

Cowbridge with Llanblethian Town Council
Minutes of the Town Council Meeting
held in the Council Chamber, Cowbridge Town Hall,
on Tuesday 18th March 2014 at 7.30pm.

Present: Mayor - Councillor Mrs G Baty
Deputy Mayor – Councillor P J Knapp
Councillors: Mrs M Arnold, Mrs F Blomeley, G A Cox, Mrs S M Cox,
Mrs E George, J R Harris, D G Morgan, D W Morris, A T Trousdell,
Mrs S J Vaughan and T L Williams MBE.

In Attendance:

Town Clerk – Mr Andrew Davies
Administrative Assistant - Mrs J Griffin
PCSO O’Callaghan
Reverend Canon Belcher
One Member of the Public.

Reverend Canon Belcher preceded the meeting with a prayer.

Item 1: **Apologies for Absence.**
29/14 Councillor Mrs A Burges.

Item 2: **Declarations of Interest.**
30/14 Councillor Mrs S M Cox – Item 9c (Finance and General Purposes Report) -
Proposed closure of Youth Centre.
Councillor G A Cox - Item 9c (Finance and General Purposes Report) -
Proposed closure of Youth Centre.
Councillor Mrs G Baty - Item 9c (Finance and General Purposes Report) -
Proposed closure of Youth Centre.

Item 3: **The Financial Report.**
31/14 The Report was presented by Councillor J R Harris. The Receipts and
Payments Account for the period 1st April 2013 to 28th February 2014 and
statement of bank balance as at 28th February 2014 was circulated.

Balances as at 28th February 2014.

Current Account:	£ 8,262.00
Investment Gold Account:	£ 57,221.00
Money Market	<u>£ 60,000.00</u>
Total	£125,483.00
Less Outstanding Cheques	<u>£ 25.00</u>
	<u>£125,458.00</u>

Proposed by Councillor J R Harris, seconded by Councillor Mrs S M Cox
and **resolved** that the Receipts and Payments Account and statement of bank
balance be accepted and adopted.

Item 4: **To confirm the minutes of Town Council Meeting held on 18th February**
32/14 **2014.**

Proposed by Councillor D W Morris, seconded by Councillor G A Cox
and **resolved** that the minutes of the Town Council Meeting held on
18th February 2014 was confirmed as a correct record and duly signed.

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Item 5: Matters arising from Town Council Meeting held on 18th February 2014. **33/14**

Councillor J R Harris referred to item 9c (Report of Finance and General Purposes Committee) and following the presentation by the Vale Market Action Group which preceded this meeting, Councillor J R Harris **proposed** that the grant aid payment of £250 be paid to the Vale Market Action Group. The proposal was seconded by Councillor P J Knapp and **resolved**.

Councillor A T Trousdell referred to item 7 (road safety) and advised that he had reported the lack of lighting at the junction of Castle Hill, Bridge Road and Broadway to the Vale of Glamorgan Council who will investigate.

5.1 Letter received Ms D Marles, Monitoring Officer at the Vale of Glamorgan Council, regarding applications for dispensation to the Standards Committee. Ms Marles suggested that previous applications made are resubmitted by Members with specific reference being made to paragraph 2a which states: 'no fewer than half of the members of the relevant authority or of a committee of the authority (as the case may be) by which the business is to be considered has an interest which relates to that business'. The Town Clerk advised that all Members who consider that they have an interest, whether declared or not, as the case may be, should submit an application for dispensation to the Monitoring Officer referring to their individual interest also referring to paragraph 2a.

5.2 Members considered the letter received from One Voice Wales, deferred from the last meeting, regarding Motions for 2014 Annual Conference. Members agreed that there were no motions to be put forward from this Council.

Item 6: Community Police Matters.

34/14 The crime figures for February were circulated to Members and PCSO H O'Callaghan gave background details.

Item 7: Road Safety.

35/14 The following matters were brought to the attention of PCSO O'Callaghan:

- Contractors vans parked in the vicinity of the junction of Love Lane with Broadway, impairing visibility at the brow of the hill.
- Parking at the Limes as a result of work being carried out to one of the properties.
- Parking along the Aberthin Road in the vicinity of the Comprehensive School and also along Broadway in the vicinity of the primary schools.

