

**Cowbridge with Llanblethian Town Council**  
**Minutes of the Town Council Meeting**  
**held in the Council Chamber, Cowbridge Town Hall,**  
**on Tuesday 22<sup>nd</sup> April 2014 at 7.00pm.**

**Present:** Mayor - Councillor Mrs G Baty  
Deputy Mayor – Councillor P J Knapp  
Councillors: Mrs M Arnold, Mrs F Blomeley (*arrived Item 4*), Mrs E George,  
J R Harris, D G Morgan, D W Morris, Mrs N C Thomas, A T Trousdell and  
Mrs S J Vaughan.

**In Attendance:**

Town Clerk – Mr Andrew Davies  
Administrative Assistant - Mrs J Griffin  
Reverend Canon Belcher  
Sergeant Steve Trigg

Reverend Canon Belcher preceded the meeting with a prayer.

**Item 1: Apologies for Absence.**

**45/14** Councillors G A Cox, Mrs S M Cox and T L Williams MBE.

**Item 2: Declarations of Interest.**

**46/14** Councillor Mrs S Vaughan – Matters relating to Local Development Plan.  
Councillor Mrs N C Thomas - Matters relating to Local Development Plan.

Councillors Mrs M Arnold, Mrs G Baty and J R Harris have received dispensation from the Standards Committee to be allowed to discuss and vote on the Local Development Plan apart from the Evan Jenkins Charity Candidate site.

Councillor Mrs F Blomeley has received dispensation from the Standards Committee to be allowed to discuss and vote on the Local Development Plan.

**Item 3: The Financial Report.**

**47/14** The Report was presented by Councillor J R Harris. The Receipts and Payments Account for the period 1<sup>st</sup> April 2013 to 31<sup>st</sup> March 2014 and statement of bank balance as at 31<sup>st</sup> March 2014 was circulated.

Balances as at 31<sup>st</sup> March 2014.

Current Account:	£ 8,021.50
Investment Gold Account:	£ 46,642.57
Money Market	<u>£ 60,000.00</u>
Total	£114,664.07
Less Outstanding Cheques	<u>£ 5,726.36</u>
	<u>£108,937.71</u>

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

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**Item 4: 48/14 To confirm the minutes of Town Council Meeting held on 18<sup>th</sup> March 2014.**

Councillor Mrs S Vaughan referred to Item 10.19 in respect of the report of the Vale Market Action Group and advised that the wording should be amended to read 'Charitable Incorporated Organisation'.

**Proposed** by Councillor P J Knapp, seconded by Councillor Mrs M Arnold and **resolved** that the amended minutes of the Town Council Meeting held on 18<sup>th</sup> March 2014 was confirmed as a correct record and duly signed.

**Item 5: 49/14 Matters arising from Town Council Meeting held on 18<sup>th</sup> March 2014.**  
No matters arising.

**Item 6: 50/14 Community Police Matters.**

Sergeant Steve Trigg introduced himself to Members and referred to the crime details that had been circulated at the meeting. Sergeant Trigg advised that Members could sign up to a 'Community Messaging Scheme' which gives 'alerts' through text, e-mail or telephone voice message. This has been introduced through the Community Safety Partnership.

The following items were brought to the attention of Sergeant Trigg:

- Grass fires on the common above Aberthin – Sergeant Trigg was not aware of any report from the Fire Service of these occurrences but will check the records.
- Reference was made to police attendance at Council meetings and Sergeant Trigg advised that current staffing levels have resulted in it not always being possible for a police representative to attend every meeting. Sergeant Trigg is happy to receive any concerns from Councillors via e-mail.
- 'Spam' e-mail being received from HMRC regarding alleged tax rebates.

Councillor A T Trousdell advised that there is a site on HMRC for reporting incidences of 'phishing' e-mails.

**Item 7: 51/14 Road Safety.**

The following matters were discussed:-

- Speeding traffic in Aberthin and the possibility of a speed survey being carried out.  
Sergeant Trigg advised that an initial 'hand held' camera survey is carried out and are followed by the next level of enforcement providing that the results are sufficient to 'trigger' this action. Sergeant Trigg stated that results of previous surveys should be available if requested.
- Cars parked on the corner of the junctions of Aubrey Terrace with Croft Street and Croft Terrace obstruct the view of emerging traffic.
- Parking on the double yellow lines opposite the bridge at the bottom of Church Hill, Llanblethian, making it difficult for larger vehicles to negotiate the junction.

