



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

**Footpath Forum**  
**Report to the Leisure & Amenities Committee**  
**Monday 3<sup>rd</sup> June 2024**  
**19.00 in the Town Hall Council Chamber**  
**Author: Malcolm Wilson**

## **1. Introduction**

- 1.1 I have been approached by the Vale's Rights of Way Officer, Sandra Thomas, about setting up a Footpath Forum for Cowbridge with Llanblethian and surrounding Community Councils with members drawn from the Councils and other interested groups including the Vales footpath team.
- 1.2 The footpath team are not able to support individual Council's footpath committees like the one that used to be run by the Town Council and as the footpaths take walkers into surrounding areas, strategically it make sense that all interested parties are involved in the forum to develop a coherent policy and actions towards recreational footpaths.
- 1.3 Footpaths and walking is one of the strong themes coming out of the Placemaking consultation and was also high on the agenda of the two of the community councils I met as part of the Placemaking consultation process, so it is important that as Town Council we seek to be more proactive in this area.

## **2. Proposal**

- 2.1 Llantwit Major have an established Footpath Forum which I am told works very well. It is proposed that the Committee consider a proposal to establish a similar group for Cowbridge with Llanblethian. To assist the discussion attached at Appendix 1 to this report is a copy of the Llantwit Forum's terms of reference (ToR) which if the Committee



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agrees to establish a Forum can easily be adapted to reflect Cowbridge's circumstances,

- 2.2 As can be seen from the ToR there are several groups/bodies represented on the Forum including neighbouring Community Councils. For the Cowbridge it will be important to maintain the principles of Placemaking that Penllyn, Welsh St Donates and Llanfair, and successor community councils, are invited to participate. Other groups will differ from Llantwit in that the Heritage Coast groups may not be relevant, but other Cowbridge based walking groups and may be running groups who use the footpaths will be interested to participate.
- 2.3 Also attached at Appendix 2 is an example of the Llantwit Forums agenda. They have offered for us to send an observer(s) to their next Forum meeting to see how it works and the topics covered first hand if the Committee consider this was of benefit. Their next meeting will probably be in July, this needs to be confirmed, and depending on what the Committee decide the in relation to the formation of a Cowbridge Forum, discussions with local groups and the Vale Footpath Team could progress before attending any Llantwit meeting.

### 3. Conclusions & Recommendations

- 3.1 Walking and access to the countryside are one of the main themes coming out of the first round of Placemaking consultation and there is circa £450,000 S106 unused sustainable transport monies some of which may be available for footpaths. Any schemes identified that might use 106 monies will need to be coordinated with the section 106 Task and Finish group.
- 3.2 To ensure the community derives maximum benefit of these monies and there is a co-ordinated approach to developing and maintaining recreational pathways around the town and surrounding areas a forum would help delivery of a footpath strategy with input from interested parties.
- 3.3 Therefore, it is recommended that:



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- I. The Committee agree to set up a Cowbridge Wirth Llanblethian Footpath Forum.
- II. Nominate a lead to discuss the process of establishing with the Vale's Footpath Team
- III. Contact Llantwit Major to see if it will be possible to send one or two observers to their next forum meeting



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## Appendix 1: Llantwit Major's Footpath Forums Terms of Reference



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## Appendix 1: An Example of Llantwit Major's Footpath Forum Agenda

**Terms of Reference for**  
**Footpath Forum of**  
**Llantwit Major Town Council**

**1. Composition**

The Forum will comprise of 4 Town Councillors, including the Chairperson.

Outside representation from;

- Vale of Glamorgan Council, Rights of Way Officer
- Glamorgan Heritage Coast
- Friends of Glamorgan Heritage Coast
- Valeways
- U3A Representative
- Llantwit Major History Society
- National Farmers Union
- Vale of Glamorgan Ramblers
- Farmers Union of Wales
- St Donats Community Council
- Llanmaes Community Council
- St Athan Community Council

**2. Quorum**

Two Town Council members.

**3. Purpose**

- a) To study and recommend either on an ad-hoc basis, or as directed by Full Council any matters pertaining to Footpaths and Bridleways of Llantwit Major parish.
- b) To analyse information obtained and formulate an action plan or recommendations to achieve objectives.

**4. Action**

The committee to make any actions/recommendations to the Full Town Council for approval.

**6. Budget**

No budget be allocated to this Forum.

**5. Confidentiality**

Because of the nature of some possible tasks, all members must take care to preserve the confidentiality of any documentation or information that comes into their possession as a result of tasks under consideration, subject to Freedom of Information Act.

**6. Frequency of meetings**

- a) To meet a minimum of three times a year, unless an ongoing project dictates more frequent Meetings.
- b) A member of the Town Hall Staff will be in attendance to provide note taking facilities and offer advice, except when matters being considered render this inappropriate.

RQ January 2019

May 2021

May 2022

LLANTWIT MAJOR TOWN COUNCIL

9<sup>th</sup> April 2024

Dear Sir/Madam,

You are invited to attend a remote Footpath Forum Meeting of the Town Council to be held on Tuesday 16<sup>th</sup> April 2024 at 6.30pm, Council Chamber, Old School, Wine Street or remotely using zoom, for the purpose of transacting the following business.

Yours faithfully

//

RE Quinn (Mrs)  
Town Clerk

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**AGENDA**

To receive apologies

To welcome Jo Schup, Friends of Glamorgan Heritage Coast representative.

To receive Councillors declaration of interest forms

1. To receive report of previous meeting held on 15<sup>th</sup> January 2024

**Separately attached {A}**

2. To receive update on footpath 56/2, east of Cwm Colhugh (Castle ditches).

**Councillor Powell**

3. To discuss hedge maintenance schedule

**Councillor Powell**

4. To receive update from Public Rights of Way Officer - Mr David Hunt

**Verbal report Rights of Way Officer**

a) Maintenance log reports dated 3<sup>rd</sup> April 2023

**Separately attached {B}**

5. Members Report

a) Email dated 3<sup>rd</sup> April 2024

**Councillor William Norman - Llantwit Major Town Councillor**

**Separately attached {C}**

b) Email dated 4<sup>th</sup> April 2024

**Councillor Rebecca Christian - St Athan Community Councillor**

**Separately attached {D}**

c) To request update on Valeways waymarking.

**Mr A Simmonds**

6. Request for update re Mill Road, DMMO application.

7. To discuss email dated 9<sup>th</sup> March 2024 from Mr David Hunt re PROW meetings.

**Separately attached {E}**