

Meeting of:	<b>Democratic Services Committee</b>
Date of Meeting:	<b>Monday, 02 March 2026</b>
Relevant Scrutiny Committee:	All Scrutiny Committees
Report Title:	Amendments to the Council's Approach to Information to Support Decision Making and Governance Arrangements.
Purpose of Report:	To consult with the Committee on the proposed approach to be undertaken moving forward.
Report Owner:	James Langridge-Thomas, Head of Democratic Services.
Responsible Officer:	James Langridge-Thomas, Head of Democratic Services.
Elected Member and Officer Consultation:	All Elected Members will be circulated a copy of this report. A range of officers from across the Council have been consulted during the design of the Committee Report template.
Policy Framework:	This is a matter of local choice.
<p>Executive Summary:</p> <ul style="list-style-type: none"> <li>• A core part of how the Council demonstrates good governance is through how it presents information related to the decisions it makes. This starts at the production of a report used to formulate an agenda, with the overall Committee report template being central to form the rationale for the Council's decision-making process, and subsequent Decision Notice and Minute documents. The Council's post meeting documents identify how the Council's political functions have managed to reach a decision.</li> <li>• Following the Local Government and Elections (Wales) Act 2021, the Council made the decision to introduce Decision Notices and significantly exceed the requirements of the Act by streaming a range of statutory and non-statutory Committees via YouTube, with the meetings retained and available to view in line with the Council's retention policy. Whilst these were introduced as additional and necessary responsibilities, there was limited consideration of how these sat within other functions to maximise their efficiencies.</li> <li>• Additionally, streaming via YouTube is the primary means people now prefer and utilise to understand what has happened at a meeting, as opposed to traditional written minutes. Where streaming of Council meetings does not exist, i.e. a verbatim recording of events was not available, non-verbatim written minutes would be undertaken, as they would be through the existing arrangements.</li> </ul>	

- A desktop comparison exercise has been undertaken comparing the Vale of Glamorgan Council to other Welsh Local Authorities (Appendix A), which demonstrate a variety of approaches to minutes due to the nature of local choice arrangements, and this has been used to inform the proposed example templates included in Appendices H - L.
- Alongside the minute comparison exercise, there is also an opportunity to review the Council's Committee Report and Agenda Templates, with draft examples available at Appendices C - G. These are due for review following feedback from officers and a need to ensure decisions are aligned to core policy aims, such as the Council's Corporate Plan, Vale 2030.

## **Recommendations**

1. T H A T the Committee Report Template (Appendix B) be agreed and introduced in the 2026/27 Municipal year for all meetings of the Council.
2. T H A T the revisions to the Council's Agenda Template (Appendices E and F) be agreed and introduced in the 2026/27 Municipal year for all meetings of the Council.
3. T H A T the minutes styles (Appendices G – K) be adopted in the 2026/27 Municipal year for all meetings of the Council that are livestreamed and available to watch verbatim on demand.

## **Reasons for Recommendations**

1. To allow for the Committee Report Template to be updated and available to all Council Staff, to reflect the Council's latest policy framework and new Corporate Plan, Vale 2030.
2. To improve accessibility to the Council's decision-making processes.
3. To allow the Council to undertake a new approach to minute production aligned with the Council's Corporate Objectives, Digital Strategy, Advancements in Technology and Expectations of the General Public.

## **1. Background**

**1.0** There are a range of statutory legislations that need to be considered around the publication of information to support the Council's decision making function including, but not limited to:

- Statutory and Non-Statutory Guidance for Principal Councils in Wales – supporting provisions within the Local Government Act 2000, the Local Government (Wales) Measure 2011, and the Local Government and Election (Wales) Act 2021.
- The Local Authorities (Executive Arrangements) (Decisions, Documents and Meetings) (Wales) (Amendment) Regulations 2021.
- Local Government and Election (Wales) Act 2021
- Local Government (Wales) Measure 2011.
- Local Authorities (Executive Arrangements) (Decisions, Documents and Meetings) (Wales) Regulations 2001.
- Local Government Act 2000.
- Local Government Act 1972 - Section 100.

**1.1** Standard 41 of the Welsh Language Standards indicates that "If a body produces the following documents, it must ensure that they are produced in Welsh:  
- Agendas, minutes and other papers that are available to the public, which

relate to management board or cabinet meetings, and  
- Agendas, minutes and other papers for meetings, conferences or seminars that are open to the public.”

The Welsh Language Commissioner’s Office have been consulted about the proposed changes and expressed no concerns as long as the Council ensured it did not treat the Welsh Language less favourably.

- 1.2** Within the Council’s Constitution, Section 4.32 details the Council’s existing arrangements in line with its Multi-Location Meetings Policy, on the publication of agendas, including details of time/date, late items, confidential items and general meeting arrangements, in compliance with Section 47 of the Local Government and Elections (Wales) Act 2021.
- 1.3** Section 15 of the Council’s Constitution sets out the Council’s Access to Information Procedure Rules, with Section 15.7 detailing “The Council will make available either electronic or hard copies of the following for a period of six years after the date of a meeting:
  - (a) the minutes of the meeting, broadcasts of the meeting or record of decisions taken by the Cabinet, Council or Committees, excluding any part of the minutes of proceedings when the meeting was not open to the public because exempt or confidential information was being considered,
  - (b) a summary of any proceedings that were not open to the public, where the minutes open to inspection would not provide a reasonably fair and coherent record,
  - (c) the agenda for the meeting, and
  - (d) reports relating to items when the meeting was open to the public.
- 1.4** The local choice arrangements for the existing form of producing reports, agendas, decision notices, and minutes have been in place for a number of years and have not been reviewed through the lens of ensuring they are:
  - a) available in the most time efficient way,
  - b) easily accessible via the most desired method for the target audience, and
  - c) in an easy format for the target audience to understand how and what decisions are being made.
- 1.5** The Council has a Multi-Location Meeting policy, as required by the Local Government and Election (Wales) Act 2021, and holds its meetings on a mixture of in-person, remote and hybrid basis, with meetings streamed via YouTube and stored on the respective YouTube playlists for six years, in line with the Council’s Retention Schedule.
- 1.6** Generally, there is a channel shift amongst residents, with approximately 80% accessing information such as the Council’s website through a mobile device instead of a traditional PC, which is the means to which the current templates have been designed to accommodate.
- 1.7** To ensure the Council’s documents are accessible to the widest possible audience, the proposed templates follow the Council’s Brilliant Basics Tone of

Voice Guidance, using clear language, shorter sentences and familiar wording to support readability.

- 1.8** At the previous meeting of the Democratic Services Committee on the 17<sup>th</sup> of November 2025, a summary of the proposed changes to the Committee Report Template and Minutes template were presented as part of the item relating to 21<sup>st</sup> Century Democratic Services. Members did not provide comment on the specifics of these proposals at that time, apart from the inclusion of hyperlinks within reference documents to improve ease of access (which has already been implemented in current practice).
- 1.9** As part of the Council's Corporate Plan, Vale 2030, there is now an objective surrounding "Being the Best Council We Can Be," with the proposals within this report supporting a number of actions identified to support the delivery of this objective, including:
- Improve accountability and transparency by sharing more information about how decisions are made and scrutinised, priorities set, and budgets determined, and
  - Use digital technology more innovatively to improve services whilst ensuring that services are accessible to everyone.
- 1.10** The proposed changes are supported by a number of areas within the Council's Digital strategy such as:
- Creating accessible, inclusive and sustainable digital services for residents,
  - Developing a digital culture, where digital is seen as a key enabler of all services in the organisation, and
  - Investing in and harnessing data insights to inform and improve decision-making.
- 1.11** Additionally, these proposals support the recommendation identified during the Council's Performance Panel Assessment, undertaken in November 2024, that the Council should consider "Reviewing and revising the cycle of formal democratic meetings and formal reporting requirements."
- 1.12** As part of the Council's Brilliant Basics programmes, there is a Council wide initiative to improve its tone of voice in improving communication with residents and wider stakeholders, which has an emphasis upon "expressing messages simply" and "avoiding jargon and technical terminology." The proposed changes have been designed with these principles in mind to try and demystify some of the perceptions surrounding the Council's decision-making processes.

## **2. Key Issues for Consideration**

- 2.1** Due to the nature of these items being local choice arrangements, a comparative exercise has been undertaken with all other Welsh Local Authorities who are subjected to the same legislation to inform potential developments, which is available in Appendix A.

## **Committee Reports**

- 2.2** The primary legislation governing pre-meeting documents is the Local Government Act 1972. These provisions have been updated and supplemented by the Local Authorities (Executive Arrangements) (Decisions, Documents and Meetings) (Wales) Regulations 2001, as amended by the Local Authorities (Executive Arrangements) (Decisions, Documents and Meetings) (Wales) (Amendment) Regulations 2021 to reflect modern requirements such as electronic publication and remote meetings.
- 2.3** The Council must publish notice of any meeting, together with the agenda and accompanying reports, at least three clear days before the meeting or, where the meeting is convened at shorter notice, at the time it is convened. Notices must be published electronically in accordance with section 100A of the Local Government Act 1972 as amended by Schedule 4 to the Local Government and Elections (Wales) Act 2021, and must include the time, place or remote access arrangements, and whether the meeting is open to the public. For executive meetings, the Local Authorities (Executive Arrangements) (Decisions, Documents and Meetings) (Wales) Regulations 2001, as amended by the 2021 Regulations, require the agenda, related reports, and background papers to be published on the Council's website unless it is not reasonably practicable to do so. Agendas and reports must be made available for public inspection except where they contain confidential or exempt information as defined in Schedule 12A to the Local Government Act 1972.
- 2.4** Alongside these core legislative requirements, Committee reports also act as a vehicle for the Council to demonstrate it is meeting a range of other legislation such as Equality Act 2010 and Well-being of Future Generation (Wales) Act 2025.
- 2.5** The Council's current corporate report templates and guidance are available to all staff via StaffNet. These were last introduced in February 2019. They act as the basis for the Council to undertake decisions, and there is frequent feedback from officers surrounding the usability of the existing templates.
- 2.6** It is hoped that the proposed template will better articulate the Council's decision-making processes through simplifying its language and better framing some of the core elements to include accessibility and also reflects the Council's new identity, aligning to Vale 2030 Corporate branding.
- 2.7** Revisions to the template include:
- a substantial redesign compared with the existing template. The new model is more structured, question-led, and designed to improve clarity, accountability, and statutory compliance.
  - The older template uses free-text fields (e.g., Report Owner, Responsible Officer, Policy Framework) whereas the proposed template introduces a header table with standardised fields including Item Type, Portfolio Holder, Lead Officer, and Urgent Decision Procedure.

