

**Cowbridge with Llanblethian Town Council**  
**Minutes of the Town Council Meeting**  
**held in the Council Chamber, Cowbridge Town Hall,**  
**on Tuesday 17<sup>th</sup> April 2007 at 7.00pm.**

**Present:** Mayor – Councillor Mrs L Adams  
Deputy Mayor – Councillor H LI Morgan (*arrived during Item 6*)  
Councillors: Mrs M Arnold, A E Banks, Mrs G Baty, Mrs A Burges,  
Mrs S M Cox, W H Evans, J R Harris, D W Morris, L E Taylor,  
A Williams and Mrs M Y Williams MBE.

**In Attendance:**

Town Clerk - Mr Andrew Davies  
Administrative Assistant - Mrs Jackie Griffin  
Inspector Patterson  
Treasurer – Mrs J Tyre

**Item 1:**           **Apologies for Absence.**  
**48/07**           Councillors G A Cox and A Thomas.

**Item 2:**           **Declarations of Interest.**  
**49/07**           Councillor L E Taylor – Item 9 (Planning - Minutes Item 5.7)  
Councillor A Williams – Item 9 (Planning - Minutes Item 5.9)

**Item 3:**           **The Treasurer's Report.**  
**50/07**           The Report was presented by the Treasurer, Mrs J Tyre. The Receipts and Payments Account for the period 1<sup>st</sup> April 2006 to 31<sup>st</sup> March 2007 and statement of bank balance as at 31<sup>st</sup> March 2007 had previously been circulated.

Balances as at the 31<sup>st</sup> March 2007.

Current Account:	£ 1,500.00
Investment Gold Account:	£ 42,286.50
Money Market	<u>£ 50,000.00</u>
Total	£ 93,786.50
Less Outstanding Cheques	<u>£ 16,939.65</u>
	<u>£ 76,846.85</u>

**Proposed** by Councillor Mrs S M Cox, seconded by Councillor Mrs G Baty, that these reports be accepted and adopted.

**Resolved:** This report be adopted.

- Item 4:**           **To confirm the minutes of the Town Council Meeting held on**  
**51/07**           **20<sup>th</sup> March 2007.**  
**Proposed** by Councillor D W Morris, seconded by Councillor L E Taylor, and **Resolved** that the minutes of the Town Council Meeting held on 20<sup>th</sup> March 2007 were confirmed as a correct record and duly signed.
- Item 5:**           **Matters arising from Town Council Meeting held on**  
**52/07**           **20<sup>th</sup> March 2007.**  
The Town Clerk confirmed that a response is still awaited from the Vale of Glamorgan Council and that enquiries into ownership of the sewer in the extension of the Cemetery is to be undertaken by Mr Jim Jones of Andrew and James Partnership.
- Item 6:**           **Community Police Matters.**  
**53/07**           The crime figures for March 2007 were circulated. Inspector Patterson gave background details and advised that of the 19 crimes reported, 14 have been detected.  
Members drew the following items to Inspector Patterson's attention:
- Concerns over continued use of mobile phones;
  - Increased parking outside the Yorkshire Building Society.
- Item 7:**           **Road Safety.**  
**54/07**           In response to a query raised, Inspector Patterson advised that any of the utilities engaged in road works are responsible for traffic management and do so in liaison with the Vale of Glamorgan Highways Department.
- In relation to car parking on the Downs, Inspector Patterson advised that his officers do 'book' some offenders and give warnings to others. Whilst there has been improved signage advising of the prohibition of vehicles on the Downs there are still a number of access points where such signs have not been placed. This matter was discussed by the Planning Committee, with a recommendation for Full Council.
- Item 8:**           **Reports**  
**55/07**           **a) Mayor**  
**Saturday 24 March 2007** – the Deputy Mayor attended the funeral held at Holy Cross Church, of Mrs Mary Hall, who was Mayor in 1970, of the former Borough Council.  
**Monday 26<sup>th</sup> March 2007** – the Mayor attended a Concert of the Cardiff County and Vale of Glamorgan Youth Orchestra at UWIC Colchester Avenue Cardiff which featured a tribute to Sibelius.  
**Wednesday 28<sup>th</sup> March**- the Mayor attended Cowbridge Comprehensive School's 'Certificate Ceremony' held at the Leisure Centre at which Year 11 and 13 Students receive their GCSE and A Level certificates. The guest of honour was Ms. Justina Simpson.  
**Friday 30<sup>th</sup> March** – The Mayor attended Llantwit Major Town Council's Citizens Award Ceremony held at Llantonian Hall, Llantwit Major  
**Sunday 1<sup>st</sup> April** – The Mayor and Consort attended the Blessing and Dedication Ceremony of the Town Hall, Barry, hosted by Councillor Nic Hodges, Mayor of the Vale of Glamorgan,  
**Monday 2<sup>nd</sup> April** – The Mayor attended the WRVS lunch in the Lesser Hall and judged the 'Easter Bonnet' competition.

