

**Cowbridge with Llanblethian Town Council**  
**Minutes of Meeting of the Leisure & Amenities Committee**  
**held in the Council Chamber, Cowbridge Town Hall,**  
**on Monday 7<sup>th</sup> November 2005 at 7.00pm.**

**Present:** Vice Chairman – Councillor A Williams  
Mayor – Councillor Mrs G Baty  
Deputy Mayor – Councillor Mrs L Adams  
Councillors - Mrs A Burges, R G Jones and H Ll Morgan.

**In Attendance:**  
Town Clerk - Andrew Davies.

**Item 1: Apologies for Absence.**  
Councillors: Mrs M Arnold and D W Morris.

**Item 2: Declarations of interests.**  
None.

**Item 3: Matters arising from the Committee meeting held on 4<sup>th</sup> October 2005.**  
None.

**Item 4: Matters arising from the Full Council meeting held on 18<sup>th</sup> October 2005.**  
None.

**Item 5: Playground Equipment Maintenance Report.**  
The monthly inspection report was circulated to all members and advised that all equipment is safe to use.  
The Town Clerk drew the following items to the attention of the Committee.

- Twt Play Park – Junior Slide, recommendation to re-paint.  
The Town Clerk advised that the Amenities Supervisor has rubbed down and filled the corroded areas of the slide and will paint it as soon as the weather permits.
- The tiles beneath the 1 bay 2 flat seats swing is spongy and holed. The Town Clerk confirmed that he is looking at an alternative to a ‘wet pour’ safety surface which may be less expensive.

5.1 Independent Playground Inspection Report carried out by I P I (Independent Playground Inspections).  
Members considered the report, which included a risk assessment of both sites i.e. Twt Play Park and Llanblethian Playing Fields both of which were noted as being in good condition and well maintained.  
In the Twt Park one item, the multi play unit was given a medium risk assessment and it is recommended that the chain tension on the clatter bridge is adjusted.  
The Town Clerk will place an order with the Vale of Glamorgan Council for the chains to be re-tensioned.  
In Llanblethian Playing fields, one item was given a medium risk with a recommendation. That was the goal post area where the ground has sunk and requires re-instating.  
After discussion, it was agreed that the goal posts are moved forward to allow for the re-instatement of the affected ground.

**Item 5: Playground Equipment Maintenance Report.(continued)**

5.1 Independent Playground Inspection Report carried out by I P I (Independent Playground Inspections)

Members queried why Llanblethian Playing Field is considered to be a medium risk site when the majority of the risk assessments were given as low or very low risk. The Town Clerk will contact the Inspector to clarify the matter.

**Item 6: Amenities Supervisor's Report.**

The Town Clerk reported on the following items:

- Limes Cemetery – Mr James has requested funding to be provided (£45.00) to construct new troughs for the inside of the entrance of the cemetery to replace the existing, which are his own property. Members agreed that Mr James should construct the new troughs.
- Graffiti has appeared overnight last night (Sunday) at the Twt Play park – this has been reported to the police who are to make a photographic record before its removal.

**Item 7. Budget 2006/2007**

Members of the Committee considered a draft budget for 2006/2007 basing their discussions on the figures for this current financial year. It was agreed that the grass-cutting budget should reflect the inclusion of Southgate Park and possibility of the extension of the cemetery being cut by a different contractor. This will be dependant upon the outcome of discussions with the school.

Members recommend an overall increase of 6.7% of the Leisure and Amenities Budget as the result of their deliberations.

**Item 8: Rolling Programme 2005/2006**

8.1 Limes Cemetery

i) Boundaries

The Town Clerk advised that he has spoken to the police about the damage to the trees in the extension of the cemetery along the boundary with the school and the matter of ownership needs to be resolved.

With regard to fencing for the boundary, the Town Clerk has identified a style of fence which might be suitable to secure the boundary and will attempt to find out further information regarding a supplier.

ii) Sewer

The Town Clerk has spoken Mr Lewis at the Vale Council who confirmed that the matter is still ongoing

iv) Extension to the Limes Cemetery.

The Town Clerk reported to the Committee that the Chair of Governors, Mrs Janet Williams, has contacted him to advise that a meeting will be arranged to discuss the grass cutting in the extension of the cemetery once confirmation of a representative from the Vale of Glamorgan Council has been received. Mrs Williams will contact the Council shortly once further information is known.

8.2 Holy Cross Church Yard.

Councillor Mrs Adams reported that she and Councillor Mrs Baty had attended various workshops run by Creative Rural Communities in the Vale during which the feasibility study of the churchyard was mentioned. It was suggested that the cost involved for a study to be carried out might be reduced if someone local, possibly retired, carried it out.