- The long-form narrative sections in the older template are replaced by direct questions, encouraging concise responses and improving readability.
- Introduction of a structured table linking each recommendation with its rationale, improving auditability.
- A new section to prompt authors to explain how evidence and views have informed the report.
- Introduction of a dedicated Next Steps section that is not found in the older template.
- Separation of Vale 2030 and Reshaping content from the Five Ways of Working, making alignment clearer.
- Resources are broken down into Finance, Workforce, and Legal, with explicit prompts for statutory officer comments and EQIA status.
- A new Key Contacts table to prompt authors to identify the Lead Officer and Democratic Services Officer, and
- Distinguishing Appendices from Background Documents, improving clarity and traceability.

**2.8** Due to the nature of local government decision making, and its deliberative nature where a report may venture to several Committees before approval, it will not be possible to have a sudden clean transition from the existing template to a new template. Therefore, it is anticipated that the existing template will be gradually phased out during the course of the 2026-27 Municipal year.

**2.9** In order to ensure all stakeholders are aware of the change (if agreed), there will be a series of communication activities highlighting changes and why, alongside supporting guidance and training materials to support completion, with particular attention given to the various report co-ordinators across the organisation.

### **Agendas**

**2.10** The Council's current agenda template is shown in Appendices C and D, which are different for Full Council and other Committee meetings, with revised versions set out in Appendices E and F for proposed implementation from the start of the 2026–27 Municipal year.

**2.11** Whilst largely unchanged in terms of formal content, the proposed template has been updated for a number of reasons including:

- Incorporating of new Council branding associated with Vale 2030,
- Simplification of agenda formatting to improve document accessibility for users of mobile devices and screen readers, and

- Revision of language to reduce legal and technical jargon.

### **Minutes and Decision Notices**

- 2.12** The primary legislation governing post-meeting documents is the Local Government Act 1972. These requirements are supplemented by the Local Authorities (Executive Arrangements) (Decisions, Documents and Meetings) (Wales) Regulations 2001, as amended by the Local Authorities (Executive Arrangements) (Decisions, Documents and Meetings) (Wales) (Amendment) Regulations 2021, which modernise provisions relating to electronic publication, remote meeting arrangements and public access to executive decision documentation.
- 2.13** Schedule 4, Part 1 of the Local Government and Elections Wales Act 2021 deals with Notice of Local Authority Meetings and Access to Documents. Section 8 (1C) states:  
“As soon as reasonably practicable after a meeting of a principal council in Wales, and in any event before the end of seven working days beginning with the day on which the meeting is held, the council must publish electronically a note setting out:  
(a) the names of the members who attended the meeting, and any apologies for absence,  
(b) any declarations of interest, and  
(c) any decision taken at the meeting, including the outcomes of any votes, but excluding anything relating to a decision taken when the meeting was not open to the public as discloses exempt information.”
- 2.14** The Council is compliant with its legislative duties and currently operates a system of producing a Decision Notice within 7 working days of a meeting, which details:  
  - Meeting date, time and venue,
  - Attendance and apologies,
  - Declarations of interest,
  - Details of any decisions made, and
  - Outcome of any votes.
- 2.15** The 7 working day deadline includes the day of the meeting itself. Given that the majority of Council meetings take place in the evening, this reduces the production timeframe for officers to 6 working days.
- 2.16** Alongside Decision Notices, the Council also produces a formal Minute document which details all of the decision notice content, plus additional detail surrounding items, and a long form summary of any associated debate. These are ideally published within 10 working days of the meeting taking place but are sometimes delayed due to competing demands within the Democratic Services Team and the time-consuming nature of production.
- 2.17** The separate Decision Notice and Minute documents are produced by the same Lead Democratic and Scrutiny Services Officer supporting the meeting and then agreed with the respective Committee Chair ahead of publication. These

documents, but more so the Minutes, can often take a significant amount of time if there is several agenda items or high volume of debate.

- 2.18** Both documents are translated into Welsh and published on the Council's website. The approximate cost of translation for minutes is £5k per quarter.
- 2.19** When a meeting has fewer agenda items and it is timely to do so, the Democratic and Scrutiny Services Officer will endeavour to produce a joint Decision Notice and Minute document within the 6 day decision notice timeframe.
- 2.20** To try and improve on the efficiency of producing and publishing post meeting documents, it is proposed that Decision Notices and Minute documents are formally merged, and that the templates in Appendix G-J are adopted to commence for meetings being held in the 2026-27 Municipal year. The potential efficiencies include, but are not limited to:
- Improvement in timescales for the publication of minutes,
  - Improvement in end user accessibility, and
  - Reduced translation costs in translating documents.

### **Meeting Recordings**

- 2.21** The proposed minute template includes the already established sections of the decision notice, with the inclusion of a descriptor of the agenda item and hyperlink to YouTube to signpost viewers to the verbatim debate and transcript of the meeting. This approach has already been adopted in several Welsh Local Authorities including Newport and Monmouthshire.
- 2.22** The recording of the meeting is now the primary means for which people engage with understanding how a decision has been formed, with long form minutes having significantly less viewers. An overview of meeting viewers via YouTube is available in Appendix L.
- 2.23** Where there are situations where a meeting is not recorded or visible via the Council's YouTube channel (such as technical challenges), the supporting Democratic Services and Scrutiny Officer will revert to the existing approach for producing written minutes.
- 2.24** Whilst meetings of Council are currently only broadcast through the medium of English, the Council is currently exploring dual streaming functionality with its meeting solution provider, VP-AV, and it is hoped that the technological infrastructure to meet this requirement will be delivered in the upcoming calendar year.
- 2.25** There are currently Welsh Government proposals to extend the duties to broadcast meetings, but it should be noted that the Council already exceeds these potential requirements. A breakdown of the viewing figures for Council meetings held via YouTube are available in Appendix L.  
N.B. It is not possible to differentiate which relate to internal viewers i.e. Officers and Members and external viewers i.e. the general public.

## **Multi-Location Meeting (MLM) Policy Review**

- 2.26** The Council is currently reviewing its MLM to align with new ways of working and feedback from meeting attendees. As part of the review, the Policy will be updated to take into account decisions taken as a result of this report.

## **3. How do proposals evidence the Five Ways of Working and contribute to our Well-being Objectives?**

- 3.1** The proposed changes take an integrated approach, reflecting the interconnected nature of the Council's decision-making processes. They are shaped through collaboration and engagement with a range of stakeholders, aiming to avoid duplication of effort and ensure a long-term, strategic use of resources and technology.

## **4. Climate Change and Nature Implications**

- 4.1** There are no direct Climate Change and Nature implications to this report.

## **5. Resources and Legal Considerations**

### **Financial**

- 5.1** The proposed updates relate to internal ways of working, and as such, changes will be undertaken using existing resources.

### **Employment**

- 5.2** The main implication will be in terms of Officer time to co-ordinate and facilitate changes, following a robust training plan and guidance to ensure that the changes impacting all officers are delivering the intended benefits.

### **Legal (Including Equalities)**

- 5.3** In considering the development of these proposals, a range of legislation has been considered as identified in Sections 1.0, 2.2, and 2.14 of the report.
- 5.4** There has also been consideration of the Welsh Language Standards as demonstrated in Section 1.1 of the report.
- 5.5** By simplifying language, improving document accessibility and screen-reader compatibility, and making better use of audio-visual formats, the proposed changes aim to enhance how all residents of the Vale of Glamorgan engage with Council information.

## **6. Background Papers**

[Local Democracy in Wales, Welsh Government](#)

[Statutory and Non-Statutory Guidance for Principal Councils in Wales – supporting provisions within the Local Government Act 2000, the Local Government \(Wales\) Measure 2011, and the Local Government and Election \(Wales\) Act 2021](#)

[Local Government Act 1972 – Section 100](#)

[The Local Authorities \(Executive Arrangements\) \(Decisions, Documents and Meetings\) \(Wales\) \(Amendment\) Regulations 2021](#)

[Local Authorities \(Executive Arrangements\) \(Decisions, Documents and Meetings\) \(Wales\) Regulations 2001](#)

[Code of Practice for the Welsh Language Standards \(No 1\) Regulations 2015 Performance Panel Assessment, Vale of Glamorgan Council](#)

[Digital Strategy 2023-28, Vale of Glamorgan Council](#)

[Vale 2030 – Corporate Plan, Vale of Glamorgan Council](#)

[Multi-Location Meeting Policy, Vale of Glamorgan Council](#)

[Vale of Glamorgan Council Meetings YouTube channel](#)

[Vale of Glamorgan Council Constitution](#)

[21<sup>st</sup> Century Democratic Services, Democratic Services Committee, 17<sup>th</sup> November 2025](#)

APPENDIX A  
21 Other Local Authorities in Wales Comparisons.