Item 8:  
52/14

**Reports**

**a) Mayor**

**Saturday 22<sup>nd</sup> March** – The Deputy Mayor and Deputy Mayoress attended a Concert performed by the African Children’s Choir at the Memorial Hall, Barry with a pre-concert reception in the Green Room.

**Monday 24<sup>th</sup> March** – The Mayor and Consort attended Cardiff County and Vale of Glamorgan Music Service’ Junior Schools’ Music Festival Concert at St David’s Hall, Cardiff

**Tuesday 25<sup>th</sup> March** - The Mayor and Consort attended Cardiff County and Vale of Glamorgan Music Service Lord Mayor’s Charity Spring Showcase, hosted by the Right Honourable The Lord Mayor of Cardiff, Councillor D Morgan, at St David’s Hall, Cardiff. Pre-concert drinks were served in the St Asaph Room, with an interval drinks reception and a post-concert buffet.

**Thursday 27<sup>th</sup> March** – The Mayor and Consort attended the Bridgend Samaritans AGM at Vale Cricket Club, Corntown.

**Friday 4<sup>th</sup> April** – The Mayor and Consort attended Barry Town Mayor’s Charity Dinner Dance at the Mount Sorrel, Barry in aid of Ty Hapus and The Jam Fund.

**Saturday 5<sup>th</sup> April** - 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.

**Thursday 10<sup>th</sup> April** - The Mayor and Consort attended Bro Radio’s ‘5 Years on Air’ Birthday Celebration at The Dolphin Bar, Barry Island.

**Sunday 13<sup>th</sup> April** – The Mayor provided refreshments in the Town Hall for the Rotary Charity Walk.

The Mayor and Consort attended St Donats Atlantic Chorale performance of Handel’s ‘Messiah’ in the Bradenstoke Hall, St Donats.

**b) Town Clerk**

The Town Clerk referred to a letter received from the Cowbridge and District Royal British Legion that invited Members of the Town Council to attend a service which is to be held on Sunday, 3<sup>rd</sup> August at Holy Cross Church at 11am, followed by refreshments at the Duke of Wellington inn. The purpose of the service is to act as part of the centenary commemoration to mark the beginning of World War One.

**Dates for your Diaries:**

Big Screen 17<sup>th</sup> April 2014 – The Butler.

Tuesday 20<sup>th</sup> May 2014 - Mayor Making.

Wednesday 21<sup>st</sup> May 2014 - Adjourned Annual General Meeting.

Big Screen 22<sup>nd</sup> May 2014 – ‘Gravity’.

Big Screen 19<sup>th</sup> June 2014 – ‘Saving Mr Banks’.

Sunday 13<sup>th</sup> July 2014 – Civic Sunday.

Sunday 3<sup>rd</sup> August 2014 – Royal British Legion’s World War 1 Commemoration Service at the Holy Cross Church.

Sunday 9<sup>th</sup> November 2014 – Remembrance Sunday.

Payment of the accounts to be ratified

Expenses totalling £25,263.07 to be paid.

**Proposed** by Councillor Mrs N C Thomas, seconded by Councillor P J Knapp, that the payment of the accounts be ratified.

**Resolved** as proposed.

**Item 9:  
53/14**

**Reports of Committees.**

**a. Leisure & Amenities.**

Councillor Mrs M Arnold reported on the meeting held on 7<sup>th</sup> April 2014 and referred to the Consultation exercise that took place in the Lesser Hall on 11<sup>th</sup> and 12<sup>th</sup> April. The exercise provided a clear favourite out of the three proposals and also a number of requests were made for the retention of a number of the existing pieces of equipment. All these matters are to be considered at the next Committee meeting and to arrange consultation with the favoured play company's representative.

**Proposed** by Councillor Mrs N C Thomas, seconded by Councillor A T Trousdell, that the report be accepted and adopted.

**Resolved** as proposed.

**b. Planning.**

Councillor Mrs N C Thomas reported on the meeting held on 7<sup>th</sup> April 2014.

