

Cowbridge with Llanblethian Town Council
Minutes of the Town Council Meeting
held in the Council Chamber, Cowbridge Town Hall,
on Tuesday 20 September 2005 at 7.00pm.

Present: Mayor - Councillor Mrs G Baty
Deputy Mayor - Mrs L Adams,
Councillors: Mrs M Arnold, G A Cox, Mrs S M Cox, W H Evans, J R Harris,
H Ll Morgan, D W Morris, L E Taylor, A Thomas
and Mrs M Y Williams MBE.

In Attendance:

Town Clerk - Mr Andrew Davies
Administrative Assistant - Mrs Jackie Griffin
The Treasurer – Mrs J Tyre
Vale Councillor Mrs C V Clay

Revd Canon Derek Belcher opened the meeting with a prayer.

The Mayor welcomed Councillor Len Taylor to his first Council meeting.

Item 1: **Apologies for Absence.**
104/05 Councillors: R G Jones and A Williams
Inspector Chris Patterson

Item 2: **Declarations of Interest.**
105/05 Councillor G A Cox – All Planning matters and Item 9 – Town Hall Car
Park; item 13.7 (correspondence – kerbside recycling)
Councillor Mrs S M Cox – Item 13.13 (correspondence – Cowbridge
Museum Trust); any matters relating to Cowbridge Charter Trust;
Y Bont Faen Primary School and Valuation Service.

Item 3: **The Treasurer's Report.**
106/05 The Report was presented by the Treasurer, Mrs J Tyre. The Receipts and
Payments Account for the period 1st April 2004 to 31st August 2005 and the
Receipts and Payments Account for the period 1st April to 31 July 2005, and
a statement of bank balances as at 31st August and 31st July 2005 had
previously been circulated.

Balances as at the 31st August 2005.

Current Account:	£ 1,500.00
Investment Gold Account:	£ 48,049.97
Money Market	£ 50,000.00

Total	£ 99,549.97
Less Outstanding Cheques	£ 147.59

	£ 99,402.38

Proposed by Councillor Mrs S M Cox, seconded by Councillor J R Harris
that these reports be accepted and adopted.

Resolved: This report be adopted.

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- Item 4:** **To confirm the minutes of the Town Council Meeting held on 19th July 2005.**
107/05 **Proposed** by Councillor D W Morris, seconded by Councillor H LI Morgan and **Resolved** that the minutes of the Town Council Meeting held on 19th July 2005 was confirmed as a correct record and was duly signed.
- Item 5:** **Matters arising from Town Council Meeting held on 19th July 2005.**
108/05 Councillor Mrs M Arnold referred to Item 13.4 concerning the grass cutting and a request for Steve Sloman to address members on the Vale of Glamorgan Council's grass cutting policy for Cowbridge. The Town Clerk confirmed that he will contact Mr Sloman and request his attendance prior to the Leisure and Amenities Committee meeting on 3rd October 2005.
- Item 6:** **Community Police Matters.**
109/05 Sergeant Kilberg was unable to attend the meeting due to urgent police matters.
- Item 7:** **Road Safety.**
110/05 In the absence of a Police Representative, the following matters were discussed, which it was agreed should be put in writing to Inspector Patterson.
- Traffic congestion in Westgate.
 - Access to Middlegate Court - inconsiderate parking results in problems for delivery vehicles and may also prove impassable for emergency vehicles.
- 7.1 Letter received from the Vale of Glamorgan Council with response from South Wales Police – adjourned to next meeting.
- Item 8:** **Reports**
111/05 **a) Mayor**
Wednesday 20th July - The Mayor and Consort attended a Drinks Party to mark the return of the Battalion from Iraq at The Officers' Mess, RAF St Athan.
Thursday 21st July - The Mayor and Consort attended Cardiff County and the Vale of Glamorgan Youth Orchestra's Anniversary Celebration Concert at Llandaff Cathedral, Cardiff.
Friday 22nd July - The Mayor and Consort attended a fund-raising BBQ for Town Twinning Association at Trebetyn Farm, City
Sunday 24th July - The Mayor and Consort attended Afternoon Tea in The Marquee at Dyffryn Gardens, in support of the chosen charities (Valeplus and Diabetes Resource Centre) of the Mayor of the Vale of Glamorgan Council
Sunday 14th August - The Mayor and Consort attended a Church Service at St Cadoc's Church, Llancafarn followed by a light supper in The Fox and Hounds.
Wednesday 17th August - The Mayor and Consort attended the Vale of Glamorgan Agricultural Show at Fonmon Castle Park. The Mayor was Vice President at the Show.
The Mayor and Consort attended a Reception in the President's Marquee, followed by Luncheon in the Member's Marquee and Afternoon Tea hosted by Councillor Margaret Alexander, The Mayor of The Vale of Glamorgan Council, in the Mayor's Marquee.