Local Authority	Committee Report Example	Minutes Example
Blaenau Gwent	<a href="#">Example</a>	<a href="#">Example</a>
Bridgend	<a href="#">Example</a>	<a href="#">Example</a>
Caerphilly	<a href="#">Example</a>	<a href="#">Example</a>
Cardiff	<a href="#">Example</a>	<a href="#">Example</a>
Carmarthenshire	<a href="#">Example</a>	<a href="#">Example</a>
Ceredigion	<a href="#">Example</a>	<a href="#">Example</a>
Conwy	<a href="#">Example</a>	<a href="#">Example</a>
Denbighshire	<a href="#">Example</a> (Download from website)	<a href="#">Example</a> (Download from website)
Flintshire	<a href="#">Example</a>	<a href="#">Example</a>
Gwynedd	<a href="#">Example</a>	<a href="#">Example</a>
Isle of Anglesey	<a href="#">Example</a>	<a href="#">Example</a>
Merthyr Tydfil	<a href="#">Example</a>	<a href="#">Example</a>
Monmouthshire	<a href="#">Example</a>	<a href="#">Example</a>
Neath Port Talbot	<a href="#">Example</a>	<a href="#">Example</a>
Newport	<a href="#">Example</a>	<a href="#">Example</a>
Pembrokeshire	<a href="#">Example</a>	<a href="#">Example</a>
Powys	<a href="#">Example</a>	<a href="#">Example</a>
Rhondda Cynon Taf	<a href="#">Example</a>	<a href="#">Example</a>
Swansea	<a href="#">Example</a>	<a href="#">Example</a>
Torfaen	<a href="#">Example</a>	<a href="#">Example</a>
Wrexham	<a href="#">Example</a>	<a href="#">Example</a>

*All as at December 2025.*

<b>Meeting of:</b>	<b>Cabinet</b>
<b>Date of Meeting:</b>	<b>Monday, 27 October 2025</b>
<b>Relevant Scrutiny Committee:</b>	<b>No Relevant Scrutiny Committee</b>
<b>Urgent Decision Procedure Used (If yes, why)</b>	
<b>Item Type</b>	Choose an item.
<b>Report Title:</b>	
<b>Portfolio Holder:</b>	Choose an item.
<b>Lead Officer:</b>	

**1.0 What is this report about?**

- 1.1 Example text Example text
- 1.2 Example text Example text
- 1.3 Example text Example text
- 1.4 Example text Example text

**2.0 What are the Recommendations?**

	<b>Recommendations – What and How?</b>	<b>Reason for Recommendation – Why?</b>
2.1		
2.2		



**5.0 How evidence has been used to inform the report, including the views of others?**

5.1 Example text Example text

5.2 Example text Example text

5.3 Example text Example text

**6.0 Next Steps**

6.1 Example text Example text

6.2 Example text Example text

**7.0 How does this report support the Vale 2030 and Reshaping?**

7.1 Example text Example text

7.2 Example text Example text

**8.0 How does this support the Five Ways of Working?**

8.1 Example text Example text

8.2 Example text Example text

8.3 Example text Example text

## **Resources**

### **9.0 Finance**

9.1 Example text Example text

9.2 Example text Example text

9.3 Section 151 Officers Comments: Example text Example text

### **10.0 Workforce**

10.1 Example text Example text

10.2 Example text Example text

### **11.0 Legal**

11.1 **Does an Equalities Impact Assessment need to be completed? If not, why?** An Equalities Impact Assessment has been completed and is attached in Appendix A/An Equalities Impact Assessment has not been completed because ...

11.2 Example text Example text

11.3 Example text Example text

11.4 Monitoring Officer Comments: Example text Example text

## 12.0 **Key Contacts**

### 12.1 **Who are the primary officers to contact with any comments and/or queries on the report?**

Lead Officer: Example Text: Officer name, title, email and phone number. Or relative c/o office contact i.e report co-ordinator	Democratic Services Officer Example Text: Officer name, title, email.
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## **Appendix**

Appendix A – text text text

## **Background Documents**

Example text

Example text

Example text

Example text

Example text

**YOU CAN ASK FOR THIS DOCUMENT IN OTHER FORMATS.  
FOR EXAMPLE: IN A LARGER FONT; ON DIFFERENT COLOUR PAPER.**

Notice of Meeting      **COUNCIL**

Date and time  
of Meeting              **MONDAY, 1<sup>ST</sup> DECEMBER, 2025 AT 6.05 P.M.**

Venue                      **HYBRID MEETING**

**MEMBERS ARE ASKED TO NOTE THE TIME OF THE MEETING.  
A MOMENT OF REFLECTION WILL TAKE PLACE AT 6.00 P.M.**

### Agenda

#### PART I

1. **Apologies for absence.**
2. **To receive declarations of interest and the nature of such interests under the Council's Code of Conduct.**  
*(Note: Members seeking advice on this item are asked to contact the Monitoring Officer or Democratic Services at least 48 hours before the meeting.)*
3. **To approve the minutes of the meetings held on:**  
(i) **29<sup>th</sup> September, 2025; and**  
(ii) **3<sup>rd</sup> November, 2025 (Special).**
4. **To receive any announcements from the Mayor, Leader, Members of the Cabinet and the Chief Executive and to receive any petitions submitted by Members.**
5. **Questions from the Public –**  
1 question has been received.

#### **References –**

6. **Draft Governance and Audit Committee Annual Report 2024/25 – Governance and Audit Committee: 15<sup>th</sup> September, 2025.**
7. **Audited Statement of Accounts 2024/25.**

**8. To consider the following proposal(s) from the Executive in relation to the Council's Policy Framework and Budget.**

Item	Date of Meeting	Minute No.
(a) Review of Statement of Principles Gambling Act 2025 – 2025-2028	2 <sup>nd</sup> October, 2025	C103
(b) Final Draft Vale of Glamorgan Council Annual Self-Assessment 2024/25 (3)	2 <sup>nd</sup> October, 2025	C104
(c) Vale of Glamorgan Replacement Local Development Plan (RLDP) 2021-2036 – Housing Growth in Barry Consultation Report (3)	6 <sup>th</sup> November, 2025	C134
(d) Treasury Management Mid-Year Report 2025/26 (1 & 2)	20 <sup>th</sup> November, 2025	C143
(e) Review of the Vale of Glamorgan Council's Petition Scheme (1)	20 <sup>th</sup> November, 2025	C146

**N.B. The reports which are the subject of the references in respect of Agenda Item 8(a) – (e) above have already been circulated to Members with the Cabinet agenda for the date specified above.**

**\*\*\*\* Further copies are available from the Democratic Services Office if required\*\*.**

**9. To inform the Council of the Use of the Urgent Decision Procedure under Article 15.14 of the Constitution.**

Item	Date of Meeting	Minute No.
(a) Vale of Glamorgan Replacement Local Development Plan (RLDP) 2021-2036 – Housing Growth in Barry Consultation Report (2)	6 <sup>th</sup> November, 2025	C134
(b) Review of the Vale of Glamorgan Council's Petition Scheme (3)	20 <sup>th</sup> November, 2025	C146

**10. To consider the following Notice of Motion [submitted by Councillors L. Burnett and E. Goodjohn] –**

**White Ribbon Day – Gender Based Violence**

This Council notes:

- A vigil was held on the Forecourt of the Civic Office on 21<sup>st</sup> November 2025 in recognition of White Ribbon Day 2025 and the United Nations' Day for the Elimination of Violence against Women.
- The significance of the following 16 Days of Activism in raising awareness about gender-based violence against women and girls, and the importance of prioritising primary prevention to stop violence from happening in the first place.

Council further notes:

- The critical role that we, as decision makers, play in shaping and implementing policies that prioritise preventing gender-based violence and helping to create a more equal society where all individuals, regardless of gender, can live freely without the fear of violence.

Council recognises:

- The ongoing need to address and prevent gender-based violence, and the need to engage men and boys throughout society. This includes in education, in workplaces, communities and online.

Council believes that

- Every woman and girl has the right to live free from violence, fear and intimidation.
- Tackling violence against women and girls requires prevention, education, early intervention, and properly funded specialist services.

Council therefore resolves to

- Adopt a zero-tolerance approach to gender-based violence across all policies and public spaces and:
- Strengthen training so staff can identify and respond to abuse and coercive control.
- Support education on consent, healthy relationships and gender equality. Ensure safe and accessible reporting routes.
- Call for sustainable national funding for VAWG support services.
- Renew White Ribbon accreditation to demonstrate commitment to positive change, supporting gender equality and ending gender-based violence.

**11. To receive questions and answers pursuant to Section 4.19.2 – 4.19.9 of the Council’s Constitution (i.e. questions on any matter in relation to which the Council has powers or duties or which affects the Vale of Glamorgan).**

**12. Any items which the Mayor has decided are urgent (Part I).**

## **PART II**

**THE PUBLIC AND PRESS MAY BE EXCLUDED FROM THE MEETING DURING CONSIDERATION OF THE FOLLOWING ITEM(S) IN ACCORDANCE WITH SECTION 100A(4) OF THE LOCAL GOVERNMENT ACT 1972.**

**13. Any items which the Mayor has decided are urgent (Part II).**

Rob Thomas  
Chief Executive

25<sup>th</sup> November, 2025

## **A version of this Agenda is also available in Welsh**

Local Government (Access to Information) Act 1985 -

Inspection of background papers - In the first instance, enquiries should be made of J. Langridge-Thomas, Tel: Barry (01446) 709457

E-mail: [democratic@valeofglamorgan.gov.uk](mailto:democratic@valeofglamorgan.gov.uk)

Distribution: To all Members of the Council

**PLEASE NOTE:** Council meetings will be held in line with the Council's [Multi-Location Meetings Policy](#) which details at paragraphs 21.2 and 21.3 which meetings will be held on a hybrid and remote only basis.

