



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

Minutes of the Meeting of the Cowbridge with Llanblethian Town Council

Tuesday 21st January 2025

Present in the Council Chamber: Deputy Mayor Cllr Geraint Baty, Cllr

Wilson, Cllr Andrew, Cllr Gwen Baty, Cllr Hannigan-Davies,

Cllr Carter, Cllr Champion (Town and Vale), Cllr Bond, Cllr John. Also in attendance

Acting Town Clerk Clair Helen Davis.

166/2025 APOLOGIES

Apologies were noted from Cllrs Evans, Harbour and the Mayor Cllr Weddell

167/2025 DECLARATIONS OF INTEREST

To receive any declarations of interest, including the reason (members are reminded of the provisions of paragraph 11 of the Members Code of Conduct, specifically paragraph 11.1).

A declaration of interest was expressed by Cllr Andrew, who lives in close proximity to a planning application.

168/2025 COMMUNITY POLICE MATTERS

The report was noted, it was questioned why the Council has this report and the answer that patterns of crime could be detected, one incident that prompted discussion was two ladies having an argument maybe not have been a police matter. The fact that it was reported meant that police had to attend and include in the December 2024 report.

169/2025 PUBLIC QUESTION TIME

An opportunity to ask councillors questions regarding items on the agenda (24 hours' notice required).

There were no questions.

170/2025 MINUTES



Bydewch yn garedig

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The minutes from the previous meeting were approved.

171/2025 MATTERS ARISING

Members are reminded that matters raised under this item can be discussed, however, resolutions cannot be made without a specific agenda item and supporting documentation.

- a) Land to the West of Clare Gardens, the Acting Town Clerk informed the council that Cllr Bond accepted the position to represent the Council at the forum group to protect the land.
- b) Cinema Projector installation, waiting on third quote.
- c) Architects report, waiting on the report.

172/2025 FINANCIAL REPORTS

Financial reports were approved.

173/2025 COMMITTEES

L & A Committee reported that the recommendation was to lease a smaller Electric van for three years, the Acting Town Clerk to source an electricity source, charger and roof rack. **Approved**

Town Hall Committee reported that the recommendation was to instruct Holloway Partnership Ltd to conduct a Mechanical and Electrical Survey.

Approved.

F & G Committee reported that the insurance report to go to tender would soon be



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complete.

174/2025 CORRESPONDENCE

The correspondence received regarding the safety of lithium batteries noted and continued support approved.

175/2025157/2024 WORKING GROUPS

To review updates and recommendations from the following Working Groups:

- a) **Community Events (Christmas)**, in the absence of the chair of the working group, Cllr Wilson gave an update to the council which included news that the Christmas lights had an issue with the fuse blowing and that a Christmas tree lights had escalated the lights to blow. The next meeting will be 6:30 pm Council Chamber, Town Hall 5th February 2025 which will focus on the first event of the year being Mayday.
- b) **Place Making (Launch of Plan)** Chair of the Working Group Cllr Wilson gave the council an update the Launch is expected to be around March 2025 and that the Placemaking Plan itself is waiting on translation into Welsh. There will be a meeting on the 22nd January 2025 combining both Placemaking and S106 working groups.
- c) **Town Hall Refurbishment** Cllr Wilson gave the update to the council that they are waiting on the report to come in from the architects that will be of significant importance moving forward to an expression of interest for the Heritage Lottery fund.
- d) **Section 106 (Twt Park)** Chair of the S106 working group is Cllr Champion who updated the council that the play equipment for Twt Park had been ordered and



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Dragon Play will commence works in January no specific date as yet.

- e) **Section 106 Working Group and Placemaking** the Terms of Reference were approved.

176/2025 BUDGET 2025/26

The budget was **approved** with a unanimous vote.

Precept increases of 5% or 11 pence a week. The council wanted to express its gratitude to the authors of the budget and the budget report. Cllr Wilson and Acting Town Clerk Clair Helen Davis.

