

**Cowbridge with Llanblethian Town Council**  
**Minutes of the Town Council Meeting**  
**held in the Council Chamber, Cowbridge Town Hall,**  
**on Tuesday 21<sup>st</sup> July 2009 at 7.00pm.**

**Present:** Mayor – Councillor J R Harris  
Deputy Mayor – Councillor L E Taylor  
Councillors: Mrs M Arnold, A Banks, Mrs G Baty, G A Cox, Mrs S M Cox,  
Mrs S Massey (*arrived Item 6*), D W Morris, A Thomas and N C Thomas.

**In Attendance:**

Town Clerk - Mr Andrew Davies  
Administrative Assistant - Mrs Jackie Griffin  
Inspector Mark Taylor  
Mrs J Isaacs - Glamorgan Gem Newspaper.

Councillor G A Cox opened the meeting with a prayer.

The Mayor welcomed Councillor Mrs N C Thomas back after her recent illness.

**Item 1:**           **Apologies for Absence.**  
**106/09**           Councillors Mrs A Burges and A Williams.  
Mrs P Prowle, Treasurer  
Revd J Jenkins and Revd M Trick

**Item 2:**           **Declarations of Interest.**  
**107/09**           Councillor Mrs S M Cox – Planning Minutes, Item 5.4.

**Item 3:**           **The Treasurer's Report.**  
**108/09**           The Report was presented by Councillor L E Taylor in the absence of the Treasurer. The Receipts and Payments Account for the period 1<sup>st</sup> April 2009 to 30<sup>th</sup> June 2009 and statement of bank balance as at 30<sup>th</sup> June 2009 was circulated.

Balances as at the 30<sup>th</sup> June 2009.

Current Account:	£ 1,569.00
Investment Gold Account:	£ 55,056.53
Money Market	<u>£ 60,000.00</u>
Total	£116,625.53
Less Outstanding Cheques	<u>£ 6,922.67</u>
	<u>£109,702.86</u>

**Proposed** by Councillor L E Taylor, seconded by Councillor A Thomas, that these reports be accepted and adopted.

**Resolved:** This report be adopted.

**Proposed** by Councillor J R Harris, seconded by Councillor A Thomas and **resolved** that the funds on Money Market are reinvested upon the current expiry date.

- Item 4:**           **To confirm the minutes of Town Council Meeting held on**  
**109/09**           **16<sup>th</sup> June 2009.**  
**Proposed** by Councillor D W Morris, seconded by Councillor Mrs G Baty and **resolved** that the minutes of the Town Council Meeting held on 16<sup>th</sup> June 2009 were confirmed as a correct record and duly signed.
- Item 5:**           **Matters arising from Town Council Meeting held on**  
**110/09**           **16<sup>th</sup> June 2009.**  
Councillor J R Harris referred to Item 7, Road Safety, and thanked Inspector Taylor for the prompt action taken by the Police in relation to the car parked on the pavement on Brookfield Park Road.
- Councillor J R Harris thanked all those involved in the distribution of the Conservation Appraisal Questionnaires.
- Item 6:**           **Community Police Matters.**  
**111/09**           The current crimes figures were circulated which showed a drop from the previous month and the same month last year and Inspector Taylor gave background details.  
Inspector Taylor reported that there had been a four-day police operation targeting theft from vehicles and there are plans for similar operations to take place.
- Members asked Inspector Taylor if future PACT meetings in Cowbridge could be more widely advertised as it has become apparent that members of the public are unaware of them.
- Item 7:**           **Road Safety.**  
**112/09**           The following items were discussed:
- Inspector Taylor to make enquiries as to when the 40mph speed limit on the Llantwit Major Road is to be implemented;
  - Inspector Taylor reported that traffic congestion along Broadway is being investigated by the Legal Department at the Vale of Glamorgan Council;
  - Police Officers continue to deal with parking problems on the High Street through enforcement and education;
  - Residents of Aberthin have expressed concerns over the speed of vehicles along Pen-y-Lan Road; Inspector Taylor will discuss the matter with PCSO O'Callaghan.
- Councillor G A Cox advised that the matter is being looked at by the Engineering Design Department at the Vale of Glamorgan Council.
- Item 8:**           **Reports**  
**113/09**           **a) Mayor**  
**Wednesday 24<sup>th</sup> June** - The Mayor and Mayoress attended a service 'Celebration Praise' in recognition of the Flower Festival at the Holy Cross Church, Cowbridge.  
**Friday 26<sup>th</sup> June** - The Deputy Mayor and Deputy Mayoress attended a concert at the Holy Cross Church in celebration of the Flower Festival.  
**Sunday 28<sup>th</sup> June** - The Mayor attended a Confirmation Service by the Bishop of Llandaff at the Holy Cross Church.