- Item 8: Reports (Continued)**  
**b) Town Clerk's Report**  
**Dates for your diaries:**  
Thursday 3<sup>rd</sup> May 2007: 'Casino Royale'  
Tuesday 22<sup>nd</sup> May 2007 – Mayor Making  
Wednesday 23<sup>rd</sup> May – Adjourned AGM  
Monday 11<sup>th</sup> June 2007 – Vale of Glamorgan Council – 'State of Area Debate' at Cowbridge Comprehensive (Aberthin Road) School Lower Hall

Payment of the accounts to be ratified  
Expenses totalling £21,352.82 to be paid.

**Proposed** by Councillor A Williams, seconded by Councillor J R Harris, that the payments of the accounts be ratified.

**Resolved** as proposed.

- Item 9: Reports of Committees.**  
**56/07 a. Leisure & Amenities.**

Councillor A Williams reported on the meeting held 2<sup>nd</sup> April 2007.

**Proposed** by Councillor Mrs G Baty, seconded by Councillor W H Evans, that the report be accepted and adopted.

**Resolved** as proposed.

**b. Planning.**

Councillor Mrs S M Cox reported on the meeting held 2<sup>nd</sup> April 2007.

**Proposed** by Councillor W H Evans, seconded by Councillor L E Taylor, that the report be accepted and adopted.

**Resolved** as proposed.

**c. Finance and General Purposes Committee**

Councillor J R Harris reported on the meeting held on 3<sup>rd</sup> April 2007.

**Proposed** by Councillor Mrs S M Cox, seconded by Councillor Mrs M Y Williams MBE, that the report be accepted and adopted.

**Resolved** as proposed.

**d. Town Hall**

Councillor W H Evans reported on the meeting held 3<sup>rd</sup> April 2007

**Proposed** by Councillor Mrs M Y Williams MBE, seconded by Councillor D W Morris, that the report be accepted and adopted.

**Resolved** as proposed.

- Item 10:**        **Axis 3 Funding.**  
**57/07**           Letter received from Creative Rural Communities following the meeting with members of the Town Council. Also enclosed are details of the existing Creative Rural Communities Membership list. The letter referred to the ideas put forward by the Town Council and indicated that some may be suitable for funding through Creative Rural Communities rather than under Axis 3 Projects. In particular these were the ‘pumps’, identification and possible restoration where appropriate; ‘young people’s forum’ involving the youth service and schools; and planting on Primrose Hill.  
It was agreed that a committee of interested members should be formed and the first meeting to be held on Wednesday 16<sup>th</sup> May at 10.a.m.  
Councillors: Mrs L Adams, Mrs M Arnold, Mrs G Baty, Mrs S M Cox, J R Harris, H L I Morgan, D W Morris and L E Taylor put their names forward.
- Letter received from Creative Rural Communities inviting the Town Council to put forward a representative to join a new Creative Rural Communities Partnership Board, which is due to meet for the first time in the autumn. Members agreed that the selection should be made at the next meeting, when all representatives on the various outside bodies are considered. Members can indicate their interest on the preference form.  
**Proposed** by Councillor H L I Morgan, seconded by Councillor L E Taylor that the letter is acknowledged and that the Town Council will be pleased to have a representative on the board and details of that person will be notified by the end of May.  
**Resolved** as proposed.
- Item 11:**        **Reports of Representatives.**  
**58/07**
- 11.1**            **Cowbridge and Llanblethian United Charities.**  
No meeting.
- 11.2**            **Evan Jenkins Charity.**  
Next meeting 26<sup>th</sup> April 2007
- 11.3**            **Cowbridge Institute Charity.**  
No meeting.
- 11.4**            **One Voice Wales.**  
Next meeting 30<sup>th</sup> April 2007
- 11.5**            **Conservation Area Advisory Sub-Group.**  
The last meeting had no matters relating to the Cowbridge area
- 11.6**            **Cowbridge and District Museum Trust.**  
No meeting.