Item 8:

Reports

a) Mayor (Continued)

Thursday 18th August - The Mayor and Consort attended a Summer BBQ hosted by the 293 Squadron (Cowbridge) ATC at the Squadron Headquarters.

Sunday 4th September - Councillor J R Harris & Mrs Harris attended an Open Air Concert at Dyffryn Gardens, in aid of the Prince's Trust.

Friday 9th September - Councillor J R Harris attended an Annual Reception at the Officers' Mess, RAF St Athan that included a display by Rolls Royce Heritage Spitfire. The Sunset Ceremony followed the Annual Reception.

Sunday 11th September - The Deputy Mayor attended Barry Town Council's Civic Sunday followed by refreshments in the Bedwas Hall. The Service was preceded by a short service at the Cenotaph.

Friday 16th September - The Mayor attended a trip on the train with Cowbridge Senior Citizens from Llantwit Major to Barry with tea at the Mind Centre, hosted by Jane Hutt AM.

The Mayor and Consort attended the Annual Meeting of 'The Friends of Cowbridge and District Museum' in the Lesser Hall.

Sunday 18th September - The Mayor and Consort attended Penarth Town Council's Civic Service at St Joseph's R.C. Church followed by refreshments in The Paget Rooms, Penarth.

Monday 19th September - The Mayor and Consort attended the Annual Bible Presentation by the Gideons Association held in the Mayor's Parlour at the Civic Offices, Barry.

b) Town Clerk's Report

Dates for your diaries:

Food & Wine Festival: 29/30 October

Remembrance Sunday: 13 November

The Town Clerk thanked Members for their assistance at European Heritage Day on September 10th, which proved to be a great success with 292 visitors to the Town Hall.

Welsh Water – Water supply cut off from 9pm 27th September to 9am 28th September 2005. This will not affect hirers of the Town Hall to any great extent.

Invitation from Llantwit Major Town Council to the opening of a new section of their Cemetery. Members wishing to attend should notify the Town Clerk at the next Committee meetings.

Payment of the accounts to be ratified

Expenses totalling £22,375.10 to be paid.

Proposed by Councillor H Ll Morgan, seconded by Councillor Mrs L Adams that the payments of the accounts be ratified.

Resolved as proposed.

The Mayor asked for thanks to be passed on to Mrs Pamela Robson' Curator of the Museum, for the marvellous exhibition that she arranged for Heritage Day based on the 'Home Front' theme.

**Item 9:
112/05**

Reports of Committees.

a. Leisure & Amenities.

Councillor Mrs M Arnold reported on the meeting held 5th September 2005. Councillor J R Harris referred to Item 6.1 and queried what her concerns were about the Twt Park. Councillor Mrs Arnold advised that this related to general tidiness of the Twt Play Park and particularly the weeds and leaves in the entrance from Southgate.

Councillor G A Cox enquired if the presentation given by the Birch Grove Wood Conservation Group would be put on the committee's agenda for further discussion.

Councillor Mrs Arnold agreed that the matter would be placed on the agenda for consideration.

Proposed by Councillor W H Evans, seconded by Councillor Mrs L Adams, that the report be accepted and adopted.

Resolved as proposed.

Councillor G A Cox left the meeting whilst the planning report was discussed.

b. Planning.

