



Be kind



Byddwch yn garedig

COWBRIDGE (ANCIENT BOROUGH) with
LLANBLETHIAN TOWN COUNCIL
CYNGOR TREF
Y BONTFAEN (Bwrdeistref Hynafol) gyda
LLANFLEIDDAN

COWBRIDGE WITH LLANBLETHIAN TOWN COUNCIL

Minutes of the Meeting of the Town Council held on the 18th of January 2022 at 7:00pm in the Cowbridge Town Hall and by Video Conference

PRESENT: Councillor Siân Vaughan (Mayor)
Councillor John Andrew (Deputy Mayor)
Councillor Alec Trousdell
Councillor Gwen Baty
Councillor Andrew Pritchard
Councillor Rhys Watkins
Councillor Heather Weddell
Councillor Beverly Tonkin
Councillor Malcolm Wilson
Councillor Geoff Cox
Councillor Sue Cox

Cathy Kennedy -Town Clerk

PC Stuart Elson
PC Steve Davies

APOLOGIES: Councillor Nicola Thomas (Dispensation)
Councillor Russell Spencer-Downe (Dispensation)
Councillor Geraint Baty
Councillor Marian Arnold

THE MEETING WAS RECORDED

The Mayor called upon Reverend Councillor Weddell to open the meeting with a prayer.
The Mayor welcomed PC Stuart Elson & PC Steve Davies to the meeting.

1	<p><u>APOLOGIES FOR ABSENCE</u></p> <p>a. Automatic apologies were noted from Cllr Nicola Thomas as per unique dispensation arrangement.</p> <p>b. Apologies were noted from Cllrs Geraint Baty, Russell Spencer-Downe and Marian Arnold.</p>
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2	<p><u>DECLARATIONS OF INTEREST</u> There were no personal or prejudicial declarations of interests received in accordance with the Code of Conduct.</p>
3	<p><u>COMMUNITY POLICE MATTERS</u> PC Stuart Elson briefed the meeting on the month's crime statistics. A robust discussion following, focussing on the following matters;</p> <p>a. An email from the Vale of Glamorgan Council was presented to the meeting. The email was in response to the Town Clerks email sent the 23rd of December 2021 on behalf of the Council requesting the disabled bay outside Tesco be moved further down the road. Cllr Vaughan reported that an elderly person had been in touch with the Council to make sure the Council was aware of a nasty incident that took place in the disabled parking bay - crime ref no 2100428414 -081221.</p> <p>b. PC Davies reported that progress had been made in identifying 4 individuals responsible for the recent spate of graffiti. He reported that the place the materials used had been purchased had been identified along with the school attended by the individuals responsible for the graffiti. He went on to say there had been home visits and conversations had taken place with the Head of Cowbridge Comprehensive School. Meetings with the school, youths and their families will continue over the next few weeks. Cllr Vaughan thanked Cllr Pritchard for his work in clearing the graffiti and Cllr Weddell added her thanks for his clearing up broken glass on New Year's Day.</p> <p><u>ACTIONS</u></p> <p>a. PC Elson to respond to the letter from the Vale of Glamorgan Council copying in the Town Clerk.</p> <p>The Town Clerk to respond to the letter from the Vale of Glamorgan Council on behalf of the Town Council.</p>
4	<p><u>MINUTES RESOLVED</u> The minutes of the Town Council meeting held at 7:00pm on the 21st of December 2021 were approved as a true and accurate record of events.</p>
5	<p><u>MATTERS ARISING</u> <u>Matters arising not on the agenda from the meeting held at 7:00pm on the 21st of December 2021.</u></p> <p>a. The Town Clerk reported that she was in the process of compiling a spreadsheet, detailing council owned land, plus land possibly owned by the Council. She also noted that a letter had been received from the Land Registry reporting that due to current work-load, new registrations were deemed low priority.</p> <p>b. The Town Clerk reported that a new Defibrillator was due to be fitted in the archway at the United Free Church. She also noted that she was still waiting to hear if the application for a free Defibrillator under a Welsh Government scheme had been successful.</p>

