



Be kind



Bydawch yn garedig

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

MINUTES OF THE ORDINARY MEETING OF THE TOWN COUNCIL

Held in Cowbridge Town Hall Council Chamber and remotely by Microsoft Teams.

Tuesday 18th June 2024, 7:00pm

Present in the Chamber:

- Cllr. Heather Weddell
- Cllr. Geraint Baty
- Cllr. Rowena Harbour
- Cllr. Ian Watkins
- Cllr. Terry Williams
- Cllr. Malcolm Wilson
- Cllr. Charles Champion
- Cllr. John Andrew

Present Online:

- Cllr. Cecilia Hannigan-Davies

Resignations:

Prior to the apologies, it was noted that David Breen and Biga John, both formerly representing Llanblethian East Ward, had resigned their roles as Councillors. Thanks were noted for their exceptional contributions, and it was agreed that their resignations were a great loss to the council.

32/2024 Apologies for Absence

Apologies were acknowledged from Cllr. Alec Trousdell and Cllr. Lianne Evans.

33/2024 Declarations of Interest

There were no declarations of interest.

34/2024 Community Police Matters

Apologies were received from P.C. Stuart Elson and P.C.S.O. Steve Davies as they had been called away to work in Cardiff and were on rest days respectively. The police report was noted. It was agreed to ask P.C. Elson why the theft of lead from the town hall roof was not included in the report as it was stated in the last meeting that it would be on this month's report.

35/2024 Vale Councillor Report

Cllr. Charles Champion updated the room on his Vale Councillor Report.

37/2024 Correspondence

Correspondence was noted, and an action was agreed to request that the Community Engagement Officer add the responsible party's name to the bottom of all social media posts regarding specific events.

38/2024 Minutes

The minutes of the last meeting were reviewed and approved with the following amendments:

- Page 2 **2024/11 External Committees**, it was agreed to add that the representatives to attend the Vale Community Liaison Committee meetings are Cllr John Andrew and Cllr Malcolm Wilson.

- **Page 4 2024/24 Planning Matters**

b) **2024/00338/FUL (TN)** 31 The Broad Shoard

RESOLVED

No objection

- **Page 5 g** A proposal from Cllr. John Andrew to trial a new process for reviewing planning applications was approved as follows:

RESOLVED

Each week, the Deputy Town Clerk will email a spreadsheet of new applications to the Full Council, requesting that councillors review and comment on them as they are received. Applications with "no objections" or no comment will be submitted to the Vale Planning Department by the Deputy Town Clerk within the deadline date. If a councillor wishes to discuss an application at the next meeting, they must contact the Deputy Town Clerk one week prior so it can be added to the agenda. Following the meeting, all further comments will be submitted to the Vale Planning Department by the Deputy Town Clerk or, in her absence, the Town Clerk.

Page 5 2024/25 Pre-Application Consultation

It was agreed that the proposal was thorough, professional, well presented and positive.

RESOLVED

No objection in principle, however, the council will reserve more detailed comments for the actual planning application.

39/2024 Matters Arising

The Town Clerk informed the meeting that the Annual Return, along with the required supporting documents, has been signed and submitted to the Wales Audit Office, ahead of the deadline of 6th July 2024

40/2024 Committees

- Resolutions from the ***Leisure & Amenities Committee*** Meeting held on the 4th June 2024 were noted.
- Resolutions from the ***Finance & Governance Committee*** Meeting held on the 4th June 2024 were noted - Cllr John Andrew requested his apologies be added to the minutes.

41/2024 Working Groups

Updates and recommendations from the following Working Groups were received:

- ***Community Events Working Group*** – Cllr Heather Weddell, Chair of the Working Group informed the meeting that she will be calling a meeting in July to kick off the arrangements for Christmas.
- ***Place Planning Working Group*** – A report was received from Cllr. Malcolm Wilson, Chair of the Working Group.
- ***Town Hall Maintenance Working Group***
- ***Section 106 Working Group*** – It was agreed that the Chair of the Working Group, Cllr. Champion, and the Town Clerk will review the Terms of Reference.

The revised Terms of Reference will be reviewed at the next working group meeting, prior to approval by the Full Council.

42/2024 Financial Report

The Financial Report consisting of bank reconciliation and management accounts ending 31st May 2024 were approved.

43/2024 Planning Matters

The meeting was reminded of the new process for reviewing planning applications.

2024/00143/FUL for 15 and 17 Eastgate, Cllr. Andrew made a proposal; this was approved as follows:

RESOLVED

Cowbridge with Llanblethian Town Council have concerns about this proposed development at the end of two of the Eastgate burgage plots, which originate from the establishment of the town of Cowbridge 770 years ago. In 2018, Members objected to a similar development at 27 Eastgate on the same back lane, on the basis that it would be out of keeping with a row of garages and could be the start of a piecemeal development. If this latest proposal were to go ahead, it would continue this piecemeal development in a conservation area. Given the historic nature of these burgage plots, Members believe that the Conservation Officer should be consulted on this application.

44/2024 Mayor's Report

The Mayor's report was received.

45/2024 Town Clerk's Report

The Town Clerk's report was received.

46/2024 Members' Reports

A written report was received from Cllr. Terry Williams and a verbal report received from Cllr. Gwen Baty.

47/2024 External Committees

It was noted that Cllr. John Andrew and Cllr. Malcom Wilson are representing the Vale Community Liaison Committee.

48/2024 Delegation of Powers to Committees by Full Council

A motion from Cllr. John Andrew regarding the delegation of powers to Committees by Full Council was approved. Key points as follows:

- Delegated powers to the Finance & Governance (F&G), Leisure & Amenities (L&A), and Town Hall Committees are limited to matters of expenditure within their budgets.
- The Committees can transfer up to £5,000 between underspent budgets, provided the overall Committee budget is not exceeded.
- Any additional delegation of powers to Committees must be specifically agreed by the Full Council, limited in scope, and time-limited.

- The Terms of Reference for each Committee will be amended to reflect these changes.

49/2024 Documents for Sealing

The following documents were noted for sealing:

- Transfer of Deed: C402 Plot N198
- Transfer of Deed: C270 Plot D9
- New Deed: C448 Plot F23
- New Deed: C280 Plot D14

50/2024 Date of Next Meeting

The next meeting is scheduled for 16th July 2024.

51/2024 Part Two

RESOLVED

The press and public were excluded from the discussion of item 52/2024 under the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be transacted.

52/2024 Staffing Matters

A report from the Staffing Committee Meeting held on Tuesday, 11th June 2024, was received and approved.

The meeting was adjourned at 8:20 PM

Prepared by:

Cathy Kennedy, Town Clerk
24th June 2024

Approved by Full Council and signed by:

Cllr. Heather Weddell, Mayor