



**COWBRIDGE (Ancient Borough) with LLANBLETHIAN  
TOWN COUNCIL.**



**NOTICE OF MEETING OF TOWN COUNCIL**

Dated this 14<sup>th</sup> July 2020.

Dear Sir/Madam,

I hereby give you notice that a **Meeting of the Cowbridge with Llanblethian Town Council** will be held via video conferencing on Tuesday 21 July at 6.30pm.

All members of the Council are hereby summoned to attend for the purpose of transacting the following business.

Please submit all apologies in advance to the Clerk

Members of the public are welcome to attend, please contact the Town Clerk in advance of the meeting so that necessary arrangements can be made.

Yours faithfully,

**Ceri P John**  
Town Clerk

on behalf of the Mayor Cllr S Vaughan.

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**AGENDA**

1. **Apologies for Absence.**  
To receive any apologies for absence.
2. **Declarations of Interest.**  
To receive Declarations of Interest. *(Members are reminded of the provisions of paragraph 11 of the Members Code of Conduct and more particularly paragraph 11.1)*
3. **Town and Country Planning Act 1990 as amended**  
**Planning application 2014/01505/OUT**  
**Location: Land at North West Cowbridge**  
Mrs. Charlotte Rain in attendance (Correspondence attached)
4. **To confirm the minutes of the Annual Meeting (Mayor Making) held on 6<sup>th</sup> July 2020 under the Local Authorities (Coronavirus)(Meetings) (Wales) Regulations 2020**
5. **Matters arising from the minutes of the meeting of Council held on 6<sup>th</sup> July 2020**
6. **To consider financial accounts for June 2020 (attached) – Ms S Hookins**
7. **Finance and Governance Committee (update) – Cllr A Trousdell**
8. **Town Hall Committee (update) – Cllr J Andrew**

9. **Leisure and Amenities Committee – Cllr S Vaughan**
  - a) Refurbishment and Reopening of Play Areas
  - b) Wall at Southgate Park
10. **Hire of Limes Shed – Cllr A Trousdell**
11. **Mayoral Report**
12. **Clerks Report**
13. **Grant of Exclusive Right of Burial- The Limes Cemetery, Cowbridge**

M C Olds, 7 Williams Crescent, Barry – F7 (C421)  
D Thomas, 25 Druids Green, Cowbridge N202 (C422)  
JJ Tennant, 22 Millfield Drive, Cowbridge – F8 (C423)
14. **Date and Time of Next Meeting**

Date/Dyddiad: 10 January 2020

Ask for/Gofynwch am: Mrs Charlotte Raine

Telephone/Rhif ffon: (01446) 704662

Your Ref/Eich Cyf:

My Ref/Cyf: P/DC/CLP/2014/01505/S106

e-mail/e-bost: [Planning@valeofglamorgan.gov.uk](mailto:Planning@valeofglamorgan.gov.uk)

The Vale of Glamorgan Council  
Dock Office, Barry Docks, Barry CF63 4RT  
Tel: (01446) 700111

Cyngor Bro Morgannwg  
Swyddfa'r Doc, Dociau'r Barri, Y Barri CF63 4RT  
Ffôn: (01446) 700111

[www.valeofglamorgan.gov.uk](http://www.valeofglamorgan.gov.uk)



Clerk,  
Cowbridge with Llanblethian Town Council  
Email: [c.p.john@cowbridge-tc.gov.uk](mailto:c.p.john@cowbridge-tc.gov.uk)

Dear Ceri,

**Town and Country Planning Act, 1990 (as amended)**  
**Planning Application Reference: 2014/01505/OUT**  
**Location : Land at North West Cowbridge**

I write to you with regards to the above application, and the associated Section 106 Agreement.

This Council will receive Section 106 contributions for Community Facilities and Sustainable Transport in instalments during the construction of the development. I write to provide your Members with the opportunity to highlight any potential opportunities for projects which you think may be appropriate, taking into consideration the terms of the contributions. I have provided an overview of each contribution below:

#### **Community Facilities**

The legal agreement requires the developer to pay £200,000 to provide new community facilities in Cowbridge or enhance existing community facilities i.e. facilities, a park, building or structure, or services, which meet local needs and are publicly available.