**Item 8: Reports**

**a) Mayor (Continued)**

**Thursday 2<sup>nd</sup> July** – The Mayor and Mayoress attended Year 9 Enterprise Week at Cowbridge Comprehensive School and officially opened the Trade Fair.

**Saturday 4<sup>th</sup> July** – The Mayor and Mayoress hosted a Coffee Morning in the Mayor's Parlour in aid of Breast Cancer Care.

**Sunday 5<sup>th</sup> July** – The Mayor and Mayoress attended Llantwit Major Town Council's Civic Sunday at St Illtyd's Church followed by a reception at Llantonian Hall.

**Tuesday 7<sup>th</sup> July** – The Mayor and Mayoress attended an Inaugural Soiree of the Primary Cluster Links Orchestra and Friends at the Sixth Form Hall, Cowbridge Comprehensive School.

**Sunday 12<sup>th</sup> July** - The Mayor, Mayoress and Town Councillors hosted Cowbridge Town Council's Civic Sunday Parade and Service at the Holy Cross Church, followed by a Reception at the Main Hall.

**Monday 13<sup>th</sup> July** – The Mayor and Mayoress attended the Leavers Service at St Cadoc's Church, Cowbridge.

**Thursday 16<sup>th</sup> July** – The Mayor and Mayoress attended a Concert given by Cardiff County and Vale of Glamorgan's Youth Orchestra at Llandaff Cathedral featuring music of leading British and American composers of the twentieth century.

**Saturday 18<sup>th</sup> July** – The Mayor and Mayoress attended a Jazz Evening hosted by the Town Twinning Association in the Physic Garden.

The Mayor thanked everyone who helped make Civic Sunday so successful.

**b) Town Clerk**

Due to ill health, Councillor D E Magnay has been forced to resign from the Town Council.

The Town Clerk stated that he has been advised by the Vale of Glamorgan Council that no request has been made for an Election in respect of the Casual Vacancy in Llanblethian West Ward and therefore the Town Council may now proceed to fill it by way of co-option. Notices have been posted with a closing date of 31<sup>st</sup> July.

In relation to the vacancy for the Cowbridge Ward, six applications have been received.

Paragraph 63 of Standing Orders dictates the composition of the 'Appointments Committee'. To simplify the interview process, it is suggested that interviews for both wards take place on the same day.

In accordance with Standing Orders, the Appointments Committee will comprise of the following:

Councillors J R Harris, D W Morris, Mrs S M Cox, A E Banks and Mrs G Baty (Reserve).

**Dates for your diaries**

Heritage Day - 19<sup>th</sup> September 2009

Food & Drink Festival – 24<sup>th</sup> & 25<sup>th</sup> October 2009

Remembrance Sunday – 8<sup>th</sup> November 2009

Mayor's Ball – 23<sup>rd</sup> April 2010.

- Item 8:**           **Reports (Continued)**  
**b) Town Clerk**  
Payment of the accounts to be ratified  
Expenses totalling £11,028.14 to be paid.  
**Proposed** by Councillor Mrs S M Cox, seconded by Councillor J R Harris,  
that the payments of the accounts be ratified.  
**Resolved** as proposed.
- Item 9:**           **Approval of Accounts for year ended 31<sup>st</sup> March 2009.**  
**114/09**           **Proposed** by Councillor G A Cox, seconded by Councillor Mrs S Massey,  
that the accounts of this Council, year ended 31<sup>st</sup> March 2009 are approved.  
**Resolved** as proposed.
- Proposed** by Councillor Mrs G Baty, seconded by Councillor J R Harris,  
that Mrs H Emberling be appointed the Internal Auditor for the accounts year  
ended 31<sup>st</sup> March 2009.  
**Resolved** as proposed.
- Item 10:**          **Reports of Committees:**  
**115/09**           **a. Leisure & Amenities.**  
Councillor Mrs M Arnold reported on the meeting held 6<sup>th</sup> July 2009.  
**Proposed** by Councillor G A Cox, seconded by Councillor A Thomas,  
that the report be accepted and adopted.  
**Resolved** as proposed.
- b. Planning.**  
Councillor Mrs S M Cox reported on the meeting held on 6<sup>th</sup> July 2009.  
**Proposed** by Councillor D W Morris, seconded by Councillor Mrs G Baty,  
that the report be accepted and adopted.  
**Resolved** as proposed.
- c. Finance & General Purposes.**  
Councillor L E Taylor reported on the meeting held 7<sup>th</sup> July 2009.  
Councillor Mrs G Baty referred to Item 7.1 relating to a grant application  
received from Mencap Cymru and requested that the Town Council  
reconsider the recommendation made by the Finance and General Purposes  
Committee.  
**Proposed** by Councillor L E Taylor, seconded by Councillor A E Banks that  
a payment of £50 be made to Mencap Cymru towards the provision of  
services in the Vale of Glamorgan.  
**Resolved** that in pursuance of the power conferred by section 137 of the  
Local Government Act 1972 (as amended) and being of the opinion that the  
expenditure satisfies the requirements of that section, the Committee  
approves the payment of the sum of £50 to Mencap Cymru.
- Proposed** by Councillor A Thomas, seconded by Councillor A E Banks,  
that the report be accepted and adopted.  
**Resolved** as proposed.