177/2025 PLACEMAKING.

This was discussed in the Placemaking Working Group.

178/2025 PLANNING MATTERS

Application number: 2024/01140/FUL (WG)

Location: 1 Middlegate Walk, Cowbridge

Proposal: Remove existing garage and construct double storey side extension.

Changes to fenestration

Council response: No Objection

Application number: 2024/00709/FUL

Location: West Lodge, Crossways, Cowbridge

Proposal: Proposed Double and single storey side extension with roof terrace.

Council response: No Objection

Application number: 2024/01140/FUL (WG)

Location: Brynawel, 47, Broadway, Llanblethian, Cowbridge

Proposal: Extension to add a side return extension to the ground floor kitchen and first floor shower room, with associated external works. 2 no. roof windows to be



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added to ground floor kitchen/ dining room, and installation of sun tunnel to first floor landing.

Council response: No Objection

Application number: 2024/01157/LBC (GW)

Location: The Old Institute, Town Hall Square, Cowbridge

Proposal: Change of use to Nail Salon, signage and internal alterations.

Council response: Cowbridge with Llanblethian Town Council has no objection in principle, but the signage is inappropriate for a listed building particularly the projecting sign. Also confusion about which part of the building this applies to. The location plan indicates the centre part, but the elevations suggest the end part.

Application number: 2024/01109/FUL (MK)

Location: 7, Porth-y-Green Close, Llanblethian, Cowbridge 7, Porth-y-Green Close, Llanblethian, Cowbridge

Proposal: Cowbridge with Llanblethian Town Council has no objection to this application, but this is a major extension, so the immediate neighbour's comments need to be considered.

Council response: Cowbridge with Llanblethian Town Council has no objection to this application, but this is a major extension, so the immediate neighbour's comments need to be considered.

Application number: 2024/01160/FUL (MK)

Location: The Old Vicarage, Church Road, Llanblethian, Cowbridge

Proposal: Enlargement of existing window to take glazing into the gable. **Addition or** rooflights to rear elevation of kitchen.

Council response: No Objection

Application number: 2024/01203/FUL (WG)



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Location: Foxglove Cottage, 1 Castle Mews, Llanblethian, Cowbridge

Proposal: Partial rebuilding (and extending) of current garage which has severe structural issues resulting to the long-term works conducted on the neighbouring Welsh Water site. By enlarging the garage it can be adapted to create a 'granny annex' for my client's elderly mother

Council response: Cowbridge with Llanblethian Town Council has no objection to this application provided the building is brought up to standard for living accommodation. A condition should be applied to prevent the Annex being sold as a separate dwelling.

Application number: 2024/01222/FUL (WG)

Location: Frondeg, Love Lane, Llanblethian, Cowbridge

Proposal: Extensions to first floor to create additional rooms. Alterations to existing ground floor rear extension. Convert part of front lawn into new parking area for 2 cars and remove the rear parking area.

Council response: No Objection

179/2025 DATA RETENTION CULL OF PAPERWORK

The Acting Town Clerk asked for volunteers to sort through old paperwork in the Town Hall, Cllrs Wilson, Bond, Geraint Baty, Gwen Baty, Carter agreed on the dates



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11th and 12th February.

180/2025 MAYOR'S REPORT

There was no report as the Mayor has recently been unwell.

181/2025 MEMBER REPORTS

There were no member reports.

182/2025 DOCUMENTS FOR SEALING

There were no documents for sealing.

184 DATE OF NEXT MEETING

18th February 2025.

185/2024 PART TWO

To consider and approve the following:

“By virtue of the Public Bodies (Admission to Meetings) Act 1960, the press and public are

excluded from discussion of the full item 186/2024 on the basis that disclosure thereof

would be

prejudicial to the public interest by reason of the confidential nature of the business to be transacted”.

186/2025 STAFFING MATTERS



Be kind



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To receive an update from the staffing committee.