Meetings of the Vale of Glamorgan Council will also be livestreamed, except where Part II matters are wholly or in part being considered, in accordance with the Council's Multi-Location Meetings Policy.

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[https://www.valeofglamorgan.gov.uk/en/our\\_council/Council-Structure/minutes, agendas and reports/minutes, agendas and reports.aspx](https://www.valeofglamorgan.gov.uk/en/our_council/Council-Structure/minutes,_agendas_and_reports/minutes,_agendas_and_reports.aspx)

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FOR EXAMPLE: IN A LARGER FONT; ON DIFFERENT COLOUR PAPER.**

Notice of Meeting      **PLACE SCRUTINY COMMITTEE**

Date and time  
of Meeting              **TUESDAY, 20<sup>TH</sup> JANUARY, 2026 AT 6.00 P.M.**

Venue                      **HYBRID MEETING**

### Agenda

#### PART I

1. **Apologies for absence.**
2. **To receive declarations of interest and the nature of such interests (including whipping declarations) under the Council's Code of Conduct.**  
*(Note: Members seeking advice on this item are asked to contact the Monitoring Officer or Democratic Services at least 48 hours before the meeting.)*

**NB: Members of the public wishing to register to speak on any item on the agenda below are requested to register to speak via the Vale Council website and have regard to the Council's Multi-Location Meetings Policy and [Scrutiny Participation Guide](#).**

#### **Reports of the Director of Corporate Resources –**

3. **Petition Submission – Declare a Local Nature Reserve (LNR) at Barry's Old Harbour.**
4. **Project Zero Update Report.**

#### **Reports of the Chief Executive –**

5. **Tree Strategy Update Report.**
6. **Coastal Monitoring Update.**

7. **Any items which the Chair has decided are urgent (Part I).**

#### PART II

**THE PUBLIC AND PRESS MAY BE EXCLUDED FROM THE MEETING DURING CONSIDERATION OF THE FOLLOWING ITEM(S) IN ACCORDANCE WITH SECTION 100A(4) OF THE LOCAL GOVERNMENT ACT 1972.**

**8. Any items which the Chair has decided are urgent (Part II).**

Rob Thomas  
Chief Executive

8<sup>th</sup> January, 2026

**This document is available in Welsh / Mae'r ddogfen hon ar gael yn Gymraeg**

Local Government (Access to Information) Act 1985. Inspection of background papers in the first instance, enquiries should be made of M.E. Thomas, Tel: Barry (01446) 709279  
E-Mail: [democratic@valeofglamorgan.gov.uk](mailto:democratic@valeofglamorgan.gov.uk)

**To All Members of the Place Scrutiny Committee**

Chair: Councillor S. Lloyd-Selby;

Vice-Chair: Councillor C. Iannucci-Williams;

Councillors: G.M. Ball, C.E.A. Champion, P. Drake, V.P. Driscoll, A.M. Ernest, M.J. Hooper, J.M. Norman, E. Penn, I.A.N. Perry, C. Stallard and S.T. Wiliam

1 representative, in a co-opted non-voting observer capacity, of the following organisation:

Citizens Advice Cardiff and Vale

plus 4 Representatives from Tenant Working Group / Panel:

M. Blackmore  
G. Doyle  
K. Mitchell  
D. Paskin

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**THIS DOCUMENT IS AVAILABLE IN WELSH /  
MAE'R DDOGFEN HON AR GAEL YN GYMRAEG**

Notice of Meeting: **[COMMITTEE NAME]**.

Date and time  
of Meeting: **[DAY] [DATE] [MONTH] [YEAR]**.

Type/Venue: **[REMOTE / HYBRID / IN-PERSON]  
[EASYCONF / CHAMBER / MEETING ROOM]**.

**[ANY ANNOUNCEMENT STATEMENT IF APPROPRIATE]**

**AGENDA**

**PART I**

1. **Apologies for absence.**
2. **To receive declarations of interest and the nature of such interests under the Council's Code of Conduct.**  
*(Note: Members seeking advice on this item are asked to contact the Monitoring Officer or Democratic Services at least 48 hours before the meeting.)*
3. **Minutes of the Meeting held on [DAY] the [DATE] of [MONTH] [YEAR].**

**[PUBLIC SPEAKING POLICY STATEMENT IF APPLICABLE]**

**Reports of the [CABINET MEMBER OR DIRECTOR]**

**?? [AGENDA ITEM LIST]**

**?? Any items which the Chair has decided are urgent (Part I).**

**PART II**

**THE PUBLIC AND PRESS MAY BE EXCLUDED FROM THE MEETING DURING CONSIDERATION OF THE FOLLOWING ITEM(S) IN ACCORDANCE WITH SECTION 100A(4) OF THE LOCAL GOVERNMENT ACT 1972.**

**?? [AGENDA ITEM LIST]**

**?? Any items which the Chair has decided are urgent (Part II).**

Rob Thomas  
Chief Executive

**[DATE]**

Should you require support in observing the meeting and/or accessing any items on the agenda, including background papers, or the agenda in an alternative format or language, please contact the following Democratic Services Officer:

Name (Tel: 01446 709**[DIGITS]**).  
E-mail: [democratic@valeofglamorgan.gov.uk](mailto:democratic@valeofglamorgan.gov.uk)

To Members of the **[NAME]** Committee  
Councillors:

**[COOPTED MEMBERS/OBSERVERS]**

Mae fersiwn o'r Agenda hon ar gael yn y Gymraeg.  
A version of this Agenda is also available in Welsh.

Notice of Meeting: **Council**  
Date and Time of Meeting: **Monday 1<sup>st</sup> December 2025 – 6.00pm**  
Type/Venue: **Hybrid Meeting; Council Chamber or Remote.**

1. Apologies for absence.
2. To receive declarations of interest and the nature of such interests under the Council's Code of Conduct.

*Note: Members seeking advice are asked to contact the Monitoring Officer or Democratic Services at least 48 hours before the meeting.*

3. To approve the minutes of the meetings held on:
  - (i) [29<sup>th</sup> September, 2025](#); and
  - (ii) [3<sup>rd</sup> November, 2025 \(Special\)](#).
4. To receive any announcements from:
  - (i) the Mayor
  - (ii) Leader
  - (iii) Members of the Cabinet
  - (iv) Chief Executive; and
  - (v) to receive any petitions submitted by Members.
5. Questions from the Public –
  - (i) [Changing Facilities at Cowbridge Leisure Centre – Mr A. Smith](#)

Reports from the Head of Legal and Democratic Services/ Monitoring Officer –

6. [Amendments to the Council's Constitution](#)

Reports Referred from Other Committees –

7. [Draft Governance and Audit Committee Annual Report 2024/25](#) – Governance and Audit Committee: 15<sup>th</sup> September, 2025.
8. [Audited Statement of Accounts 2024/25](#) - Governance and Audit Committee: 15<sup>th</sup> September, 2025.

## Reports Referred from Cabinet –

9. [Review of Statement of Principles Gambling Act 2025 – 2025-2028](#) – Cabinet, 2<sup>nd</sup> October 2025 (Minute C103)
10. [Final Draft Vale of Glamorgan Council Annual Self-Assessment 2024/25](#) – Cabinet, 2<sup>nd</sup> October 2025 (Minute C104)
11. [Vale of Glamorgan Replacement Local Development Plan \(RLDP\) 2021-2036 – Housing Growth in Barry Consultation Report](#) – Cabinet, 6<sup>th</sup> November 2025 (Minute C134)
12. [Treasury Management Mid-Year Report 2025/26](#) – Cabinet, 20<sup>th</sup> November 2025 (Minute C143)
13. [Review of the Vale of Glamorgan Council's Petition Scheme](#) - Cabinet, 20<sup>th</sup> November 2025 (Minute C146)
14. To consider the following Notice of Motion  
*Submitted by Councillors L. Burnett and E. Goodjohn –*

### White Ribbon Day – Gender Based Violence

#### This Council notes:

- A vigil was held on the Forecourt of the Civic Office on 21<sup>st</sup> November 2025 in recognition of White Ribbon Day 2025 and the United Nations' Day for the Elimination of Violence against Women.
- The significance of the following 16 Days of Activism in raising awareness about gender-based violence against women and girls, and the importance of prioritising primary prevention to stop violence from happening in the first place.

#### Council further notes:

- The critical role that we, as decision makers, play in shaping and implementing policies that prioritise preventing gender-based violence and helping to create a more equal society where all individuals, regardless of gender, can live freely without the fear of violence.

#### Council recognises:

- The ongoing need to address and prevent gender-based violence, and the need to engage men and boys throughout society. This includes in education, in workplaces, communities and online.

#### Council believes that

- Every woman and girl has the right to live free from violence, fear, and intimidation.
- Tackling violence against women and girls requires prevention, education, early intervention, and properly funded specialist services.