- Item 10: Reports of Committees: (Continued)**  
**d. Town Hall.**  
Councillor A Thomas reported on the meeting held 7<sup>th</sup> July 2009.  
**Proposed** by Councillor L E Taylor, seconded by Councillor Mrs G Baty that the report be accepted and adopted.  
**Resolved** as proposed.
- Item 11: Reports of Representatives.**  
**116/09**
- 11.1 Cowbridge and Llanblethian United Charities.**  
No meeting.
- 11.2 Evan Jenkins Charity.**  
Councillor Mrs M Arnold reported on a meeting held 16<sup>th</sup> July at which there were reports from the Trust Managers regarding the funds of the Charity.
- 11.3 Cowbridge Institute Charity.**  
Councillor Mrs S M Cox reported on a meeting held 23<sup>rd</sup> July at which there was various grants made and the annual accounts approved.
- 11.4 One Voice Wales.**  
Next meeting 27<sup>th</sup> July.
- 11.5 Conservation Area Advisory Sub-Group.**  
No representative.
- 11.6 Cowbridge and District Museum Trust.**  
No meeting.
- 11.7 Cowbridge Town Twinning Association.**  
Councillor Mrs G Baty advised that a very successful event was held in the Physic Garden on 18<sup>th</sup> July.
- 11.8 Joint Liaison Association on Footpaths.**  
Councillor Mrs M Arnold reported that no meeting had been held and was very concerned at the situation. The Town Clerk advised that the post at the Vale of Glamorgan Council is still vacant and is due to be re-advertised. Councillor Mrs M Arnold will call a meeting and contact the relevant parties.
- 11.9 Governing Body of Y Bont Faen Primary School.**  
Councillor Mrs N C Thomas advised that she was unable to attend the last governor's meeting but had been able to attend the presentation and concert marking the retirement of the current headteacher, Mrs Dodd. The new headteacher, Mr Mike Griffiths, starts in September.
- 11.10 Governing Body of Ysgol Iolo Morganwg.**  
No meeting.
- 11.11 Cowbridge Chamber of Trade.**  
Councillor A E Banks reported on the AGM held on 7<sup>th</sup> July at which the events over the past year were reviewed and discussions took place about 'Sunday Opening', the website and fashion week at which it is hoped to have the 'longest catwalk in the UK'.

- Item 11: Reports of Representatives. (Continued)**
- 11.12 Cowbridge in Bloom.**  
No representative.
- 11.13 Rural Vale Police/Community Consultative Group.**  
Next meeting 27<sup>th</sup> July.
- 11.14 Best Kept Village.**  
Councillor L E Taylor advised that the presentation dinner was held on 8<sup>th</sup> July at the Blacksmiths, Llanmaes. Llanmaes retained the title with Wenvoe and Ystradowen, close second and third. Y Bont Faen Nursery section gained second place and the primary received third place in their respective categories. Special awards were made to Oakfield Primary School in Barry and Church Row in Pendoylan.
- 11.15 Ystradowen Recreation Ground and Allotments Charity.**  
Councillor A E Banks was unable to attend the last meeting in June.
- 11.16 Community Liaison Committee.**  
Next meeting to be held 22<sup>nd</sup> July, which Councillor Mrs N C Thomas will attend.
- 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 representative.
- 11.20 Vale of Glamorgan Community Safety Partnership.**  
No meeting.
- 11.21 Cowbridge Charter Trust.**  
Councillor Mrs S M Cox reported on the AGM of the Limited company held on 8<sup>th</sup> July, at which the Old Hall, Old Hall Gardens and the future of the Town Walls were discussed.
- 11.22 Fair Trade Group**  
No representative.
- 11.23 Creative Rural Communities.**  
No meeting.
- 11.24 Food & Drink Festival Committee.**  
Councillor Mrs S M Cox reported on the meeting held 14<sup>th</sup> July at which funding and stall applications were discussed.