- Item 11: Reports of Representatives. (Continued)**
- 11.7 Cowbridge Town Twinning Association.**  
No meeting.  
Representatives are attending celebrations that are being held in Clisson on the 16<sup>th</sup> / 17<sup>th</sup> May to celebrate both the anniversary of the German Twinning with the town and to mark a new roundabout that has been constructed with European Funding.
- 11.8 Joint Liaison Association on Footpaths.**  
No meeting.
- 11.9 Governing Body of Y Bont Faen Primary School.**  
The Town Clerk holds minutes of the meeting on 15th March.
- 11.10 Governing Body of Ysgol Iolo Morganwg.**  
Meeting held on 27<sup>th</sup> March with the Estyn Inspectors who were at the school. There is a further meeting on 18<sup>th</sup> April.
- 11.11 Cowbridge Chamber of Trade.**  
No meeting.
- 11.12 Cowbridge in Bloom.**  
Next meeting 26<sup>th</sup> April.
- 11.13 Rural Vale Police/Community Consultative Group.**  
Next meeting 30<sup>th</sup> April in the Council Chamber.
- 11.14 Best Kept Village.**  
No meeting.
- 11.15 Ystradowen Recreation Ground and Allotments Charity.**  
Councillor W H Evans reported that he had attended a meeting on 16<sup>th</sup> April, when it was revealed that alteration to the allocation of funds from the Trust has been agreed by the Charity Commission. This will allow more funds to be released for recreational purposes. The charity has authorised payments to each of the four villages it covers.
- 11.16 Community Liaison Committee.**  
Next meeting 30<sup>th</sup> May 2007.
- 11.17 Walled Towns Friendship Circle.**  
No meeting.
- 11.18 Vale of Glamorgan Buildings Preservation Trust.**  
No meeting.
- 11.19 Age Concern 'Good Neighbour Scheme'.**  
No meeting.
- 11.20 Vale of Glamorgan Safety Partnership.**  
No meeting.

**Item 11: Reports of Representatives. (Continued)**

**11.21 Cowbridge Charter Trust.**

Councillor Mrs S M Cox reported that there has not been a recent meeting of the Trust but that leaflets advertising the Jazz Festival that runs from the 28<sup>th</sup> June to 1<sup>st</sup> July are now in circulation.

**11.22 Fair Trade Group**

No meeting.

**Item 12: Information Day.**

**59/07**

The Town Clerk confirmed that he has spoken with Mrs Pamela Robson, Curator of the Museum, and agreed that 'Heritage Open Day' will run at the same time as the Information Day. Subject to confirmation, the Museum will use the theme of 'Cowbridge Old and New' in the Chamber, with the replica of the town stocks also on display. The Mayor's Parlour will also be open as it has been in previous years.

Councillor J R Harris agreed to collate and coordinate details of groups and organisations for the 'information day' to try and ensure the widest possible collection of local groups are represented and given the opportunity to attend.

Members agreed that the Parish Office at Holy Cross Church should be contacted and advised that it is the intention for the Town Council to take part in Heritage Weekend and that the Town Hall will be open on 15<sup>th</sup> September. Should the Rectorial Benefice intend to take part by opening any of its churches, choosing the same date may be beneficial.