- Council therefore resolves to
- Adopt a zero-tolerance approach to gender-based violence across all policies and public spaces and:
  - Strengthen training so staff can identify and respond to abuse and coercive control.
  - Support education on consent, healthy relationships, and gender equality. Ensure safe and accessible reporting routes.
  - Call for sustainable national funding for VAWG support services.
  - Renew White Ribbon accreditation to demonstrate commitment to positive change, supporting gender equality and ending gender-based violence.
15. Questions from Members – to view in full, please click [here](#).
- (i) Former Wilkinson Building on Holton Road, Barry – Cllr E. Goodjohn
  - (ii) Holiday Inn Express, Rhoose – Cllr G. Carroll
  - (iii) Car Parking charges – Cllr S. William
  - (iv) Support for community integrations – Cllr E. Goodjohn
  - (v) Strategic Equality Plan Update – Cllr G. Carroll
  - (vi) Barry Docks Incinerator Site – Cllr A. Collins
  - (vii) Real Living Wage accreditations – Cllr E. Goodjohn
  - (viii) Third sector funding – Cllr G. Carroll
  - (ix) Accessibility of railway stations – Cllr C. Franks
  - (x) Code of Conduct review – Cllr B. Loveluck-Edwards
  - (xi) Accountability and decision making – Cllr G. Carroll
  - (xii) Opportunities related to European Championships 2025 – Cllr M. Hooper
  - (xiii) Flood Risk management – Cllr G. Carroll
  - (xiv) Industrial development of greenfield sites in St Athans – Cllr S. Haines
  - (xv) Llandough Hill Repairs and Maintenance – Cllr G. Carroll
16. Any items which the Mayor has decided are urgent under (Part I).

## PART II

THE PUBLIC AND PRESS MAY BE EXCLUDED FROM THE MEETING DURING CONSIDERATION OF THE FOLLOWING ITEM(S) IN ACCORDANCE WITH SECTION 100A(4) OF THE LOCAL GOVERNMENT ACT 1972.

17. Any items which the Mayor has decided are urgent (Part II).

Rob Thomas  
Chief Executive

25<sup>th</sup> November, 2025

Should you require support in observing the meeting and/or accessing any items on the agenda, including background papers, or the agenda in an alternative format or language, please contact:

James Langridge-Thomas, Operational Manager – Democratic Services  
Phone: (01446) 709457  
E-mail: [democratic@valeofglamorgan.gov.uk](mailto:democratic@valeofglamorgan.gov.uk)

No.

## WELSH CHURCH ACT ESTATE

Minutes of a Remote Meeting held on 24<sup>th</sup> June 2025.

The meeting papers are available [here](#).

The recording of the meeting is available [here](#).

**To view the presentation and subsequent discussion for any Part I agenda item, please click the hyperlink contained in its title below.**

Present: Councillor M.R. Wilson (Chair); Councillor P. Drake (Vice-Chair);  
Councillors C.E.A. Champion, J.E. Charles and E.J. Goodjohn.

### 117 ANNOUNCEMENT –

Prior to the commencement of the business of the Committee, the Chair read the following statement: “May I remind everyone present that the meeting will be live streamed as well as recorded via the internet and this recording archived for future viewing.”

### 118 [DECLARATIONS OF INTEREST](#) –

Councillor C. Champion declared a prejudicial interest in Agenda Item 6 – Applications for Financial Assistance 2025/26 Tranche 1 – a Prejudicial Interest. Councillor Champion was a member of the Cowbridge United Free Church Excepted Charity which had raised an application, as set out at Application 9 within Appendix A1 to the report. Therefore, the Councillor withdrew from the meeting prior to the particular application being considered.

### 119 [MINUTES](#) –

RESOLVED – T H A T the minutes of the meeting held on 20<sup>th</sup> January 2025 be approved as a correct record.

### 120 [LAND AT GLEBE FIELDS, SULLY – TOWN AND VILLAGE GREEN INQUIRY APPLICATION \(DCR\)](#) –

The Principal Lawyer presented the report which was a further update on the matter of Trust land at Glebe Field having been the subject of a Town and Village Green Application.

The Trust had previously appointed specialist legal Counsel and objected to the Application. Following an extended period of correspondence to narrow the issues,

No.

the Council in its role as Commons Registration Authority, had obtained authority from the Vale of Glamorgan Public Protection Licensing Committee to appoint an independent inspector to hold a non-statutory public inquiry.

The Principal Lawyer advised that, once an Inspector had been appointed, directions would be provided at the September 2025 meeting to set out a timeline leading up to the Inquiry.

RESOLVED – T H A T the update in respect of the Town and Village Green Application be noted.

Reason for decision

Having regard to the content of the report and subsequent discussion at the meeting on the progress of the Application.

121 [CADOXTON COMMUNITY ORCHARD PROPOSAL, ST. OSWALD'S RD, CADOXTON \(DCR\)](#) –

The Operational Manager for Property advised that the report updated Committee, following previous resolutions of Committee, to enter into a lease with the applicants to enable them to develop a Community Orchard and meadow on land owned by the Trust. Since the last report to Committee, negotiations had been ongoing with the applicant and the report updated on the current position.

RESOLVED –

(1) T H A T the contents of the report and the fact that the Applicant had confirmed that they no longer wished to progress with the lease of the land be noted.

(2) T H A T a Committee site visit be arranged at St. Oswald's Road, Cadoxton, Barry on Monday, 7<sup>th</sup> July, at 5.00pm, prior to a further update report on the Cadoxton Community Orchard Proposal being presented to the Committee at its September 2025 meeting.

Reasons for decisions

(1) Having regard to the contents of the report and subsequent discussion at the meeting on the Applicant's decision.

(2) To assess the future use of the land.

122 [APPLICATIONS FOR FINANCIAL ASSISTANCE 2025/26 TRANCHE 1 \(DCR\)](#) –

Councillor C. Champion declared a prejudicial interest in Application 9 within Appendix A1 to the report. Therefore, the Councillor withdrew from the meeting prior to the particular application being considered.

No.

The Operational Manager for Accountancy advised that a budget of £60k had been set for issuing grants during 2025/26 and that there was a small net reduction in the Welsh Church Act's reserve at 31<sup>st</sup> March, 2025 of £1k.

It was proposed £20k of the general reserves sum be utilised in 2025/26 for grants and therefore the total grants budget for 2025/26 was now set at £80k.

The maximum grant that could be potentially awarded had been maintained at £10k and grants totalling £75,201.70 (as set out in Appendix A to the report) were recommended as part of the report.

Therefore, a remaining sum of £4,798.30 was available for allocation during 2025/26 and the Chair suggested that Committee consider what to do with any remaining grant funds, and therefore any further grant applications, alongside the Trust Accounts report expected for the September meeting.

RESOLVED – T H A T the applications for grant assistance, as set out in Appendix A of the report, be approved.

Reason for decision

Having regard to the contents of the report and subsequent discussion at the meeting in furtherance of the objectives of the Trust.

## THE VALE OF GLAMORGAN COUNCIL

Minutes of a Hybrid Meeting held on 1<sup>st</sup> December 2025.

The meeting papers are available [here](#).

The recording of the meeting is available [here](#).

**To view the presentation and subsequent discussion for any Part I agenda item, please click the hyperlink contained in its title below.**

Present: Councillor Naomi Marshallsea (Mayor), Councillors Anne Asbrey, Julie Aviet, Gareth Ball, Rhiannon Birch, Bronwen Brooks, Gillian Bruce, Ian Buckley, Lis Burnett, Samantha Campbell, George Carroll, Christine Cave, Charles Champion, Amelia Collins, Marianne Cowpe, Pamela Drake, Vincent Driscoll, Anthony Ernest, Robert Fisher, Christopher Franks, Wendy Gilligan, Russell Godfrey, Emma Goodjohn, Ewan Goodjohn, Stephen Haines, Sally Hanks, William Hennessy, Nic Hodges, Mark Hooper, Catherine Iannucci-Williams, Gwyn John, Dr. Ian Johnson, Belinda Loveluck-Edwards, Julie Lynch-Wilson, Kevin Mahoney, Michael Morgan, Jayne Norman, Helen Payne, Elliot Penn, Sandra Perkes, Ian Perry, Joanna Protheroe, Ruba Sivagnanam, Carys Stallard, Neil Thomas, Rhys Thomas, Steffan Wiliam, Margaret Wilkinson, Edward Williams, Mark Wilson and Nicholas Wood.

### ANNOUNCEMENT –

Prior to the commencement of the business of the Committee, the Mayor read the following statement: “May I remind everyone present that the meeting will be live streamed as well as recorded via the internet and this recording archived for future viewing”.

### [APOLOGIES FOR ABSENCE](#) –

These were received from Councillors Janice Charles, Brandon Dodd, and Susan Lloyd-Selby.

### [DECLARATIONS OF INTEREST](#) –

No declarations of interests were received.

### [MINUTES](#) –

Councillor Carroll noted that the minutes covered the meeting on 29<sup>th</sup> September, 2025, and reflected that he was happy to accept the minutes but stressed that it was important that even if Members disagreed with one another, it was essential that discussion took place and that Members could voice their opinions.

RESOLVED – T H A T the minutes of the meetings held on 29<sup>th</sup> September 2025, and 3<sup>rd</sup> November 2025 be approved as a correct record.

### ANNOUNCEMENTS –

The Mayor noted that this had been a busy period, and that she had attended several engagements, including giving out certificates to children who attended Barry Bike Club, which the Active Travel Team and Vale Housing Community Investment had run alongside Pedal Power. The club promoted and ran cycling sessions throughout the spring and summer in Iolo Park and aimed to reduce health inequalities through targeted cycling support to promote physical activity to local young children. She shared that it was heartwarming to see staff had arranged for some children without their own bikes to be given one so they could ride to school.

She also attended a fair-trade breakfast which she was excited to attend alongside Fair-Trade Wales and local fair-trade groups organised by Food Vale and shared that fair trade was a global movement to ensure producers, especially in developing countries, received fair prices for their products and had better working conditions. She further shared that at the end of the breakfast; all attendees wrote their pledges to encourage fair trade on a fairtrade banana and that she was pleased to find that many of the Vale's school lunches from The Big Fresh Catering Company contained fair trade ingredients.