**Proposed** by Councillor D W Morris, seconded by Councillor P J Knapp, that the report be accepted and adopted.

**Resolved** as proposed.

**c. Finance and General Purposes.**

Councillor J R Harris reported on the meeting held 8<sup>th</sup> April 2014 and reminded Members of the agreement to provide Grant Aid in the sum of £300 to the 'First Responders'. A Member of the 'First Responders' would like to meet with the Town Council to update them on progress.

**Proposed** by Councillor Mrs E George, seconded by Councillor P J Knapp, that the report be accepted and adopted.

**Resolved** as proposed.

**d. Town Hall**

Councillor D W Morris reported on the meeting held 8<sup>th</sup> April 2014 and referred to the newly installed and commissioned electric screen and projector. Councillor D W Morris explained that there were 'teething problems' at the Big Screen film last week but these are being dealt with.

**Proposed** by Councillor P J Knapp, seconded by Councillor Mrs F Blomeley, that the report be adopted.

**Resolved** as proposed.

**Item 10:  
54/14**

**Reports of Representatives & Other Committees.**

10.1

**Cowbridge and Llanblethian United Charities.**

No meeting.

10.2

**Evan Jenkins Charity.**

(a)

Letter received from the Clerk of the Charity advising that the period of office for Councillor Mrs G Baty as a trustee of the Charity has expired.

**Proposed** by Councillor J R Harris, seconded by Councillor D W Morris and **resolved** that Councillor Mrs G Baty serves a further term as trustee.

At the last meeting, new stockbrokers were appointed.

- Item 10: Reports of Representatives & Other Committees (Continued)**
- 10.3 **Cowbridge Institute Charity.**  
Councillor Mrs G Baty reported on the meeting held 16<sup>th</sup> April at which the Trustees agreed that the management of the investments should be transferred from Brewers Dolphin to Charles Stanley who are London based but have an office in Cardiff .
- 10.4 **One Voice Wales.**  
Next meeting 28<sup>th</sup> April and will be attended by Councillor Mrs E George.
- 10.5 **Cowbridge and District Museum Trust.**  
No representative.
- 10.6 **Cowbridge Town Twinning Association.**  
Councillor Mrs G Baty reported that a full programme has been drawn up for the visitors from Clisson who will arrive on 29<sup>th</sup> May.
- 10.7 **Joint Liaison Association on Footpaths.**  
Councillor Mrs M Arnold reported that a number of dates have been provided by Mr Gwyn Teague, the footpaths officer at the Vale of Glamorgan Council, and the favoured date is Thursday 29<sup>th</sup> May at 6pm in the Council Chamber.
- 10.8 **Governing Body of Y Bont Faen Primary School.**  
Next meeting 8<sup>th</sup> May.
- 10.9 **Governing Body of Ysgol Iolo Morganwg.**  
Councillor Mrs G Baty reported that the next meeting will be held on 13<sup>th</sup> May and that the Choir from the school has been selected as one of six finalists to perform on the BBC programme, 'Songs of Praise' on Sunday, 27<sup>th</sup> April.
- 10.10 **Cowbridge Chamber of Trade.**  
Councillor Mrs N C Thomas advised that she has not been notified of any recent meetings.
- 10.11 **Cowbridge in Bloom.**  
Provisional date of next meeting is 1<sup>st</sup> May.
- 10.12 **Best Kept Village.**  
Next meeting 23<sup>rd</sup> May.  
Councillor Mrs E George advised that the 'Gardeners Question Time' event held at Duffryn Gardens was very successful with 59 tickets sold and both parties are keen to repeat the venture.
- 10.13 **Community Liaison Committee.**  
Councillor Mrs N C Thomas reported on the meeting held in January at which items including Section 106 monies, Greenlinks Community Bus Service and 'Cyd Cymru' (a cheaper energy initiative) were discussed and there was a presentation given by South Wales Fire Service. Councillor Mrs Thomas advised that she was unable to attend the meeting in March.
- 10.14 **Age Connect.**  
No representative.

**Item 10: Reports of Representatives & Other Committees (Continued)**

10.15

**Cowbridge Charter Trust.**

No representative.

10.16

**Creative Rural Communities.**

Councillor Mrs G Baty reported on a recent meeting at which changes to the organisation were discussed with the group to become a 'Local Access Group'. New initiatives are being introduced which include Heritage Coast activities, a Schemed Walk Project and food based activities.