Letter received from a resident of Llantwit Major advising that there has been a satisfactory outcome to the fixed penalty notice which she received at the Butts and thanking the Town Council for its support.

Noted.

Item 8:
36/14

Reports

a) Mayor

Saturday 1st March – The Mayor and Consort held a Coffee Morning in the Mayor's Parlour in aid of her chosen charities, Marie Curie Cancer Care and Macmillan Cancer Support.

The Mayor and Consort hosted a Concert performed by Cowbridge Male Voice Choir and featuring young vocalists at Holy Cross Church in aid of her chosen charities, Marie Curie Cancer Care and Macmillan Cancer Support.

Thursday 6th March – The Mayor and Consort attended the Royal British Legion Social Evening in Lesser Hall.

Friday 7th March – The Mayor, Councillor Mrs A Burges, Councillor Mrs N C Thomas and Councillor Mrs S Vaughan attended the International Women's Day at the Paget Rooms, Penarth. The theme for Wales was "Empowering Women in Wales in Times of Austerity" and included a light buffet lunch.

Monday 10th March – The Mayor and Consort attended the 'Raising of the Commonwealth Flag Ceremony' hosted by the Mayor of the Vale of Glamorgan Council and attended by Sir Brooke Boothby, Vice Lord Lieutenant. Light refreshments were served later in the Corporate Suite. The Mayor and Consort attended Cowbridge 'Gateway' Monday Club's 36th Annual Dinner in the St Quentin's Suite at the Bear Hotel.

Wednesday 12th March – The Mayor and Consort attended Cowbridge Charter Trust's 10th AGM followed by refreshments, in the Lesser Hall.

b) Town Clerk

The Town Clerk circulated an e-mail from Mari-Wyn Elias- Jones, formerly of Creative Rural Communities, who has now taken up the post of Town Centre Development Officer. Her e-mail suggested that it may be beneficial for her to introduce herself to the Members and explain the background of her new role.

Members of the Town Council agreed that Mari-Wyn should be invited to come along before the next Town Council meeting on 22nd April at 6.30pm.

The Town Clerk drew Members attention to the 'alternative sites' consultation in respect of the Deposit Local Development Plan 2011 – 2026 which runs between on Thursday 20th March and Thursday 1st May 2014. Details will be available on the Vale of Glamorgan Council's website and public exhibitions are to be held throughout the Vale, including the Lesser Hall on Wednesday 26th March between 2pm and 6pm.

Dates for your Diaries:

Nominations for Mayor and Deputy Mayor - 18th March 2014.

Big Screen 17th April 2014 – The Butler.

Tuesday 20th May 2014 - Mayor Making.

Wednesday 21st May 2014 - Adjourned Annual General Meeting.

Sunday 13th July 2014 – Civic Sunday.

Sunday 9th November 2014 – Remembrance Sunday.

Payment of the accounts to be ratified

Expenses totalling £14,682.29 to be paid.

Proposed by Councillor Mrs S M Cox, seconded by Councillor J R Harris, that the payment of the accounts be ratified.

Resolved as proposed.

**Item 9:
37/14**

Reports of Committees.

a. Leisure & Amenities.

Councillor Mrs M Arnold reported on the meeting held on 3rd March 2014. Councillor J R Harris referred to Item 8 in respect of the Section 106 monies for the part replacement of play equipment at Twt Park. He referred to the information circulated to Members at the meeting and that any CASH grant application submitted to the Vale of Glamorgan Council as part funding for the equipment should be approved prior to it being made. Councillor Mrs M Arnold explained that there had been a delay to the provision of one quotation and the deadline date for the CASH grant application is 31st March 2014. The Town Clerk confirmed that the application would be one of two submitted by the Town Council, the other being in relation to equipment for Aberthin Village Hall, which has already been approved for submission.

Proposed by Councillor Mrs S M Cox, seconded by Councillor T L Williams that the Town Council gives conditional approval to the CASH grant application being made subject to the Members approving the proposed schemes.