The Mayor also attended 'Shifting Perspectives,' which was a powerful survivor photography exhibition at Art Central Gallery in Barry, created in collaboration with Steffi Andrews, a professional photographer who volunteered her own time, and Vale Domestic Abuse Services. This exhibition was created by 8 incredible women who shared their story of domestic abuse through photography and brought forward the lived experiences of survivors in the Vale; shining a light on the realities of domestic abuse, coercive control, stalking, and what rebuilding looked like afterwards. She reflected that it was an incredibly powerful, yet hopeful exhibition that had a deep impact and encourage others to attend as it was on until 10th January, and it was important to show survivors that their voices mattered.

The Cabinet Member for Neighbourhood and Building Services also announced that there would be an upcoming Cabinet decision concerning new car parking charges being suspended until Spring 2026 at Penarth Cliff Walk, Cold Knap, and Bron-y-Mor, as he had listened to local residents and business surrounding their concerns. He also recognised that visitors to the area should help to contribute and maintain local services, but there needed to be a balanced between local services and the need to generate income, whilst further noting that there was pressure on traders during winter months. He advised that there would need to be a flexible approach moving forward and that his focus now would be to work with residents and businesses in developing a new set of proposals for car parking in the area.

Councillor Haines presented a petition for consideration with a number of signatories proposing the creation of allotments in the St Athan area.

## PUBLIC QUESTIONS

### (i) Question from Mr A. Smith

Please can you advise when the changing facilities at Cowbridge Leisure Centre will be brought up to the standard of the other changing rooms provided at Barry, Penarth, and Llantwit Major Leisure Centres.

Cowbridge Leisure Centre, as I am sure you are aware, plays a significant part in the Health and Wellbeing of the population of the Cowbridge area and, as I understand, is the most visited public building in Cowbridge. However, the quality of the changing rooms, that have not undergone a major upgrading since the centre was built almost 40 years ago, badly let customers and yourselves down.

I had expected the recently published placemaking plans for Cowbridge to highlight both the importance of the facility and the need for improvements, but the facility is not highlighted in the report. I would be grateful if you could explain its exclusion particularly given the importance of Leisure Centres in other Councils in Wales' placemaking plans. The clearest example of this being the joint levelling up and placemaking plans in Caerphilly resulting in the construction of a new Leisure and Wellbeing Centre.

I have spoken to representatives of Parkwood Leisure who are fully aware of the issues at Cowbridge, but I understand the responsibility for refurbishment works is the Council's. I have therefore also met with Council Officers who acknowledge the issue but cannot provide me (and other users) with a timescale for works to refurbish changing rooms.

### **Reply from the Cabinet Member for Sport, Leisure, and Well-Being**

Firstly, I would like to thank Mr. Smith for his question. I am aware that he is a committed user, being a former customer of the month, and I am also aware that he represents the views of the majority with regard to the condition of the existing changing facilities. I am also aware that Mr. Smith has met with my Officers and representatives of Parkwood Leisure who have all been keen to see the changing rooms refurbished to enhance the facility and further increase attendances. I feel it is also important to share with Councillors that Cowbridge Leisure Centre is presently experiencing its highest ever attendances, having significantly more visits than any other publicly provided facility in the Town, and is delivering over £600,000 of Social Value per year (a growth of 12% in the past year). I would also highlight to Councillors that, unlike any other Council in Wales, our partnership with Parkwood does not require a revenue subsidy to provide our Leisure Centres and generates a revenue surplus. In addition, the Leisure Management Contract is presently delivering £5.75 million in Social Value that includes Health Benefits, Social and Community and Individual Development.

I am therefore very pleased to confirm that the Council is committed to refurbishing the changing rooms at Cowbridge Leisure Centre within the next 12 months.

This will complete the refurbishment of all changing facilities at all our Leisure Centres.

I will ask my Officers to contact Mr. Smith, to confirm our intentions and to provide an estimated refurbishment date.

The works will be funded by a variety of funding sources including Pride in Place, Internal Capital funding, Section 106 monies and, subject to confirmation, other grant contributions.

### [DRAFT GOVERNANCE AND AUDIT COMMITTEE ANNUAL REPORT \(REF\) –](#)

The Leader presented an overview of the Draft Governance and Audit Committee Annual report, which considered the work of the Committee during the year and how they met their terms of reference. She shared that due to the nature of its work, this Committee was highly interesting when you attended and engaged, especially given their critical role was supporting good governance.

RESOLVED – T H A T the Annual Report be endorsed.

#### Reason for decision

To update Council and wider stakeholders surrounding the work of Governance and Audit Committee.

### [AUDITED STATEMENT OF ACCOUNTS 2024/25 \(REF\) –](#)

The Leader presented the completed Annual Statement of Accounts for 2024/25, which had commenced in July 2025 and led to an unqualified audit opinion, and noted that the audit of accounts related to the Big Fresh Catering Company were still ongoing.

She noted that a number of amendments had been agreed and reflected in Appendix A to the report, and that materiality was set at £5 million for the accounts with a triviality limit of £280,000, but there were lower levels of materiality applied to related parties at £10,000 and remuneration disclosures were £1,000. She shared that the key financial headlines in the report were that there was an overall reduction in usable reserves, reducing by £10.487 million from £88.589 million to £78.102 million, including a £12.523 million reduction in the general fund and a reduction in capital grants, alongside a £360,000 increase in Housing Revenue Accounts reserves. She further noted an increase in usable capital receipts, of which £1.2 million related to the City Deal, that pension liabilities had increased from £10.522 million to £17.310 million, and that property, plan and equipment totalled £975 million after IFRS 16 adjustments and re-evaluations.

The Leader further signposted to the amendments to the accounts which were included in the report, and noted there was a £580,000 appropriation between the

Housing Revenue Account and Children Services, and that the misstatement would be corrected in the 2025-26 accounts.

She also shared the Annual Governance Statement presented no significant changes with reasonable assurance provided, and external audit considered that there were no fraud or legal compliance issues identified. She closed by noting that following agreement, the letter would be signed by Leader, Mayor, Chief Executive and Section 151 Officer.

RESOLVED –

- (1) T H A T the Final Statement of Accounts and Annual Governance Statement be approved.
- (2) T H A T delegated authority be granted to the Section 151 Officer in liaison with the Chair of the Governance and Audit Committee to make any final adjustments to the Final Statement of Accounts and Annual Governance Statement, as necessary.
- (3) T H A T the response to the Audit Wales Audit Enquiries at Appendix B to the report be noted.
- (4) T H A T the Audit Wales Audit of Accounts Report at Appendix C to the report be noted.
- (5) T H A T the Letter of Representation attached at Appendix D to the report be approved.

#### Reasons for decisions

- (1) Council is the body responsible for the final approval of the Statement of Accounts and Annual Governance Statement.
- (2) The Audit of the Statement of Accounts and Annual Governance Statement is complete.
- (3) Audit Wales had written to both offices and those charged with governance with a set of queries to provide assurance on fraud, legal and related parties.
- (4) The Audit of Accounts Report was for noting and any adjustments required had been made in the Statement of Accounts and Annual Governance Statement being put forward for approval.
- (5) To enable the submission of the Letter of Representation ahead of the sign off of the Accounts by the Auditor General.

[REVIEW OF THE STATEMENT OF THE PRINCIPLES OF THE GAMBLING ACT 2025 – 2025-2028 \(REF\) –](#)

The Leader presented the report, a reference from Statutory Licencing Committee, and noted that there was a requirement for the Council to publish a statement of principles governing its licencing policy for a 3 year period, and that this related to a number of betting shops and amusement centres, where a consultation was undertaken but no responses were received.

RESOLVED – T H A T the Statement of Licensing Principles for 2025- 2028, as detailed be approved.

Reason for decision

Having regard to there having been no consultation responses received, and to ensure that the Council fulfilled its statutory duty as a Licensing Authority.

[FINAL DRAFT VAE OF GLAMORGAN ANNUAL SELF-ASSESSMENT REPORT 2024/25 \(REF\) –](#)

The Leader presented the report, and highlighted that Members would be aware of this as it had been shared in draft in a number of areas including a joint Scrutiny session in July, where recommendations were made, and Governance and Audit Committee, which recommended the evidence and insight assessment changed from “Good” to “Fair”, and that it was the role of Council to approve the final report.

A recorded vote was undertaken as below:

	<b>For</b>	<b>Against</b>	<b>Abstain</b>
Anne Asbrey		√	
Julie Aviet	√		
Gareth Ball	√		
Rhiannon Birch	√		
Bronwen Brooks	√		
Gillian Bruce		√	
Ian Buckley	√		
Lis Burnett	√		
Samantha Campbell	√		

	<b>For</b>	<b>Against</b>	<b>Abstain</b>
George Carroll		√	
Christine Cave		√	
Charles Champion			√
Amelia Collins		√	
Marianne Cowpe		√	
Pamela Drake	√		
Vincent Driscoll		√	
Anthony Ernest		√	
Robert Fisher			
Christopher Franks		√	
Wendy Gilligan	√		
Russell Godfrey		√	
Emma Goodjohn	√		
Ewan Goodjohn	√		
Stephen Haines		√	
Sally Hanks	√		
William Hennessy		√	
Nic Hodges		√	
Mark Hooper		√	
Catherine Iannucci-Williams	√		
Gwyn John	√		
Ian Johnson		√	
Belinda Loveluck-Edwards	√		

	<b>For</b>	<b>Against</b>	<b>Abstain</b>
Julie Lynch-Wilson	√		
Kevin Mahoney		√	
Naomi Marshallsea	√		
Michael Morgan	√		
Jayne Norman	√		
Helen Payne	√		
Elliot Penn	√		
Sandra Perkes	√		
Ian Perry		√	
Joanna Protheroe	√		
Ruba Sivagnanam	√		
Carys Stallard	√		
Neil Thomas	√		
Rhys Thomas		√	
Steffan Wiliam		√	
Margaret Wilkinson	√		
Eddie Williams	√		
Mark Wilson	√		
Nicholas Wood		√	
<b>Total</b>	<b>29</b>	<b>20</b>	<b>1</b>

RESOLVED – T H A T the Final Draft Vale of Glamorgan Annual Self-Assessment 2024/25 be approved.

