



Be kind



Byddwch yn garedig

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

Minutes of the Town Council Meeting held on the 21st of June 2022 at 7:00pm in the Cowbridge Town Hall and remotely by Microsoft Teams.

PRESENT: **Councillors;** John Andrew (Mayor), Malcolm Wilson (Deputy Mayor), Gwen Baty, Alec Trousdell, Heather Weddell, Andrew Pritchard and Beverly Tonkin.

Also, in attendance; **Councillor** Robert Fisher (Vale of Glamorgan).
and Terry Williams, David Breen, Rowena Harbour, Margaret Fletcher,
Peter Carter **and PCSO** Steve Davies **and Cowbridge Nub News** – Jack Wynn.

Town Clerk/Responsible Financial Officer Cathy Kennedy
Deputy Town Clerk Gill Williams.

APOLOGIES: **Councillors;** Geraint Baty, Lianne Brown & Sarah-Jane Marshall.

THE MEETING WAS RECORDED

1. OPENING REMARKS

The Mayor welcomed all attendees to the meeting, including the candidates for cooption to the Council, Councillor Robert Fisher (Vale of Glamorgan), the new Deputy Town Clerk Gill Williams & Jack Wynn from Cowbridge Nub News. He went on to say that the Town Clerk is working through an induction programme with the new Deputy Clerk, however, unprecedented staff sickness had resulted in an increased workload. He requested that councillors be mindful of the challenges faced by the Town Clerk and highlighted that the newly appointed Town Hall Officer would be starting employment on the 4th July. He then reminded councillors that he would like all full council meetings to commence with a period of reflection and handed over to Cllr Beverly Tonkin. Cllr Tonkin opened by reflecting on her recent attendance at the Queen's Platinum Jubilee celebrations. Her salient points were the wonderful atmosphere, and so many people contributing their time and effort to make the event a great success.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Geraint Baty and candidates for cooption, Lianne Brown and Sarah-Jane Marshall.

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. COMMUNITY POLICE MATTERS

PCSO Steve Davies summarised the key points from the monthly crime reports for April and May.

RESOLVED

To send a letter to the Vale of Glamorgan Council requesting the Town Council be informed accordingly, in the event of any CCTV being removed or put in place in the area of Cowbridge with Llanblethian.

5. MINUTES

The minutes from the meeting of the Annual General Meeting/Full Council meeting held on the 18th May 2022 were approved as a true and accurate record.

6. MATTERS ARISING

There were no matters arising.

7. COOPTIONS

RESOLVED

By an absolute majority of votes the following candidates were coopted to represent the following wards for Cowbridge with Llanblethian Town Council.

Terry Williams for Llanblethian East

David Breen for Llanblethian East

Sarah-Jane Marshall for Llanblethian East

Rowena Harbour for Llanblethian West

Lianne Brown for Cowbridge

Margaret Fletcher for Cowbridge

Peter Carter for Cowbridge

8. PUBLIC QUESTION TIME

There were no questions from members of the public.

9. VALE COUNCILLOR REPORT

Cllr Robert Fisher thanked Cowbridge with Llanblethian Town Council for the invite and confirmed that the three Vale of Glamorgan Councillors would alternate their attendance at the meetings. ***Cllr Fisher highlighted the following matters;***

- a. Following planned maintenance works on the roof at Y Bont Faen Primary School, unprecedented complications had resulted in children having to be educated at various venues such as Cowbridge Town Hall and Rhoose Point Primary, with some working from home for a period of two weeks. Following several public meetings and consultations with parents and governors, emergency repairs on the roof took place during the half term week and children were able to return to the school building on the 7th June. He also confirmed that final repairs are planned for the summer holidays.
- b. He and the other VoG councillors had been contacted by several residents regarding the speed of traffic through town. He said there were imminent plans to reduce the speed limit in all urban areas in Wales, and indeed Cowbridge to 20mph. These speed limits would be enforced by the local Police force.
- c. On the 13th June a resident contacted Cowbridge with Llanblethian Town Council identifying disrepair of the boardwalk at the rear of Cowbridge Comprehensive School. This email was forwarded to the Vale of Glamorgan Councillors. The Councillors in turn contacted the Assistant Rights of Way Officer, who responded to say that a monthly inspection regime had been initiated. Since the reporting of the failed decking, twenty meters of failed decking had been replaced, and the need to replace handrails had been identified. The work to replace the handrails was planned for the previous week but he had not had time to check if this had been completed.
- d. The matter of recent inconsistency of green bag collections was raised. The issues had been caused by a nationwide shortage of drivers and the Council have increased drivers' salaries to help to mitigate the issues. He reported that the issues should be resolved within the next ten days.