#### **Sustainable Transport**

The legal agreement requires the developer to pay £950,000 towards sustainable transport facilities in the vicinity of the site, minus the costs of sustainable transport facilities being provided by the developer (£287,324.43 as agreed with the Council for the footway/cycleway and bus stops provided). Total payable = £662,676 to provide/enhance information, facilities, services or projects which provides or improves access for pedestrians, cyclists, public transport users, motor cycles, taxis or car sharers in the vicinity of the site. For example, improving pedestrian routes between the site and the town centre.

In each case serving the needs of the development. Please note, these figures are index-linked.

The allocation of Section 106 contributions is a Vale of Glamorgan Council decision; however, I welcome any ideas you have so that these can be considered.

If you have any queries, please do not hesitate to contact me directly.

Yours faithfully

**Mrs Charlotte Raine**  
**for Operational Manager Development Management**

**Cowbridge with Llanblethian Town Council.**

**Annual Meeting – Mayor Making**

**Held via Video conference,  
on Monday 6<sup>th</sup> July 2020 at 6.30pm.**

**Item 1:           Outgoing Mayor - Cllr A Trousdell  
Welcomed all present  
Opening prayer (Rev Heather Wedell).**

**Outgoing remarks of the Mayor Cllr A Trousdell**

**The Mayor said that it had a difficult year that had sadly been blighted somewhat with issues relating to the Limes Cemetery, some undesirable and disappointing behaviour via social media which had affected Council and Council Staff, and now the devastating impact of the Coronavirus pandemic.**

**The Mayor went on to say that there had been some positive aspects however, with the installation of the lift, the completed health and safety checks of the Limes Cemetery and he had enjoyed attending a number of Civic Events to include Remembrance Sunday which for the first time had included the commemoration of animals that had contributed and died during the war.**

**To conclude the Mayor thanked the staff for their support throughout his Mayor year in office.**

**Item 2:           To install the Town Mayor for the ensuing year and to receive the Town Mayor's Acceptance of Office**

**The outgoing Mayor Cllr A Trousdell reminded members that at a meeting on 17<sup>th</sup> March 2020 it was proposed and seconded and unanimously Resolved that Cllr S Vaughan would be Mayor for the forthcoming year.**

**The Town Clerk called upon Cllr Sian Vaughan to swear the oath of office**

**Cllr Sian Vaughan made the customary Oath of Allegiance and it was confirmed that the declaration of acceptance of office as Town Mayor would be signed and formally witnessed by the Town Clerk on a date agreeable to The Mayor.**

**Cllr S Vaughan gave heartfelt thanks and expressed her pride in being elected into office for a second time. Mr Robert Vaughan was confirmed as consort**

**Item 3: To appoint the Deputy Mayor for the ensuing year.**

**The Mayor Cllr S Vaughan confirmed that at a meeting on 17<sup>th</sup> March 2020 it was proposed and seconded and unanimously Resolved that Cllr Russell Spencer Down would be appointed as Deputy Mayor.**

**The Mayor Cllr S Vaughan appointed Councillor Mr Russel Spencer Downe as Deputy Mayor for the ensuing year and welcomed him to the post.**

**The Clerk advised the members present that the investing of Robes and Chains of Office would take place at the adjourned Annual General Meeting in September**

**Item 4: Apologies for Absence  
Cllr R Watkins  
Cllr G J Baty**

**Item 5. To adjourn the Annual Meeting to 15<sup>th</sup> September 2020  
The Mayor adjourned the Annual Meeting to Tuesday 15<sup>th</sup> September 2020, 7.00p.m.**

## Cowbridge with Llanblethian Town Council

Prepared by: S HOOKINGS  
*Name and Role (Clerk/RFO etc)*

Date: 8/7/2020

Approved by: [Signature]  
*Name and Role (RFO/Chair of Finance etc)*

Date: 24/7/2020

<b>Bank Reconciliation at 30/06/2020</b>			
	Cash in Hand 01/04/2020		101,921.57
	<b>ADD</b>		
	Receipts 01/04/2020 - 30/06/2020		79,259.27
			181,180.84
	<b>SUBTRACT</b>		
	Payments 01/04/2020 - 30/06/2020		57,188.54
			123,992.30
<b>A</b>	<b>Cash in Hand 30/06/2020</b> (per Cash Book)		<b>123,992.30</b>
	Cash in hand per Bank Statements		
	Cash	30/06/2020	150.00
	Money Market	30/06/2020	60,000.00
	Business Investment Account	30/06/2020	56,160.38
	Current Account	30/06/2020	8,000.00
			<b>124,310.38</b>
	Less unrepresented payments		318.08
			123,992.30
	Plus unrepresented receipts		0.00
			123,992.30
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>123,992.30</b>
<b>A = B Checks out OK</b>			