10.17

**Food and Drink Festival Committee.**

No meeting.

10.18

**Vale Market Action Group**

Councillor Mrs S Vaughan reported on the meeting held 2<sup>nd</sup> April and all information required by the Vale of Glamorgan Council has now been submitted and an updated Cabinet Report is expected late June/July.

10.19

**Llanblethian Community Group.**

Councillor Mrs G Baty advised that the group is currently drawing up its next newsletter.

10.20

**Destination Management Group.**

No meeting.

10.21

**Charter Action Plan Working Group.**

No meeting.

*Councillors Mrs N C Thomas and Mrs S Vaughan left the meeting during the following item and returned upon its conclusion.*

**Item 11:  
55/14**

**Vale of Glamorgan Local Development Plan 2011-2026:  
Alternative Sites Register.**

The Members considered each of the sites contained within the 'Alternative Sites Register' separately.

**ASN 1** – Cowbridge Comprehensive School 6<sup>th</sup> Form Block (*proposed alternative use – community/education*)

**Resolved** that the Town Council does not support the proposal but is in favour of the previous suggestion for residential.

**ASN 2** – The Limes, Cowbridge (*proposed alternative use – residential*)

**Resolved** that the Town Council is in support of the proposal.

**ASN 3** – River Walk, Cowbridge (*proposed alternative use – residential*)

**Resolved** that the Town Council is in support of the proposal.

**ASN 4** – Livestock Market, Cowbridge (*proposed alternative use – residential*)

**Resolved** that the Town Council does not support the proposal but is in favour of mixed use with the retention of the livestock market.

**ASN 48** – Castle Hill, Llanblethian (*proposed alternative use – residential*)

**Resolved** that the Town Council is in support of the proposal.

**Item 11: Vale of Glamorgan Local Development Plan 2011-2026:  
Alternative Sites Register (Continued)**

**ASN 64** – Land at North Road, Cowbridge (*proposed alternative use – residential*)

**Resolved** that the Town Council is in support of the proposal.

**ASN 86** – Land south of Primrose Hill, Cowbridge (*proposed alternative use – residential*)

**Resolved** that the Town Council does not support the proposal.

**ASN 93** – Land west of Aberthin (*proposed alternative use – residential*)

**Resolved** that the Town Council does not support the proposal.

**ASN 94** – Land at Glyncoed, Aberthin (*proposed alternative use – residential*)

**Resolved** that the Town Council does not support the proposal.

**ASN 96** – Former British Legion Site, Cowbridge (*proposed alternative use – residential*)

**Resolved** that the Town Council is in support of the proposal.

**ASA 4** – Land South of Primrose Hill, Cowbridge - (*proposed alternative use – reduce the designation of special landscape area*)

**Resolved** that the Town Council does not support the proposal.

**ASA 5** – Land to the West of Darren Farm, Cowbridge - (*proposed alternative use – extend designation of residential settlement boundary*)

**Resolved** that the Town Council does not support the proposal.

**ASA 11** – Land to the West of Darren Farm, Cowbridge - (*proposed alternative use – mixed use – extend allocation boundary to include open space and community use*)

**Resolved** that the Town Council does not support the proposal.

**ASA 42** – Land adjoining St Athan Road, Cowbridge (*proposed alternative use – special landscape area – extend designation to include site*)