Resolved as proposed.

Members discussed Item 7.2 regarding a feasibility study being carried out as to whether a hand rail could be fitted along the footpaths leading into Holy Cross Church.

Proposed by Councillor D W Morris, seconded by Councillor Mrs S M Cox, that no feasibility study is undertaken by the Town Council on the basis that the approach to the church is on flat ground and totally dissimilar to Llanblethian Church and in addition, any hand rail would be detrimental to the appearance of the church, which is grade I listed and its grounds.

Resolved as proposed.

Proposed by Councillor Mrs S M Cox, seconded by Councillor T L Williams that the report be accepted and adopted.

Resolved as proposed.

b. Planning.

Councillor Mrs S M Cox reported on the meeting held on 3rd March 2014

Proposed by Councillor D W Morris, seconded by Councillor T L Williams, that the report be accepted and adopted.

Resolved as proposed.

c. Finance and General Purposes.

Councillor J R Harris reported on the meeting held 4th March 2014 and highlighted a number of items.

Proposed by Councillor Mrs E George, seconded by Councillor D W Morris, that the report be accepted and adopted.

Resolved as proposed.

Item 9: Reports of Committees (Continued)

d. Town Hall

Councillor D W Morris reported on the meeting held 4th March 2014 and referred to Item 6 confirming that the work replacing the chamber windows has been completed and all present agreed that an excellent job has been carried out.

Following lengthy discussion, it was agreed that Item 8 regarding hirers' banners be referred back to the Town Hall Committee for further consideration.

Councillor D W Morris advised that the application made by the Town Council to Creative Rural Communities for a grant to purchase an electric screen and projector for use in the Main Hall has been approved.

The Mayor took the opportunity to thank Mrs Griffin for the assistance and additional hours worked by her during the Town Clerk's absence. Councillor Mrs S M Cox thanked Councillor Mrs S Vaughan for her assistance at the Leisure and Amenities and Planning Meetings.

Proposed by Councillor Mrs S M Cox, seconded by Councillor P J Knapp, that the report be adopted.

Resolved as proposed.

Item 10: Reports of Representatives & Other Committees.

38/14

10.1

Cowbridge and Llanblethian United Charities.

No meeting.

10.2

Evan Jenkins Charity.

Next meeting 10th April.

10.3

Cowbridge Institute Charity.

No meeting.

10.4

One Voice Wales.

Next meeting 28th April 2014 when the South Wales Police Commissioner will be in attendance and any questions which the Town Council Members might have should be sent to the Town Clerk well in advance of the meeting. Councillor Mrs S M Cox advised that she would be unable to attend and asked Councillor Mrs E George if she would go in her place.

10.5

Conservation Area Advisory Sub-Group

No representative.

10.6

Cowbridge and District Museum Trust.

Councillor Mrs S M Cox reported that at the last meeting held on 13th March, a new trustee was appointed.

10.7

Cowbridge Town Twinning Association.

Councillor Mrs G Baty advised that the AGM was held on 14th March but she was unable to attend. Next meeting 19th March at which arrangements for the visit from Clisson are to be discussed.

