bodies (Admission to Meetings) Act 1960, the press and public are excluded from discussion from items 20 & 21 on the basis that disclosure thereof would be prejudicial.

## **20. MEMBER DISPENSATION**

Cllr Dave Breen submitted a request for dispensation, seeking to be excused from attending town council meetings for a period of six months.

### **RESOLVED**

The request was approved, with dispensation granted from 23<sup>rd</sup> January 2024 to 23<sup>rd</sup> July 2024.

## **21. STAFFING MATTERS**

The minutes from the staffing meeting held on the 10<sup>th</sup> January 2024, were received, prompting a discussion about the publication of staffing minutes. The town clerk committed to providing members with a report that outlines the procedures for publishing council agendas and minutes.

## **22. DATE OF NEXT MEETING**

The next meeting is scheduled for the 20<sup>th</sup> February 2024.