**Item 8: Rolling Programme 2005/2006**

- 8.2 Holy Cross Church Yard.(Continued)  
Councillor Mrs Adams mentioned that Mr John Pavitt, the former chairman of the Buildings Preservation Society, might be contacted to find out if he was interested in carrying a survey and if not, whether he knew of anyone who might be approached. Members agreed that the Town Clerk should contact Mr Pavitt to ‘sound him out’ about the possibility of carrying out a survey.
- 8.3 Twt Play Park.  
The Town Clerk advised members that Mr James has already removed two trailer loads of leaves from the park.  
The Town Clerk reported that a number of bin liners require replacing and these will be ordered from the supplier; he confirmed that the cost is £45 per liner (nett) they are the type that are padlocked to prevent removal.
- 8.4 Emms Cottage.  
The Town Clerk confirmed that work has now been completed by Colin Anstee, Landscape Contractors as discussed and agreed at the last meeting.
- 8.5 Llanblethian Playing Fields.  
No matters arising.
- 8.6 Southgate Park.  
No matters arising.
- 8.7 Cae Rex Allotments.  
The Town Clerk confirmed that a letter has been sent to the Allotment Association giving permission for the additional shed to be erected for equipment storage.

**Item 9: The Limes Cemetery Cowbridge. (Memorial applications.)**

- 9.1 Application by Edwards Memorials to place a memorial on Grave No N140 (Taylor).  
**Approved.**
- 9.2 Application received from Ash Memorials to add an inscription to the Memorial on Grave No. N114 (Beech).  
**Approved.**
- 9.3 Application received from The Slate Sign Company to place a memorial on Grave No N141 (Rich).  
**Approved.**

**Item 10: Correspondence.**

- 10.1 Letter received from Mr G Deaves concerning the lock-up in the Limes Cemetery and expressing concerns about its proximity to his boundary and the cement asbestos roof. The Town Clerk advised members that he has been contacted by the Environmental Health Department at the Vale of Glamorgan Council whom Mr Deaves has also been in touch with. The roof was inspected within the last twelve months as a result of an asbestos survey carried out in compliance with Health and Safety requirements on all buildings in the ownership of the Town Council. The results of the survey were faxed through to the Environmental Health Department for their information.  
Mr Deaves is also complaining about the run off of water from the lock-up, which he claims is running onto his property. The Town clerk advised that as far as he is aware, at the time that the lock-up was erected the property was a ‘council house’ under the ownership of the Vale of Glamorgan Council. He will make enquiries with the Council to try and establish the exact line of the boundary between the Cemetery and No. 30 Borough Close before proceeding with the matter.

**Item 10: Correspondence (Continued).**

- 10.2 Letter received from the Vale of Glamorgan Council in respect of the Rural Community Grass Cutting. The letter was in response to a letter sent from the Town Council requesting details of the final scheduled cut of 2005 and raising concerns about the amount of grass left lying on the verges.  
The letter advised that the last cut was undertaken on the 20 September 2005 and the current financial position of the Parks and Ground Maintenance Division excludes any continuance or extension to the planned cutting season. Similarly there is no identified budget to allow for the collection of grass from highway verges.  
**Noted.**  
Members discussed the content of the letter and **recommend** that a further letter is sent requesting that consideration is given to reviewing next season's grass cutting programme with a view of including a cut in October.

- 10.3 A copy of an email was received from Patrick Jenkins, who lives in Germany and circulated to members for consideration. In his message Mr Jenkins was wondering whether it was possible for a commemorative bench to be purchased for the Twt Play Park in memory of his late mother who died a year ago. The Park was one of her favourite places where she enjoyed taking her granddaughter.  
Members agreed that initial enquiries should be made to identify the supplier of the existing benches in the Park and the cost of installation. This can then be sent Mr Jenkins for his consideration.

**Item 11: Any Other Business**

- 11.1 Members discussed the following items
- Members agreed that a letter should be sent to the Vale of Glamorgan Council to ask what the position is regarding the 'cricket field' having regard to recent indications of the 'go ahead' being given for additional buildings to accommodate Cowbridge Comprehensive School 'Lower School' students on the Aberthin Road Site.
  - Members again voiced concerns about the continued use of the 'closed' toilets at the Butts. The Committee recommend that a letter is sent to the Vale of Glamorgan Council to enquire what their proposals are for the building. The letter should also point out the lack of baby changing facilities, which are provided.

**Item 12: Date and time of next Meeting.**

Monday 5<sup>th</sup> December 2005 at 7.00pm.

Councillor A Williams.  
**Vice Chairman.**