- Item 10: Reports of Representatives & Other Committees (Continued)**
- 10.8 **Joint Liaison Association on Footpaths.**
No meeting.
- 10.9 **Governing Body of Y Bont Faen Primary School.**
Next meeting is due to be held week commencing 24th March.
- 10.10 **Governing Body of Ysgol Iolo Morganwg.**
Councillor Mrs G Baty advised that a subcommittee meeting had been held earlier in the day to discuss staffing for next term.
- 10.11 **Cowbridge Chamber of Trade.**
No representative.
- 10.12 **Cowbridge in Bloom.**
Councillor T L Williams advised that a meeting was recently held at which Councillor Mrs E George was welcomed.
- 10.13 **Best Kept Village.**
Councillor Mrs E George reminded Members that there will be a fund raising event on 19th March at Duffryn Gardens which will take the form of 'Gardener's Question Time'.
- 10.14 **Community Liaison Committee.**
Councillor J R Harris advised that the next meeting is 19th March which he is unable to attend. The Town Clerk confirmed that Councillor Mrs N C Thomas will be attending as the reserve.
- 10.15 **Age Connect.**
No representative.
Councillor T L Williams advised that he is unable to attend the event being held at Cowbridge Comprehensive School organised by Alice Matthews who came to talk to the Town Council previously. Councillor Mrs G Baty also gave her apologies due to a prior commitment.
- 10.16 **Cowbridge Charter Trust.**
Councillor Mrs S M Cox reported on the AGM which was held on 12th March and which included a display of aerial photographs that have been taken of various areas of Cowbridge, particularly the Physic Garden and Old Hall Gardens. There was also an exhibition of the forthcoming programme.
- 10.17 **Creative Rural Communities.**
Next meeting 10th April.
- 10.18 **Food and Drink Festival Committee.**
No meeting.

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- Item 10:** **Reports of Representatives & Other Committees (Continued)**
10.19 **Vale Market Action Group**
Councillor Mrs S Vaughan advised that a subcommittee had met on 27th February when legal aspects and funding sources were considered. The group is in the process of registering as a 'Charitable Incorporated Organisation' which will allow it to access funding on a wider scale. The name of the group will probably change to 'Vale Market Community Enterprise Group'.
- 10.20 **Llanblethian Community Group.**
Councillor Mrs G Baty reported that the group are holding a Curry and Quiz night on 2 April. A successful 'litter pick' was held on 15th March. The group is also hoping to 'list' the water pumps with CADW and obtain a defibrillator to be sited in the Church Hall.
- 10.21 **Destination Management Group.**
No meeting.
- 10.22 **Charter Action Plan Working Group.**
No meeting.
- Item 11:** **Local Government Byelaws (Wales) Act 2012 – Consultation document**
39/14 **Separate enclosure.**
The Members of the Town Council agreed that a response should be sent to the consultation document advising that it has no observations nor has it any intention of making any or enforcing any bye laws at the present time.
- Item 12:** **Correspondence.**
40/14
12.1 Letter received from One Voice Wales regarding the renewal of the annual membership. The cost of renewal is £533 which represents an increase of £15 on last year.
Proposed by Councillor J R Harris, seconded by Councillor Mrs G Baty and **resolved** that the membership of One Voice Wales is renewed by the Town Council.
- Item 13:** **Publications.** (All held by the Town Clerk unless otherwise stated).
41/14
13.1 'The Clerk' – March 2014.
13.2 Clerks and Councils Direct – March 2014.
Noted.
- Item 14:** **Nominations for Mayor and Deputy Mayor for the ensuing year.**
42/14
Councillor Mrs G Baty invited members to give nominations for Mayor for the ensuing year.

Councillor Mrs S M Cox proposed Councillor P J Knapp
Councillor T L Williams seconded the proposal.
Councillor P J Knapp accepted the proposal.

Councillor Mrs G Baty asked whether there were any other nominations for Mayor.
There were no other nominations

Resolved that Councillor P J Knapp is appointed Mayor for 2014/2015.

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**Item 14: Nominations for Mayor and Deputy Mayor for the ensuing year
(Continued)**

Councillor Mrs G Baty invited members for nominations for Deputy Mayor for the ensuing year.

Councillor J R Harris proposed Councillor D W Morris
Councillor T L Williams seconded the proposal.
Councillor D W Morris accepted the proposal.

Councillor Mrs G Baty asked whether there were any other nominations for Deputy Mayor.

There were no other nominations

Resolved that Councillor D W Morris is appointed Deputy Mayor for 2014/2015.

Item 15: Documents for sealing.

43/14

Grant of Exclusive Right of Burial for Grave No. N163B in the Limes Cemetery purchased by Mr N Worswick, 13 Stradling Close, Cowbridge.

Document sealed.

Item 16: Date and time of next Meeting.

44/14

Tuesday 22nd April 2014 at 7.00pm.

Councillor Mrs G Baty

Mayor.

Date minutes signed.