# Cowbridge with Llanblethian Town Council

## Summary of Receipts and Payments

01/04/20-30/06/20

YTD

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
Administration	212,030	65,383	(146,647)	149,150	33,047	116,103	(30,544)
Christmas	0	12,108	12,108	3,000	7,361	(4,361)	7,747
Civic	0	0	0	9,750	47	9,703	9,703
Grants	0	200	200	4,000	0	4,000	4,200
Leisure and Amenities	11,370	1,485	(9,885)	25,000	4,895	20,105	10,220
Town Hall	29,000	83	(28,917)	36,500	8,942	27,558	(1,359)
<b>SUB TOTAL</b>	<b>252,400</b>	<b>79,259</b>	<b>(173,141) 0</b>	<b>227,400</b>	<b>54,291</b>	<b>173,109</b>	<b>(32)</b>

### Projects

Project-Benches	0	0	0	4,000	0	4,000	4,000
Project-Bins	0	0	0	3,000	0	3,000	3,000
Project-CCTV	0	0	0	2,000	0	2,000	2,000
Project-Community Consultat	0	0	0	1,000	0	1,000	1,000
Project-Lift	0	0	0	0	0	0	0
Project-Projector	0	0	0	500	0	500	500
Project-Signage	0	0	0	1,500	0	1,500	1,500
Project-WIFI	0	0	0	10,000	0	10,000	10,000
<b>SUB TOTAL</b>	<b>0</b>	<b>0</b>	<b>0 0</b>	<b>22,000</b>	<b>0</b>	<b>22,000</b>	<b>22,000</b>

<b>TOTAL</b>	<b>252,400</b>	<b>79,259</b>	<b>(173,141) 0</b>	<b>249,400</b>	<b>54,291</b>	<b>195,109</b>	<b>21,968</b>
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### General Fund

Balance at 31 Mar 2020	113,867.36
ADD Total Income	79,259.27
	<u>193,126.63</u>
DEDUCT Total	54,291.38
	<u>138,835.25</u>
DEDUCT Reserves	0.00
Balance at 30 Jun 2020	<u><u>£138,835.25</u></u>

### Guidance

This variance is actual versus the full year budget.

The Town Hall is still currently closed to hire. Reforecast to follow to reflect Covid 19.



**Cowbridge with Llanblethian Town Council**  
**Uncashed payments/transfers out (All banks)**  
**(Upto 30/06/2020)**

<b>Voucher</b>	<b>Date</b>	<b>Cheque No.</b>	<b>Description</b>	<b>Total</b>	<b>Bank</b>
482	04/03/2020	6351	Electrical Repairs	132.00	Current Account
491	31/03/2020	6361	Electrical Repairs	54.00	Current Account
35904	31/03/2020		Transfer to Cash	132.08	Current Account
			Total-----	<b>318.08</b>	

**Cowbridge with Llanblethian Town Council**  
**Uncashed receipts/transfers in (All banks)**  
**(Upto 30/06/2020)**

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<b>Voucher</b>	<b>Date</b>	<b>Cheque No.</b>	<b>Description</b>	<b>Total</b>	<b>Bank</b>
				<b>Total-----</b>	<b>0.00</b>

# LET'S HELP EACH OTHER TO STAY SAFE



Wear appropriate face covering if required



Please keep your hands clean  
Sanitise or wash them



Give each other room  
Please keep social



Supervise your children carefully



Do not use if you have been diagnosed with or have symptoms of coronavirus



Please social distance when using the benches



No food or drink is permitted in this area



Please dispose of any rubbish sensibly

Please be patient and kind  
We all deserve to play safely



**CONTROL THE VIRUS**



Leicestershire (Leicestershire County Council)  
with Leicestershire Local Enterprise Partnership

PLEASE COMPLETE ALL COMMENTS AND CONTACT ANYONE APPROVED

CLIENT	Leicestershire County Council
PROJECT	Play Area Signs
LOCATION	Leicestershire
DATE	14/07/20
QUANTITY	Leicestershire County Council 1000 Signs
APPROVED BY	
ISSUED	



Aluminium Composite Sign 420mm x 594mm - Portrait  
with Digital Print - Gloss Laminate to face  
Radius Corners  
X5 off