Councillor H Ll Morgan reported on the meetings held on 25th July and 5th September 2005.

25th July – Councillor Morgan highlighted Item 3.1 in respect of the Masons Arms and that work has now commenced.

Proposed by Councillor Mrs S M Cox, seconded by Councillor Mrs L Adams, that the report of the meeting held 25th July 2005 be accepted and adopted.

Resolved as proposed.

5th September – Councillor H Ll Morgan drew members' attention to Items 5.3 and 5.4, the proposed developments at River Walk.

Proposed by Councillor D W Morris, seconded by Councillor Mrs S M Cox, that the report be accepted and adopted.

Resolved as proposed.

Councillor J R Harris enquired as to the result of the case against the proprietor of the Downs Filling Station. The Town Clerk advised that the matter had been dealt with by way of a guilty plea in July when a fine and costs were imposed.

Members agreed that a letter should be sent to the Planning Department at the Vale of Glamorgan Council to enquire whether any further prosecutions are under consideration.

In addition, members queried the extent of the boundary of the Filling Station in order to establish exact ownership of land in that area.

Proposed by Councillor Mrs M Arnold, seconded by Councillor Mrs A Burges, that a letter is sent to the Highways Department at the Vale of Glamorgan Council to establish whether that authority has ownership of any part of the area adjacent to the Filling Station site.

Resolved as proposed.

Item 9: Reports of Committees. (Continued)

c. Finance and General Purposes Committee

Councillor J R Harris reported on the meeting held 6th September 2005 and drew members' attention to Item 4 relating to the lack of footpath at The Limes.

Item 8 relating to the review of Contract and Conditions of Service in relation to the Town Clerk.

Proposed by Councillor Mrs M Y Williams MBE, seconded by Councillor W H Evans, that the report be accepted and adopted.

Resolved as proposed.

d. Town Hall

Councillor W H Evans reported on the meeting held 6th September 2005. Councillor Evans advised members that the new central heating boiler is now functional and is due to be commissioned next week. Two new radiators have been sited in the Lounge.

Councillor Mrs L Adams reported on the attendance at the Film Show on Friday and Saturday and as a result members agreed that the audience, which will use this facility in the Town, is generally an adult one and films should be targeted at that age range.

The Town Clerk confirmed that despite a disappointing response on the Friday evening, the whole event did not run at a loss.

Proposed by Councillor H Ll Morgan, seconded by Councillor Mrs L Adams that the report be accepted and adopted.

Resolved as proposed.

Item 10: Town Hall Car Park.

113/05 Consideration of the Presentation given by Officers from the Vale of Glamorgan Council.

10.1 Letter received from the Vale of Glamorgan Council in respect of Road Traffic Regulation Act 1984 – Proposed Off-Street Parking Places Order, Cowbridge Car Park. The letter is seeking to obtain the views of the Town Council on the proposal to charge at the Car Park to the rear of the Town Hall. This forms part of formal and informal consultation processes currently taking place.

Noted.

Members of the Town Council prior to this meeting have received information from the Vale of Glamorgan Council (meeting with Keith Jones 6th September 2005), a written view point from Cowbridge and Llanblethian Residents Group and a brief presentation from the Chairman of Cowbridge Chamber of Trade, Mr Nick Squire.

In addition, members were circulated with the response of the Town Council in respect of the SWOT (Strengths, Weaknesses, Opportunities, Threats) Analysis for Town Centres in the Vale of Glamorgan.

The proposed Car Parking charges were debated at great length and the following viewpoints raised:-

Item 10: Town Hall Car Park. (Continued)