**Resolved** that the Town Council is in support of the proposal.

**ASA 62** – Upper Thaw Valley (*proposed alternative use – special landscape area – reduce designation*)

**Resolved** that the Town Council does not support the proposal.

**ASD 7** – Darren Farm Link Road (*proposed alternative use – delete site*)

**Resolved** that the Town Council is in support of the proposal.

**ASD 8** – Primary School at Land North and West of Darren Close, Cowbridge (*proposed alternative use – delete site*)

**Resolved** that the Town Council is in support of the proposal.

**ASD 9** – Land North and West of Darren Close, Cowbridge (*proposed alternative use – delete site*)

**Resolved** that the Town Council is in support of the proposal.

**ASD 14** – Cowbridge Comprehensive Lower School (*proposed alternative use – delete site*)

**Resolved** that the Town Council is in support of the proposal.

**Item 11: Vale of Glamorgan Local Development Plan 2011-2026:  
Alternative Sites Register (Continued)**

**ASD 15** – Land adjoining St Athan Road, Cowbridge (*proposed alternative use – delete site*)

**Resolved** that the Town Council is in support of the proposal.

**ASD 16** – Cowbridge Comprehensive 6<sup>th</sup> Form Block, Aberthin Road (*proposed alternative use – delete site*)

**Resolved** that the Town Council does not support of the proposal.

**ASD 17** – Land adjoining Court Close, Aberthin (*proposed alternative use – delete site*)

**Resolved** that the Town Council does not support of the proposal.

The Members discussed and voiced concerns about a number of areas within the Town Council's boundary that are contained within the Deposit Draft Local Development Plan and the Alternative Sites Register. These involve several substantial housing developments which are proposed and will impact negatively upon the town for a number of reasons. These include drainage and sewage as flooding has been an issue within the town in recent years and the existing sewerage system is antiquated and requires continual intervention and maintenance. The existing provision of education for the town is under constant pressure to the extent that local residents are unable to send their children to local schools. The greatest impact resulting from any significant increase in the housing stock will be that of transport and in particular the parking in and around the town which is already 'choked' especially following the loss of the rural bus services.

It was agreed that the response from the Town Council in relation to the Alternative Sites Register should include the concerns raised where appropriate and the Town Clerk will circulate those Members present with that information prior to its being sent to the Vale of Glamorgan Council.

**Item 12: Correspondence.  
56/14**

12.1 Letter received from the Vale of Glamorgan Council regarding the former British Legion Site. A recent site inspection revealed that the untidy land issues have now been addressed but that should the situation reoccur the matter can be investigated further once the planning enforcement team has been contacted.

**Noted.**

12.2 E-mail communication received from Elisa Faulkner regarding the local lettings policy which has been applied to the new housing in Town Mill Road. Members of the Town Council are invited to visit the site on Tuesday 10<sup>th</sup> June at 10am and Ms Faulkner would like to come along to give a formal update to the Members before the July meeting. The Town Council agreed that Ms Faulkner should be inviting to speak to them and give an update of the local lettings policy before July's council meeting. Any member wishing to visit the site on 10<sup>th</sup> June should advise the Town Clerk by Monday 28<sup>th</sup> April.



- Item 12:**           **Correspondence (Continued)**  
12.3               Letter received from the Field Change Advisor of the Post Office regarding the closure of the post office at Spar Stores, High Street, Cowbridge.  
The writer gave assurance that the Post Office is currently investigating the options available to enable reinstatement of a post office service for the local community and that future provision will reflect customer numbers and usage which may provide the opportunity to establish an alternative type of service. The letter provided alternative access to post office services at Llantwit Major, Pontyclun and St Athan. In each of these cases, reference was made to the parking available and also to a 'free national bus service scheme' for members of the community over 60 or who are disabled.  
It was unanimously agreed that a response should be sent from the Town Council pointing out that the parking provision is only relevant in ideal conditions i.e. that parking spaces have not already been occupied and also that the reference to the bus services are totally out of date and misleading, in that they no longer exist. It was also agreed that the letter should state that the Town Council is eager to learn of the latest plans to reinstate the Post Office service in the town and what arrangements are being made during the interim period. The impact of the closure will include the loss of a large post box and it is hoped that consideration will have been given to the remaining post boxes being emptied on a more frequent basis to cater for the additional mail that will be deposited in them.
- Item 13:**           **Publications.** (All held by the Town Clerk unless otherwise stated).  
57/14               None.
- Item 14:**           **Documents for sealing.**  
58/14               Grant of Exclusive Right of Burial for Grave No. D44 in the Limes Cemetery purchased by Mrs D M Neilly, 15 Tyla Rhosyr, Cowbridge.  
Grant of Exclusive Right of Burial for Cremation Plot C15 in the Limes Cemetery transferred into the name of Mrs C D Anstee, Willow Cottage, Treoes.  
**Document sealed.**
- Item 15:**           **Date and time of next Meeting.**  
59/14               Mayor Making - Tuesday 20<sup>th</sup> May 2014 at 7.30pm.  
Adjourned AGM – Wednesday 21<sup>st</sup> May 2014at 7.00pm.

Councillor P J Knapp  
**Mayor.**  
Date minutes signed.