Reason for decision

Having regard to the contents of the reference and discussions at the meeting.

[VALE OF GLAMORGAN REPLACEMENT LOCAL DEVELOPMENT PLAN \(RLDP\) 2021-2026 – HOUSING GROWTH IN BARRY CONSULTATION REPORT \(REF\) –](#)

Councillor Sivagnanam presented the report and noted this was a critical stage in ensuring there was an up-to-date planning framework which met the needs of communities. She advised that Members would be aware that the strategy for the Replacement Local Development Plan was agreed by Full Council in September last year, and that due to concerns around deliverability, sites at Northwest Barry, land at Neptune Road and Hayes Lane were being consulted upon. She shared that there had been 159 individuals and organisations who had made representations, less than the number when consulting upon Northeast Barry, but still valid concerns.

She reflected that at Place Scrutiny previously residents made powerful and relevant objections about these sites, and that she recognised concerns surrounding infrastructure, with specific concerns around increased traffic at Weycock Cross, but that developers would be required to fund highways improvements to deal with traffic issues, and that this would be part of the planning process moving forward. She also noted that there would need to be an increase in school places, and access to health care, which they were working on the Health Board to explore.

She noted that Barry was the largest and most sustainable settlement in the Vale, identified as a key settlement in in the RLDP hierarchy and that it was a national growth area, alongside the need for affordable housing was critical, as there were around 7,000 households on the Council's housing register with 4,000 expressing a preference to live in Barry alongside nearly 900 people living in inappropriate housing in Barry.

A Recorded Vote was taken to consider the removal of the Weycock Cross site from the proposals as below:

	<b>For</b>	<b>Against</b>	<b>Abstain</b>
Anne Asbrey	√		
Julie Aviet		√	
Gareth Ball		√	
Rhiannon Birch		√	
Bronwen Brooks		√	
Gillian Bruce	√		
Ian Buckley		√	
Lis Burnett		√	

	<b>For</b>	<b>Against</b>	<b>Abstain</b>
Samantha Campbell	√		
George Carroll	√		
Christine Cave	√		
Charles Champion	√		
Amelia Collins	√		
Marianne Cowpe	√		
Pamela Drake		√	
Vincent Driscoll	√		
Anthony Ernest	√		
Robert Fisher			
Christopher Franks	√		
Wendy Gilligan		√	
Russell Godfrey	√		
Emma Goodjohn		√	
Ewan Goodjohn		√	
Stephen Haines	√		
Sally Hanks	√		
William Hennessy	√		
Nic Hodges	√		
Mark Hooper	√		
Catherine Iannucci-Williams		√	
Gwyn John			√
Ian Johnson	√		

	<b>For</b>	<b>Against</b>	<b>Abstain</b>
Belinda Loveluck-Edwards		√	
Julie Lynch-Wilson		√	
Kevin Mahoney	√		
Naomi Marshallsea			√
Michael Morgan	√		
Jayne Norman		√	
Helen Payne		√	
Elliot Penn		√	
Sandra Perkes		√	
Ian Perry	√		
Joanna Protheroe		√	
Ruba Sivagnanam		√	
Carys Stallard		√	
Neil Thomas		√	
Rhys Thomas			
Steffan Wiliam	√		
Margaret Wilkinson		√	
Eddie Williams		√	
Mark Wilson		√	
Nicholas Wood	√		
<b>Total</b>	<b>23</b>	<b>24</b>	<b>2</b>

The amendment was not carried and the debate returned to discussing the original proposals.

A further Recorded Vote took place on all three of the original recommendations as presented within the report:

	<b>For</b>	<b>Against</b>	<b>Abstain</b>
Anne Asbrey		√	
Julie Aviet	√		
Gareth Ball	√		
Rhiannon Birch	√		
Bronwen Brooks	√		
Gillian Bruce		√	
Ian Buckley	√		
Lis Burnett	√		
Samantha Campbell		√	
George Carroll		√	
Christine Cave		√	
Charles Champion		√	
Amelia Collins		√	
Marianne Cowpe		√	
Pamela Drake	√		
Vincent Driscoll		√	
Anthony Ernest		√	
Robert Fisher			
Christopher Franks		√	
Wendy Gilligan	√		
Russell Godfrey		√	
Emma Goodjohn	√		

	<b>For</b>	<b>Against</b>	<b>Abstain</b>
Ewan Goodjohn	√		
Stephen Haines		√	
Sally Hanks		√	
William Hennessy		√	
Nic Hodges		√	
Mark Hooper		√	
Catherine Iannucci-Williams	√		
Gwyn John	√		
Ian Johnson		√	
Belinda Loveluck-Edwards	√		
Julie Lynch-Wilson	√		
Kevin Mahoney		√	
Naomi Marshallsea			√
Michael Morgan	√		
Jayne Norman	√		
Helen Payne	√		
Elliot Penn	√		
Sandra Perkes	√		
Ian Perry		√	
Joanna Protheroe	√		
Ruba Sivagnanam	√		
Carys Stallard	√		
Neil Thomas	√		

	<b>For</b>	<b>Against</b>	<b>Abstain</b>
Rhys Thomas			
Steffan Wiliam		√	
Margaret Wilkinson	√		
Eddie Williams	√		
Mark Wilson	√		
Nicholas Wood		√	
<b>Total</b>	<b>26</b>	<b>22</b>	<b>1</b>

RESOLVED –

- (1) T H A T the contents of the report be noted.
- (2) T H A T the actions set out in the Consultation Report be endorsed.
- (3) T H A T the inclusion of the three potential housing sites as allocations in the Deposit Replacement Local Development Plan (RLDP) be approved.

Reasons for decisions

(1&2) To outline to Members the issues raised during the public consultation exercise on Housing Growth in Barry.

(3 ) To allow officers to progress with the preparation of the Deposit RLDP.

[TREASURY MANAGEMENT MID-YEAR REPORT 2025/26 \(REF\) –](#)

The Leader presented the regular update of the Council's Treasury Management approach and highlighted that the report noted economic factors driving the UK economy alongside forecasts, and that there were no policy changes as of 30<sup>th</sup> September 2025. She further noted the Council's capital expenditure and prudential indicators were included in Appendix A, and that the investment portfolio listed the investments as £51.775 million as of 30<sup>th</sup> September 2025, up from £17.19 million in April 2025. She shared that there was an average interest rate of 4.22% this year, which meant there was approximately £1.19 million interest accrued that the new external borrowing was at £6 million at an average rate of 4.56%, and that this was borrowed at shorter terms of up to 7 years, so it could be reborrowed if rates were to decrease. She further noted that the Council were prudent in terms of borrowing and investments and had not considered any debt rescheduling opportunities this year to date due to current interest rates.

RESOLVED – T H A T the Treasury Management Annual Report for the period 2025/26 be approved

Reason for decision

To update Council surrounding the Council's approach to Treasury Management.

[REVIEW OF THE VALE OF GLAMORGAN COUNCIL'S PETITION SCHEME \(REF\) –](#)

The Leader presented the report and advised that the previous Petition Scheme had been considered by Council in 2022, and that this was a requirement under the Local Government and Elections (Wales) Act 2021 to produce a scheme which considered how a petition could be submitted, who could submit a petition, how and by when the Council acknowledged receipt and how the Council responded.

RESOLVED – T H A T the revised Vale of Glamorgan Council's Petition Scheme be approved.

Reason for decision

To update the Council's approach to fulfilling statutory legislation relating to petitions from the public.

[VALE OF GLAMORGAN REPLACEMENT LOCAL DEVELOPMENT PLAN \(RLDP\) 2021-2026 – HOUSING GROWTH IN BARRY CONSULTATION REPORT \(REF\) –](#)

RESOLVED – T H A T the use of the Urgent Decision Procedure (Cabinet Minute No. C69, 17<sup>th</sup> July 2025 (as set out in Section 15.14.2(ii) of the Council's Constitution) be noted.

Reason for decision

The reporting of the use of the Urgent Decision Procedure is a requirement of the Council's Constitution.

[REVIEW OF THE VALE OF GLAMORGAN COUNCIL'S PETITION SCHEME \(REF\) –](#)

RESOLVED – T H A T the use of the Urgent Decision Procedure (Cabinet Minute No. C84, 4<sup>th</sup> September 2025 (as set out in Section 15.14.2(ii) of the Council's Constitution) be noted.

Reason for decision

The reporting of the use of the Urgent Decision Procedure is a requirement of the Council's Constitution.

[TO CONSIDER THE FOLLOWING NOTICE OF MOTION \[SUBMITTED BY COUNCILLORS L. BURNETT AND E. GOODJOHN\] –](#)

The below Notice of Motion, moved by Councillor Lis Burnett and seconded by Councillor Ewan Goodjohn at the meeting, was debated.