10. THE MAYORS REPORT

The mayor drew attention to a date error in his report, where it stated the 4th of July for the drop in coffee morning and should have been the 4th of June. The report was noted and there were no questions from members.

11. THE TOWN CLERKS REPORT

The Town Clerk summarised her report. Cllr Trousdell and Cllr Gwen Baty thanked the staff for their hard work during a busy period, exacerbated by staff shortages. Cllr Weddell requested it be noted that Cllr Trousdell had been in regular attendance at the Town Hall supporting the staff with day-to-day activities. Cllr Andrew agreed with the comments and the Town Clerk commented that she had received several references to Cllr Trousdell as 'that helpful gentleman'.

12. EXTERNAL BODIES/COMMITTEES REPORTS

The following representatives were confirmed:

One Voice Wales – Alec Trousdell plus one more representative required.

Cowbridge Town Twinning – The Mayor as Honorary President, Heather Weddell, Gwen Baty and Terry Williams confirmed as representatives.

Cowbridge Chamber of Trade – John Andrew plus one more representative required.

Community Liaison Committee John Andrew and Alec Trousdell.

The Vale of Glamorgan Destination Management – Geraint Baty, plus one more representative required.

The Local Access Group – Beverly Tonkin.

The following members were confirmed:

Cowbridge Charter Trust – Members; John Andrew & Beverly Tonkin.

Llanblethian Community Group – Gwen Baty

Dementia Friendly – Heather Weddell and Terry Williams.

13. ANNUAL RETURN

RESOLVED

The Annual Return for 2021/22 was approved.

14. FINANCIAL REPORT

The Financial Report for May was approved.

15. PLANNING

The below planning applications were discussed and the following actions agreed;

a. Planning Application No. 2022/00534/FUL (GW)

Location: **2, Maes Lloi, Aberthin**

Proposal: Proposed side extension to provide new main entrance and utility room. Minor alterations to elevations for previous planning permission granted

[Vale of Glamorgan Council \(planning-register.co.uk\)](http://planning-register.co.uk)

No objection.

b. Planning Application No. 2022/00502/FUL (HW)

Location: **Pantwilkin Stables, Llanquian Road, Aberthin**

Proposal: Agricultural building for sheep, fodder, farm machinery and equipment

[Vale of Glamorgan Council \(planning-register.co.uk\)](http://planning-register.co.uk)

It was agreed to write to the Vale of Glamorgan Council planning and highways and licensing department noting that there appear to be currently 4 enforcement cases relating to Pant Wilkin stables under investigation: ENF/2022/0138/PC, ENF/2022/0028/PC, ENF/2022/0347/PC and ENF/2022/0289/PC stating that no new planning applications and licensing applications should be approved until such time as these enforcement cases have been resolved.

c. Planning Application No. 2022/00551/LEG (HW)

Location: **Pantwilkin Stables, Llanquian Road, Aberthin**

Proposal: Revoke the Section 106 Agreement attached to planning permission 2012/01152/FUL (Dwelling house with treatment plant drainage and access, in connection with racing stables), with the effect of removing the requirement for the beneficial ownership of the house to be tied to the ownership of the remainder of Pantwilkin Stables.

