



Be kind



Byddwch yn garedig

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

Minutes of the Leisure & Amenities Committee meeting held in the Council Chamber and remotely on Tuesday the 5th of July 2022 at 7.00pm.

PRESENT:

Council Chamber;

Cllr. Heather Weddell (Deputy Chair of the Committee)

Cllr. John Andrew

Cllr. Alec Trousdell

Cllr. Andrew Pritchard

Cllr. Sarah-Jane Marshall

Cllr. Peter Carter

Town Clerk Cathy Kennedy

Microsoft Teams: Cllr. Beverly Tonkin (Chair of the Committee).

THE MEETING WAS RECORDED

Committee Members: Cllr. Beverly Tonkin (Chair of the Committee), Cllr. Heather Weddell (Deputy Chair of the Committee) The Mayor Cllr. John Andrew, Cllr. Malcolm Wilson (Deputy Mayor of the Council), Cllr. Alec Trousdell, Cllr. Terry Williams, Cllr. Rowena Harbour, Cllr. Andrew Pritchard, Cllr. Peter Carter and Cllr. Sarah-Jane Marshall.

1. ELECT A CHAIR

RESOLVED

Cllr. Tonkin was elected as Chair of the Committee for the ensuing year.

2. ELECT A DEPUTY CHAIR

RESOLVED

Cllr. Weddell was elected as Deputy Chair of the Committee for the ensuing year.

3. APOLOGIES FOR ABSENCE

Apologies were noted from Cllr. Wilson, Cllr. Williams and Cllr. Harbour.

4. DECLARATIONS OF INTEREST

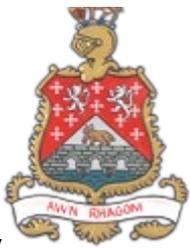
Cllr. Andrew declared a personal interest in item 12, with regards to a meeting he attended with a local resident, who is a friend of his family.

5. TERMS OF REFERENCE

Cllr Trousdell suggested that as 'biodiversity' is one of the Welsh Government's eight priority areas, for example, the report 'the State of Nature 2019' which indicated that **17% of species in Wales are at risk of extinction**, that this be added to the terms of reference. Cllr Andrew agreed and proposed it be added as a separate clause.

RESOLVED

The terms of reference were approved subject to the inclusion of 'biodiversity regulations and reporting'.



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6. MINUTES

RESOLVED

The minutes of the meeting held on Monday the 4th of April, 2022 were approved as a true and accurate record.

7. MATTERS ARISING

There were no matters arising from the minutes of the meeting held on Monday the 4th of April 2022.

8. THE FINANCIAL REPORT

Cllr. Trousdell noted that the asset transfer of £2,530, plus items such as the bowser and planters from ‘Cowbridge in Bloom’ was now complete.

RESOLVED

The Financial Report ending 31st of May 2022 was approved.

9. MEMORIAL BENCH CHARGES AND LOCATIONS

- a. The Town Clerk advised that the standard charge of £810 for memorial benches be reconsidered to account for supplier/contractor price increases and the cost of commissioning hard stands and fitting. A discussion took place around purchase and fitting cost, plus ongoing maintenance, along with other options, for example, shared memorial benches with multiple plaques, memorial trees and memorial planters.
- b. A discussion took place regarding the benches not currently under the care of the town council, with the possibility of considering an asset transfer from the Vale of Glamorgan council.

RECOMMENDED

- a. The Town Clerk review and advise the current agreement, taking into costs and the forecasted lifetime of the benches.
- b. Cllr. Trousdell to carry out a count of existing benches.

10. TREE SURVEY

Cllr. Tonkin informed the meeting that along with the former councillor and mayor Siân Vaughan she attended a meeting on site at Southgate and Twt Parks with ESA Tree Care Wales. Following the meeting, Siân prepared a report for council outlining the discussions that took place. Salient points include public health problems, for example, dangerous branches, removal of deadwood and aesthetic improvements.

The Town Clerk advised that as the quote was less than £3,000, in line with the Council’s Financial Regulations it would not be necessary on this occasion to obtain quotes from three separate contractors. Cllr. Tonkin suggested possible funding for planting of new trees be investigated.

RECOMMENDED

- a. The Town Clerk and Cllr Tonkin meet on site at Southgate and Twt Parks to confirm the accuracy of the quote, with a view to contracting ESA Tree Care Wales.
- b. Cllr Tonkin research the availability of grant funding for the purpose of replanting trees.



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v

11. TWT PARK

The monthly playground report was noted by members with no major issues reported.

12. LLANBLETHIAN PLAYING FIELD

- a. The monthly playground report was noted by members with no major issues reported.
- b. Cllr Andrew briefed members on details of a meeting he attended with a resident adjacent to the fields regarding the matter of people taking their dogs on the fields, despite 'no dogs allowed' signage, being clearly displayed.
- c. Cllr Andrew said the resident had also raised the subject of the hedge between her back fence and the fields. The Town Clerk reported that the hedges were pruned last year and would be pruned late September when bird nesting season had ended.

RECOMMENDED

Members agreed that current signage prohibiting dogs on the playing fields was sufficient.

13. SOUTHGATE PARK

The Town Clerk informed members that two new memorial benches had been installed, with one vacant space remaining. She went on to say that a member of the public had expressed an interest in purchasing a memorial bench for the vacant space, however, she was of the understanding that the space was utilised regularly by people in wheelchairs. Cllr Marshall responded that she lives in close proximity to the park and that the space was indeed utilised daily by wheelchair users.

RECOMMENDED

To keep the vacant space free for wheelchairs and mark as 'reserved for wheel-chairs'.

14. LIMES CEMETERY

The Town Clerk informed members that two new hard standings had been installed, and following the October memorial bench costing review, these would be made available to members of the public for the location of new memorial benches.

15. THE LIMES SHED

It was noted that the matter of the now vacant Limes Shed would be discussed at the October committee meeting.

RESOLVED

Due to time constraints, this item would be moved to the next committee meeting scheduled for October.

16. WAITROSE CAR PARK

It was noted that Cllr Andrew, Cllr Tonkin and Cllr Trousdell met with the manager of Waitrose on the 28th April 2022, to discuss matters concerning litter and flooding.

RECOMMENDED

Cllr. Andrew to arrange a follow up meeting.

17. DATE OF NEXT MEETING

The next meeting is scheduled for Tuesday the 4th of October 2022.