	<p>c. The Town Clerk informed members that the Vale of Glamorgan Council had been provided details of the Precept required for 2022-23.</p> <p>d. Cllr Vaughan noted that during the meeting held on the 21st of December 2021, Cllr Arnold stated that she would be tendering her resignation and written confirmation would be provided by the next meeting. Cllr Vaughan noted that a letter from Cllr Arnold had not yet been received.</p> <p>e. The Town Clerk informed the meeting of information received from Cowbridge in Bloom regarding the proposed asset transfer.</p> <p><u>ACTION</u></p> <p>e. It was agreed that following an offer from Cowbridge in Bloom (CIB), the Council were content for CIB to prepare a letter of agreement for the handover of all assets.</p>
6	<p><u>PUBLIC QUESTION TIME</u> There were no questions from members of the public arranged 24 hrs in advance of the meeting.</p>
7	<p><u>MAINTENANCE REPORT</u> The maintenance report for December 2021 was received by members.</p>
8	<p><u>REPORTS</u></p> <p><i>a. <u>The Mayors Report</u></i></p> <p><i>Cllr Vaughan presented her report, highlighting the following;</i></p> <ul style="list-style-type: none"> ➤ Hosting of the traditional mayor's drinks and snacks followed the Council Meeting held on the 21st of December 2021 - these were held outside at No 1 Townhall Square. <p><i>a. <u>The Town Clerks Report</u></i></p> <p><i>The Town Clerk highlighted the following;</i></p> <ul style="list-style-type: none"> ➤ The new Town Hall boilers will be fitted during the last week of January 2022. ➤ The aim to arrange for the 2 lower hall roofs to be refurbished by the end of February 2022. <p><u>RESOLVED</u> Members approved the delegation of powers to the Town Clerk and Cllr Wilson (Chair of the Town Hall Committee) to decide which of the 3 Contractors that have already provided quotes would carry out the work. Cllr Gwen Baty expressed her thanks to the Town Clerk and Cllr Wilson for taking on this responsibility.</p>

9	<p><u>THE FINANCIAL REPORT</u> <u>RESOLVED</u> The Financial Report for December 2021 was approved.</p>
10	<p><u>CCTV</u> Cllr Pritchard reported that following the recent graffiti attack on the town, he contacted PC Elson to ask his opinion on investing in CCTV for the town. A robust debate followed regarding the pros and cons of installing CCTV.</p> <p><u>ACTION</u> Cllrs Pritchard and Weddell form a working group, inviting PC Elson along for consultation.</p>
11	<p><u>HEALTH & SAFETY</u> A discussion took place regarding the renewal of an annual contract with Ellis Whittam H&S advisors.</p> <p><u>RESOLVED</u> To manage Health & Safety issues in house, seeking advice as and when required.</p>
12	<p><u>MEMORIAL BENCH</u> An application was received from Mrs J A Jones to purchase a memorial bench and locate it at Southgate Park.</p> <p><u>RESOLVED</u> The application from Mrs J A Jones for a Memorial Bench and located at Southgate Park was approved.</p>
13	<p><u>BYPASS BY ABERTHIN ROAD</u> Cllr Andrew led a discussion regarding antisocial behavior on the Vale of Glamorgan Council owned land beneath the bypass at Aberthin Road.</p> <p><u>ACTION</u> The working party consisting of Cllrs; Andrew, Watkins and Weddell meet with a representative of the Learning and Skills Directorate to ascertain plans for the land.</p>
14	<p><u>COMMUNITY PLAN TRAINING</u> Cllr Wilson stated that the Council needs to think about preparing a Community Plan. A discussion followed regarding the need to engage the community and focus direction for the next 5 years.</p> <p><u>ACTION</u> Councillors to attend the Community Plan training provided by One Voice Wales.</p>
15	<p><u>COMMITTEE RECOMMENDATIONS</u> Due to staff shortages, there were no committee meetings held in January 2022.</p>
16	<p><u>EXTERNAL BODIES/COMMITTEES</u> There were no reports from Members.</p>
17	<p><u>CORRESPONDENCE</u> There were no items of correspondence to report.</p>

18	<p><u>DOCUMENTS FOR SEALING</u> Grant of Exclusive Right of Burials – The Limes Cemetery There were no documents for sealing to note.</p>
19	<p><u>CONFIDENTIAL</u> <u>RESOLVED</u> <i>The following Resolution for Item 20 was approved:</i> By virtue of the Public Bodies (Admission to Meetings) Act 1960, the press and public are excluded from discussion of the full item on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.</p>
20	<p><u>STAFFING MATTERS</u></p> <p>a. The Council were informed of the Resolutions approved at a meeting of the Staffing Committee held at 7:00pm on Tuesday the 4th of January 2022 by Microsoft Teams.</p> <p>The Resolutions approved by the Staffing Committee were in accordance with the decision made by Full Council on the 21st December 2021 – “<i>allowing the Staffing Committee delegated powers to action the disciplinary policy on behalf of the Full Council</i>”.</p> <p>b. Cllr Vaughan asked for volunteers to be on an Appeals Panel if this should be required.</p> <p><u>RESOLVED</u> It was approved that Cllr Vaughan, Cllr Wilson and Cllr Tonkin form an Appeals Panel.</p>
21	<p><u>DATE OF NEXT MEETING</u> Tuesday the 15th of February 2022 at 7:00pm</p>

Cllr Siân Vaughan (Mayor of Cowbridge with Llanblethian Town Council)