- Identification from survey statistics that 90 vehicles remain in the car park for a period of 6 hours or more. How accurate is this?
- How will the charging be policed?
- Charges may result in a greater turnover of parking spaces in the Car Park.
- Is the overriding reason for charging to raise funds for the refurbishment of the public toilets and the bus shelter, besides improved security, as it was felt this should be financed from another source.
- The Vale of Glamorgan Council should carry out a comprehensive review and re-visit the issue in Cabinet.
- Visitors could be discouraged from visiting the town due to lack of parking provision.
- Charging policy could force drivers out of the car park and into the surrounding streets.
- Charging could alleviate eventually gridlock in the High Street.
- Residents would be able to park and shop if there were to be a better movement of car parking spaces and many may be willing pay.
- Are all shopkeepers against the charging policy?
- The question of parking in Cowbridge should be addressed globally, rather than concentrating purely on the Town Hall Car Park.
- Is there a financial benefit from the implementation of charging, with the cost of setting up a charging scheme and paying an attendant, against the revenue received?
- Has the decision already been made to charge for parking regardless in any event?
- No scale of charges has yet been agreed.
- Should charging be introduced, would there be any benefit in the first hour being 'free'?
- The goodwill of some traders who offer 'free' parking might well be withdrawn.
- A need for a more coherent plan needs to be considered before any final decision is made and further consultation made.
- Are there going to be any real benefits to the town?

Proposed by Councillor Mrs S M Cox, seconded by Councillor L E Taylor, upon the basis of the plan put forward by the Vale of Glamorgan Council, this Council fails to see any benefit to the Town or its visitors and therefore the Town Council does not support the implementation of charging for car parking at the rear of the Town Hall. However in the event that the Vale of Glamorgan Council does carry out this proposal, the Town Council perceive problems in the Town and strongly request immediate action being taken to:-

- 1) Relieve parking problems in surrounding streets for example Middlegate Court and Druids Green.
- 2) Investigate the possibility of herringbone parking in the High Street.
- 3) Availability of other sites to be used for car parking.

Resolved as proposed.

- Item 11:** **Article 33 Funding.**
114/05 Councillor Mrs L Adams explained to Members the background of why Article 33 Funding was before them for consideration. As the result of an existing project no longer proceeding, a substantial sum might now become available. However, because of extremely tight deadlines, any application for any of the monies that might become available has to be submitted within days. To explore in depth any more than one project is not an option given time constraints. Councillor Mrs Adams circulated to Members the details of a project involving the provision of various map/information boards to be placed at strategic sites in the town. The sites indicated are only suggested ones and are not final and would also depend on permission being given by owners of any land e.g. The Vale of Glamorgan Council, for any part of the highway or Old Hall. The costs involved in the project have been obtained at very short notice but do include supply, artwork and fitting. Any future maintenance of the boards would be the responsibility of this Council. Councillor Mrs Adams reminded members that one of the conditions for an Article 33 grant application is ‘match funding’ to the sum of 20% of the total cost of the project, which in this case would be £2200. Members were reminded that a previous application from the Town Council for Article 33 funding was successful resulting in the provision of four fingerposts in the town. Members discussed the proposal at length and considered it to be a worthwhile project, which will encourage tourism in the town besides benefiting visitors to the town and local residents. **Proposed** by Councillor H Ll Morgan, seconded by Councillor D W Morris that an application is submitted for Article 33 funding to be applied to this project. **Resolved** as proposed.
- Item 12:** **Reports of Representatives.**
115/05
- 12.1** **Cowbridge and Llanblethian United Charities.**
No meeting.
- 12.1(a) Letter received from the Clerk to the Trustees, advising that the term of office in respect of Mrs Janet Williams has expired. The letter confirmed that Mrs Williams would be pleased to continue as a Trustee should she be elected. **Proposed** by Councillor H L Morgan, seconded by Councillor J R Harris that Mrs J Williams be elected to serve a further term. **Resolved** as proposed.
- 12.2** **Evan Jenkins Charity.**
No meeting.
- 12.3** **Cowbridge Institute Charity.**
No meeting.
- 12.4** **One Voice Wales.**
No meeting.
- 12.5** **Conservation Area Advisory Sub-Group.**
A meeting was held in August but was not attended.