[Vale of Glamorgan Council \(planning-register.co.uk\)](http://planning-register.co.uk)

Object to changes to conditions related to the original planning application which will have been Imposed for good reason.

d. Planning Application No. 2022/00578/FUL (SDB)

Location: **Westmoor Barn, Primrose Hill, Cowbridge**

Proposal: Single storey rear extension and redevelopment of the ground floor allowing the creation of a downstairs bathroom with independant access

[Vale of Glamorgan Council \(planning-register.co.uk\)](http://planning-register.co.uk)

No objection.

e. Planning Application No. 2022/00540/FUL (HW) Location: **Llwynhelig House, Llwynhelig, Cowbridge**

Proposal: Retrospective application for the part conversion and extension of an existing garage/workshop to create tourist accommodation, the siting of a former railway carriageway for tourist accommodation, a log store, a hot tub enclosure, the change of use of agricultural land to land within the curtilage and associated works

[Vale of Glamorgan Council \(planning-register.co.uk\)](http://planning-register.co.uk)

No objection but it is disappointing that this is yet another retrospective application. Is it possible to impose penalties or disincentives for retrospective applications such as doubling the application fee? Also concerns about access for emergency vehicles.

f. Town and Country Planning Act, 1990 (as amended)

Planning Application No. 2022/00625/FUL (TSE)

Location: **6, Borough Close, Cowbridge**

Proposal: Wrap around rear and side extension, rear patio and widening of existing vehicular access.

[Vale of Glamorgan Council \(planning-register.co.uk\)](http://planning-register.co.uk)

No objection.

g. Town and Country Planning Act, 1990 (as amended)

Planning Application No. 2022/00415/FUL (TSE)

Location: **9, Dunraven Close, Cowbridge**

Proposal: Ground floor rear extension

[Vale of Glamorgan Council \(planning-register.co.uk\)](http://planning-register.co.uk)

No objection.

16. COMMITTEE RECOMMENDATIONS

Finance & Governance

RESOLVED

To approve the recommendations from the meeting held on Tuesday the 7th of June 2022.

Town Hall

RESOLVED

To approve the recommendations from the meeting held on Tuesday the 7th of June 2022, pending the following addition.

- a. Cllr Wilson to write to the Chief Executive of the Vale of Glamorgan Council stating the council's disappointment in the delayed approval of the application for Listed Building Consent to replace the Lesser Hall and Mayors Parlour roofs with Spanish Slate.

17. CORRESPONDENCE

The following item of correspondence was noted;

- a. Thanks, from the Chair of Governors Y Bont Faen Primary School for the Council's support in providing emergency classrooms for 60 children during issues with the school roof.

18. CERTIFICATES OF LONG SERVICE

RESOLVED

To present certificates of long service to retired councillors with a minimum of 25 years service. The certificates will be presented at the Mayors Coffee Morning to be held on Saturday the 2nd of July 2022.

19. CODE OF CONDUCT

The mayor outlined the principles of the **Councillor Code of Conduct** and urged all members to sign up for training, including the longer-term members who may have attended training in the past. He also noted that section 67 of the Local Government Elections Wales Act 2021 places a Duty on councils to prepare a training plan for members and officers. The mayor asked the council to take particular notice of three salient points.

- a. The role of the Town Clerk is such that individual councillors may not instruct the Town Clerk. The Town Clerk acts on behalf of the council as a corporate body and acts upon Resolutions approved at meetings of the Council.
- b. When dealing with outside bodies, members must distinguish if they are acting as a councillor or as an individual. If they are acting as a councillor they are bound by the code of conduct. Members must only act on behalf of the council if they have been instructed to do so by a Resolution approved at a meeting of the Council.
- c. Declarations of interest are a matter for individual councillors to decide. If members are unsure on whether they should declare an interest, they may ask the Town Clerk for guidance, preferably in advance of meetings.

20. QUEENS PLATINUM JUBILEE

A certificate provided by Bruno Peek, Pageantmaster for the councils' contribution to the Queen's Platinum Jubilee celebrations was noted. It was also noted that feedback received regarding the councils' beacon was that it was rather small and this would be reviewed for future events. Cllr Gwen Baty noted that the Llanblethian residents held a very successful Jubilee event and were grateful for the Town councils' support.

21. DATE OF NEXT MEETING

The meeting ended at 8.30pm. The next meeting of the council will be held on Tuesday the 19th of July 2022.