**Item 13: Correspondence**

**60/07**

- 13.1 Letter from One Voice Wales giving guidance on establishing a complaints procedure.  
Referred to the Finance and General Purposes Committee for discussion with a view to making a recommendation back to Full Council.
- 13.2 Letter from The Vale of Glamorgan Council regarding the new kerbside garden waste collection service. The letter outlined details of the new scheme, which will operate on a fortnightly basis and coincide with the recycling day for plastic and cardboard. Re-usable sacks are available at the cost of £1.00 each.  
**Noted.**
- 13.3 Letter from The Vale of Glamorgan Council regarding the Clean Neighbourhood and Environment Act 2005. The writer, Mr Clifford Parish, is Operational Manager for Waste Management and Cleansing who offered to give a presentation to the Council on the matter and may give an opportunity to discuss possible partnership campaigns and also to raise awareness of litter problems with respective Governing Bodies of local schools.  
**Proposed** by Councillor L E Taylor, seconded by Councillor H LI Morgan, that Mr Parish should be invited to give a presentation to the members of the Town Council before the next meeting, which is the adjourned AGM on Wednesday 23<sup>rd</sup> May, providing that this is convenient to Mr Parish.  
**Resolved** as proposed.

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- Item 13: Correspondence (continued)**
- 13.4 Letter from the Information Commissioner's Office (Wales) regarding the Freedom of Information Act. The letter advised that as the 'independent regulator' of the Act part of its role is to raise the public's awareness of how it works. A 'step by step' guide to responding to requests for information is enclosed together with tips to remember when responding. An enquiry service is also provided and advice can be given upon request.  
**Noted.**
- 13.5 Letter and Media Pack received in respect of a new publication called 'Vale Life' which is due to be launched with its first issue in June. As well as advertising opportunities, any stories of local interest will be considered for publication.  
**Noted.**
- 13.6 Letter from Welsh Assembly Government enclosing Local Government Policy Statement 2007 – 'A Shared Responsibility' (Document held by Town Clerk).
- A summary of the eighty-page document has been received from One Voice Wales and circulated to all Members. The accompanying letter advised that One Voice Wales would continue to work closely with the Assembly Government, the Welsh Local Government Association and others, on the implementation of these important policy documents. One Voice Wales has requested any responses and feedback from its members.  
**Proposed** by Councillor Mrs G Baty, seconded by Councillor L E Taylor, that a positive response should be sent back to One Voice Wales and to emphasise the need for continued discussions with the various bodies to implement the important policy commitment and for Regional Committees to be kept advised and consulted as necessary. This will also enable the Town Council's representative to update the council of any progress.  
**Resolved** as proposed.
- Item 14: Publications (All held by the Town Clerk unless stated).**  
**61/07**
- 14.1 Race Equality News – Issue 37 – Spring 2007.  
**Noted.**
- Item 15: Documents for sealing.**  
**62/07**
- 15.1 Grant of Exclusive Right of Burial for Grave N155 in The Limes Cemetery by Mr J Lewis, 5 Talyfan Close, Brookfield Park, Cowbridge.
- 15.2 Grant of Exclusive Right of Burial for Cremation Plot D2 in The Limes Cemetery by Mr G Edwards, 3 The Broad Shoard, Cowbridge.
- 15.3 Grant of Exclusive Right of Burial for Grave N158 in The Limes Cemetery by Mrs M Oakley, 16 Westgate, Cowbridge.
- 15.4 Grant of Exclusive Right of Burial for Grave N159 in The Limes Cemetery by Mrs J Woolloff, Trotwood Cottages, Boroughra Road, Green Hammerton, York.  
**All Documents Sealed.**

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**Item 16:**  
**63/07**

**Date and time of next Meeting.**

Mayor Making Tuesday 22<sup>nd</sup> May 2007 at 7.30pm.  
Adjourned AGM Wednesday 23<sup>rd</sup> May at 7.30pm.

Councillor H LI Morgan  
**Mayor**

Date minutes signed