- Item 12: Reports of Representatives.(continued)**
- 12.6 Cowbridge and District Museum Trust.**
Councillor Mrs S M Cox advised that the Friends' of the Museum AGM was held on 16th September 2005. The Curator has now been in her post over a year and has made great strides into changing the exhibitions and encouraging visitors into the Museum. Entry fees have been abolished and donations accepted instead and this has proved to be more profitable.
- 12.7 Cowbridge Town Twinning Association.**
No meeting.
Councillor Mrs S M Cox advised that the Chairman of the Clisson Twinning Group will be visiting the Food and Drink Festival in Cowbridge in October.
- 12.8 Joint Liaison Association on Footpaths.**
Councillor Mrs M Arnold advised that at the last meeting the refurbishment of footpaths in the north area of Cowbridge was discussed. Parts of the footpath across the Three Fields have been marked out for refurbishment.
- 12.9 Governing Body of Y Bont Faen Primary School.**
Next meeting 29th September.
- 12.10 Governing Body of Ysgol Iolo Morganwg.**
Councillor Mrs L Adams reported on a meeting held 15th September at which the Chair and Committees were appointed. Items discussed included vandalism over the holiday period and the quality of school meals.
- 12.11 Cowbridge Chamber of Trade.**
No meeting.
- 12.12 Cowbridge in Bloom.**
No meeting.
- 12.13 Rural Vale Police/Community Consultative Group.**
No meeting.
- 12.14 Best Kept Village.**
No representative.
- 12.15 Ystradowen Recreation Ground and Allotments Charity.**
No meeting.
- 12.16 Community Liaison Committee.**
Next meeting 27th September 2005.
- 12.17 Walled Towns Friendship Circle.**
No meeting.
- 12.18 Vale of Glamorgan Buildings Preservation Trust.**
No meeting.
- 12.19 Age Concern 'Good Neighbour Scheme'.**
No meeting.
- 12.20 Vale of Glamorgan Safety Partnership.**
No meeting.

Item 12: Reports of Representatives.(continued)
12.21 Cowbridge Charter Trust.

Councillor Mrs S M Cox advised that the Trust had made a £600 grant to the Museum Trust towards refurbishment of display boards.

Arrangements for the Food and Drink Festival are proceeding and should any members wish to be Stewards please advise.

It is planned to hold a Jazz Festival during the last week of June 2006.

Item 13: Correspondence.
116/05

- 13.1 Letter received from the Welsh Assembly Government enclosing the document entitled 'Our Environment – Our Future – Your Views: A Consultation on an Environment Strategy for Wales'. The document requires a response by 3 October.
It was agreed by all Members that a sub committee is set up and given delegated powers to respond on behalf of the Town Council and that it should comprise of Councillors Mrs S M Cox, L E Taylor and A Thomas. The sub committee will arrange between themselves a mutually convenient time and date to meet and prepare a response.
- 13.2 Letter from Welsh Assembly Government concerning Part III of the Local Government Act 2000 – Review of Model Code of Conduct. The letter acknowledged the views put forward by the Town Council.
Noted.
- 13.3 Two letters received in respect of The Limes Cemetery, both of which complimented the Town Council on the high standard it was kept as well as how it helped persons cope with bereavement.
Noted.
- 13.4 Letter received from the Vale of Glamorgan Council enclosing Valeways Programme 2005 and Proposed Improvement in the Cowbridge North Area
Noted.
- 13.5 Letter from Adjudication Panel for Wales with their Annual Report 2004/5.
Noted.
- 13.6 Letter from Welsh Assembly Government enclosing 'Formal Consultation: Draft National Service Framework (NSF) for Older People in Wales'.
Members agreed that a sub Committee should be formed, with delegated powers, comprising of the following councillors, Mrs M Arnold; Mrs G Baty; Mrs S M Cox & MY. Williams MBE who will consider the documents and formulate a response by the closing date of the consultation period 14 October 2005.
A mutually convenient time and date to meet will be arranged between the Members.
- 13.7 Letter received from the Vale of Glamorgan Council enclosing details of the new arrangements for Weekly Kerbside Recycling. The letter gave details of a service, which is being introduced from 3 October 2005. It will operate on an alternate week collection and will incorporate paper, glass and cans on the green week whilst on a blue week cardboard and plastics will be collected. Each household in the Vale will receive newsletters advising of the change. There will also be posters and press releases.
Noted.