**Page seven**

- Item 12:**        **Report of Sub Committee for Tourism and Heritage.**  
**117/09**        Councillor Mrs S M Cox, chair of the committee, reported that three meetings have been held, the first with a representative from Creative Rural Communities and the two following with representatives of various organisations. The aim of the committee is to consolidate the requirements of the various organisations in relation to signage and maps etc. under heritage and tourism and for a grant application to be made to incorporate all of these. It is hoped that a scheme will be put together in the Autumn.
- Item 13:**        **Youth Council.**  
**118/09**        No representative.
- Item 14:**        **Report on Play Equipment – Aberthin.**  
**119/09**        Councillor D W Morris reported that the grant application has been approved by the Welsh Assembly Government and the ‘green light’ given for the project to proceed. The contractor has been instructed to order the equipment that will take approximately six to seven weeks to arrive and this will be followed with its installation. Funding has already been received from two of the three charities.
- Item 15:**        **Correspondence.**  
**120/09**
- 15.1            A letter has been received from the Headteacher, Cowbridge Comprehensive School regarding the suggested Prize from the Town Council for Citizenship. Mrs Evans fully supports the proposed prize and advised that the next prize giving is to be held on 23<sup>rd</sup> March 2010.  
The item will be referred back to the Finance and General Purposes to chose a suitable ‘badge’ for the winner.
- 15.2            Information received from Eaga plc regarding the ‘Switch over help scheme’ relating to Digital TV offering support literature in the forms of posters/leaflets/information packs.  
The Town Council agreed that the Town Clerk should send for the literature and also that Age Concern be made aware of the scheme through the Town Council representative, Councillor Mrs A Burges.
- 15.3            Letter received from Mr D Weber regarding the renewal of the fencing at Cae Rex Allotments as reported in the Gem newspaper. The writer has spoken to a number of allotment holders who indicated that they would be content with a new chain link fence using the existing concrete posts rather than a total replacement.  
It was agreed that the matter should be referred to the Leisure and Amenities Committee for consideration. Councillor Mrs M Arnold advised that she has received a quotation from Ashdown Fencing to replace the existing chain link fence with a new one and this will also be discussed at the next committee meeting.

**Page eight**

**Item 15: Correspondence. (Continued)**

15.4 Letter received from Mrs D Kennedy, Secretary of Transition Group concerning the provision of additional allotments and to develop community gardens in the Cowbridge area. It has been suggested to the group that the far end of Poplars Park could be utilised. The group are looking for the help of the Town Council for any information, which would help identify areas that they could develop. The group have the support of the Federation of City Farms and Community Gardens and would bring in the help of the Groundwork Trust to clear the land.  
The members discussed the content of the letter and agreed that it should be referred to the Vale of Glamorgan Council within whose area this land lies.

15.5 Letter received from Lisa Belouin, Deputy Mayor of Clisson Ville regarding a project called 'Programme Jules Verne' which involves the exchange of a teacher to teach at the local comprehensive school for twelve months and include accommodation the whole family and placement of the children at local schools. The writer requests that the Town Council supports the project outlined.  
The Town Clerk had spoken to the Deputy Mayor at Clisson and sent her contact details of the Education Department at the Vale of Glamorgan Council. Since then the Deputy Mayor at Clisson had contacted him to advise that the exchange has been cancelled due to difficulties over the arrangements. However, it is hoped that it maybe possible to arrange in future years.

**Noted.**

15.6 Letter received from One Voice Wales enclosing a National Training Programme for Community and Town Councils in Wales. The courses offer three modules in both English and Welsh and at various venues. The cost of each module is £25 for members of One Voice Wales.  
Councillor Mrs S M Cox, the One Voice Wales representative, advised that the courses started last year and were so successful that there was a demand for more to be held. Councillor Mrs S M Cox recommended that councillors should be encouraged to attend and be supported by the Town Council.  
**Resolved** that the fees should be paid for those wishing to attend.  
It was agreed that individual councillors should complete the application form and pass to the Town Clerk.

**Item 16: Publications (All held by the Town Clerk unless otherwise stated).**  
**121/09**

16.1 Clerks & Councils Direct – July Edition.  
16.2 Public Ombudsman Report 2009.  
16.3 The Clerk – July 2009.  
16.4 Severn Estuary Forum – 2009.

**All publications noted.**

**Page nine**

**Item 17: Documents for sealing.**

**122/09**

17.1

Grant of Exclusive Right of Burial for Cremation Plot D15 in the Limes Cemetery purchased by Mr G Evans, 16 Downs View, Aberthin.

17.2

Grant of Exclusive Right of Burial for Grave No. N170 in the Limes Cemetery purchased by Mrs V M Harrison, 15 Westgate, Cowbridge.

**Documents sealed.**

**Item 18: Date and time of next Meeting.**

**123/09**

Tuesday 22<sup>nd</sup> September 2009 at 7.00pm.

Councillor J R Harris

**Mayor**

Date minutes signed.