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Item 13: Correspondence.(correspondence)

- 13.8 Letter received Mr Phil Beaman of the Vale of Glamorgan Council in respect of the FAW/UEFA Mini Pitch Project and acknowledging the support given to it by the Town Council.
Noted.
- 13.9 Received from Jamie Grundy, Senior Rural Regeneration Officer a report titled 'Consultative Study on Youth in Rural Areas' commissioned by Creative Rural Communities. Rather than just send the report out, Mr Grundy would like to present it to the Members of the Town Council and answer any question that might arise out of it.
Noted.
Members agreed that an invitation should be given for Mr Grundy to speak before the next Town Council meeting at 6pm on 18 October 2005.
- 13.10 Letter from the Vale of Glamorgan Council enclosing Valeways Programme 2005 and Proposed Improvements in St Hilary Area (details held by the Town Clerk)
Noted.
- 13.11 Letter received from Jeff Alden on behalf of Cowbridge Record Society requesting permission to use of a photograph of the 'Roman Lion', taken in the Council Chamber and a painting of 'The Town Hall', taken in the Mayor's Parlour, in the sixth of a series of books to be published by the Society on the History of Cowbridge and district.
Proposed by Councillor Mrs S M Cox seconded by Councillor G A Cox that permission be granted but that an acknowledgement of the Town Council is made in relation to the photographs in the publication.
Resolved as proposed.
- 13.12 Letter from Welsh Assembly Government giving details of a Meeting of the South Wales West Regional Committee to be held in the Civic Centre, Neath on Friday 14th October 2005 between 9.30am and 12.15 pm. The subject of the meeting will be the arrangements for local government and National Assembly Elections in Wales. This is currently the subject of a review being undertaken the Assembly's Local Government and Public Services Committee.
Noted.
- 13.13 Letter received from Mrs D Fisher, Assistant Curator, Cowbridge Museum Trust in which she outlined proposed improvements to Cowbridge Museum and sought the from the Town Council to carry them out.
The possibility of a substantial grant is being investigated in order to carry out the improvements, which may involve at least one of the cells possibly more. This includes improved lighting and displays as well as repair to the fabric of the cell, which will require specialist work and supervision.. An initial grant application has been submitted for consideration.
Members agreed that any improvements to the museum would be of great benefit and that permission should be given subject to greater detail of the proposals being provided. It was agreed that delegated powers should be given to the Chairman and Vice Chairmen of the Town Hall Committee, Councillors W H Evans and A Thomas to investigate and give permission upon being satisfied on the proposals.

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**** Proposed** by Councillor J R Harris, seconded by Councillor Mrs M Arnold that standing orders be suspended in relation to the 2-hour duration of the meeting.

Resolved as proposed.

- 13.14 Letter received from the Christmas Tree Working Group requesting permission to create a permanent site to erect a fifteen foot high Christmas tree in Holy Cross Churchyard. A plan of the proposal accompanied the letter giving details of the proposals as well as details of the positioning of a 20x12 foot tent, which will be used to serve light refreshments for the three days of the festival.
Some Members raised concerns about what is proposed and it was agreed that their four chairs of Committee meet with members of the Christmas Tree Festival Group to highlight the Town Council concerns and agree a solution.

Item 14: Publications (All held by the Town Clerk)
117/05

- 14.1 Received from One Voice Wales the first of a regular newsletter called 'The Voice' (volume 1 - August 2005).
Noted.

- 14.2 The Clerk – September 2005 publication by the Society of Local Council Clerks.
Noted.

- 14.3 'Tathan' – bi-monthly publication issued by R.A.F. St. Athan September/October 2005 edition..
Noted.

- 14.4 Received from the Vale of Glamorgan Council – Policy Document on School Transport Policies and Procedures.
Noted.

Item 15: Documents for sealing.
118/05

No Documents.

Item 16 Date and time of next Meeting.

119/05 Tuesday 18th October 2005 at 7.00pm.

Councillor Mrs G Baty
Mayor

Date minutes signed.