“This Council notes:

- A vigil was held on the Forecourt of the Civic Office on 21<sup>st</sup> November 2025 in recognition of White Ribbon Day 2025 and the United Nations' Day for the Elimination of Violence against Women.
- The significance of the following 16 Days of Activism in raising awareness about gender-based violence against women and girls, and the importance of prioritising primary prevention to stop violence from happening in the first place.

Council further notes:

- The critical role that we, as decision makers, play in shaping and implementing policies that prioritise preventing gender-based violence and helping to create a more equal society where all individuals, regardless of gender, can live freely without the fear of violence.

Council recognises:

- The ongoing need to address and prevent gender-based violence, and the need to engage men and boys throughout society. This includes in education, in workplaces, communities and online.

Council believes that

- Every woman and girl has the right to live free from violence, fear, and intimidation.
- Tackling violence against women and girls requires prevention, education, early intervention, and properly funded specialist services.

Council therefore resolves to

- Adopt a zero-tolerance approach to gender-based violence across all policies and public spaces and:
- Strengthen training so staff can identify and respond to abuse and coercive control.
- Support education on consent, healthy relationships, and gender equality. Ensure safe and accessible reporting routes.

- Call for sustainable national funding for VAWG support services.
- Renew White Ribbon accreditation to demonstrate commitment to positive change, supporting gender equality and ending gender-based violence.”

The Leader presented the Motion and shared that the harm caused to victims and society relating to violence against women and girls in all forms was immeasurable and recognised that whilst boys and men also suffered abuse, the issue disproportionately impacted upon women. She shared that a woman was killed every 3 days in the UK, that violence against women and girls made up 20% of all reported crime, and that the Police had recorded 103,135 rape and serious sexual offences since March 2023. She noted that White Ribbon accreditation had lapsed, that it was important this be renewed and reflected upon the manosphere and incel culture, where sections of the internet and community promote misogyny, harassment, intimidation, and gaslighting. She closed by indicating that Councillors had an important role as Community Leaders in prioritising prevention of violence against women and girls.

Following a request from a Member for a Recorded Vote the vote took place as follows:

	<b>For</b>	<b>Against</b>	<b>Abstain</b>
Anne Asbrey	√		
Julie Aviet	√		
Gareth Ball	√		
Rhiannon Birch	√		
Bronwen Brooks	√		
Gillian Bruce			
Ian Buckley	√		
Lis Burnett	√		
Samantha Campbell	√		
George Carroll	√		
Christine Cave	√		
Charles Champion	√		
Amelia Collins	√		

	<b>For</b>	<b>Against</b>	<b>Abstain</b>
Marianne Cowpe	√		
Pamela Drake	√		
Vincent Driscoll	√		
Anthony Ernest			
Robert Fisher			
Christopher Franks	√		
Wendy Gilligan	√		
Russell Godfrey			
Emma Goodjohn	√		
Ewan Goodjohn	√		
Stephen Haines	√		
Sally Hanks	√		
William Hennessy	√		
Nic Hodges	√		
Mark Hooper	√		
Catherine Iannucci-Williams	√		
Gwyn John	√		
Ian Johnson	√		
Belinda Loveluck-Edwards	√		
Julie Lynch-Wilson	√		
Kevin Mahoney	√		
Naomi Marshallsea	√		
Michael Morgan	√		

	<b>For</b>	<b>Against</b>	<b>Abstain</b>
Jayne Norman	√		
Helen Payne	√		
Elliot Penn	√		
Sandra Perkes	√		
Ian Perry	√		
Joanna Protheroe	√		
Ruba Sivagnanam	√		
Carys Stallard	√		
Neil Thomas	√		
Rhys Thomas			
Steffan Wiliam	√		
Margaret Wilkinson	√		
Eddie Williams	√		
Mark Wilson	√		
Nicholas Wood	√		
<b>Total</b>	<b>46</b>	<b>0</b>	<b>0</b>

**RESOLVED –**

- (1) T H A T a zero-tolerance approach to gender-based violence across all policies and public spaces be adopted.
- (2) T H A T training be strengthened so staff can identify and respond to abusive behaviour and coercive control.
- (3) T H A T education on consent, healthy relationships and gender equality be supported, ensuring safe and accessible reporting routes.
- (4) T H A T the Council calls for sustainable national funding for VAWG support services.

(5) T H A T the White Ribbon accreditation to demonstrate commitment to positive change, supporting gender equality and ending gender-based violence be renewed.

Reason for decisions

(1-5) Having regard to the vote being carried on the Motion.

QUESTIONS PURSUANT TO SECTION 4.19 OF THE COUNCIL'S  
CONSTITUTION –

The following responses to Member questions as contained within the agenda were presented:

(i) [Question from Councillor E. Goodjohn](#)

Will the Leader give an update on the Council's purchase of the former Wilkinsons building in Barry on Holton Road including its future plans for the site?

**Reply from the Executive Leader and Cabinet Member for Performance and Resources**

Bringing the 22,323sq foot building back into use is the first part of an ambitious plan to breathe new life into the town centre. We aim is to find a way to develop this prime retail space into a vibrant space for small businesses and other activities that will drive footfall in the town centre.

In the short term, and as Members will no doubt have seen, the building's windows will feature seasonal art displays to attract shoppers and brighten Holton Road, while work is carried out to make the store ready for occupation. This work has already begun following the exchange of contracts with the vendor and we are so eager to make progress, we have ensured that we can have access to the building to undertake this work in advance of completion.

The long-term plan for the site will be developed in partnership with local businesses and the wider community. This will be a lengthier process and so in the meantime from early 2026 the Council will use the building to support local businesses by hosting activities designed to attract people into the town centre.

Work is required to ensure the building can be reopened, but as soon as possible we will use the space to host events and exhibitions that attract people to the town centre. We would love to hear residents' ideas for these activities. In the longer term, we aim to create something that adds real value to Holton Road. There are excellent examples elsewhere in Wales where the right scheme has transformed a town centre, and we want to work with local businesses and the people of Barry to design something that achieves the same impact.

This is the most significant investment in the town centre for many years, and it is important that we get it right. For this reason, we will involve as many people and

businesses who share our belief as possible. This investment is about supporting Barry's high street, its retailers, and giving more people a reason to visit the town. The acquisition, with support from Welsh Government, forms part of the Council's wider strategy to support town centres across the Vale of Glamorgan. This will ensure they remain vibrant, welcoming, and sustainable places for people to live, work, and visit.

### **Supplemental**

Councillor Goodjohn asked how this work would link with Placemaking and town centre revitalisation, to which the Leader responded that this linked with Placemaking plans and the Plan for Neighbourhoods, and that the Cabinet Member for Sustainable Places would be leading work now moving forward to make sure that it fully fitted with Barry Place Plan.

### **(ii) Question from Councillor G.D.D. Carroll**

Will the Leader please update the Council on engagement the Authority has had with the Ministry of Defence regarding its use of the Holiday Inn Express in Rhoose to provide housing under the Afghan Resettlement Programme?

### **Reply from the Executive Leader and Cabinet Member for Performance and Resources**

I refer Councillor Carroll to the information provided on the FAQs on our website. I have referred him to this in the past. For completeness, we have worked closely with the MoD on the use of St Athan and East Camp under this scheme. The interest in the Holiday inn express was brought to our attention by letter dated 16<sup>th</sup> April to the Chief Executive.

Subsequent to receipt of that letter, the Chief Executive responded and a meeting held to discuss further the MOD's position. When it became clear that the hotel would be brought into use, we engaged with a view of offering support and are proud to do so.

Since then, and as you can imagine, our officers have been working hard to ensure that guests have access to the support they need and are given a warm welcome. I would ask Councillor Carroll in joining me to congratulate them for their hard work and dedication.

### **Supplemental**

Councillor Carroll shared that a recent Sky News investigation surrounding serious allegations made about the Afghan Resettlement Scheme, and wanted to understand if the Council had had discussions with the Ministry of Defence about their impacts upon Vale of Glamorgan, to which the Leader responded that the Council worked closely with all agencies if any concerns arose to deal with them, but that they were not aware of specific allegations and believed the scheme at the Holiday Inn, Rhoose, to be a success.

(iii) **Question from Councillor S.T. William**

At the Full Council meeting in September, my colleague Councillor Nic Hodges asked whether you would be willing to put an end to the car parking charges at Bron y Mor as we had concerns that this would affect businesses. The Cabinet Member was not for turning.

In November, the popular fish restaurant, Mr Villas, closed its doors at the Knap, citing the charges as a contributory factor in their decision.

With business livelihoods and jobs being lost, can I ask, as a matter of urgency, that these car park charges are discontinued, even if only on a temporary basis, while a thorough review is undertaken?

**Reply from the Cabinet Member for Neighbourhood and Building Services**

As a starting point, it is always sad to see a business close its doors, especially when that business has a long and established history in a town. This is clearly the case here. Clearly many factors can influence that decision, and this can include escalating costs of supplies and energy, staffing costs, a changing customer base as well as a whole host of other reasons. Whilst other factors such as the availability of car parking and the cost of that car parking can be a factor, I do not think it is that straightforward without the benefit of a full assessment of the situation. I would like to wish all those connected with this popular family business all the very best in their future endeavours and thank them for their contribution to this part of Barry.

You will already have had the benefit of my / the Leader's statement (delete as necessary) on this matter at the start of the meeting and you will have seen recent announcements regarding the same.

For completeness, a report will be considered by Cabinet on Thursday, 4<sup>th</sup> December 2025 that considers the current position in relation to car parking charges at Penarth Cliff Walk, Cold Knap and Bron y Mor and takes into account the fact that charges were introduced at a challenging time of year for businesses with shorter daylight hours, changeable weather and a decline in trade due to decreasing visitor numbers following the end of school summer holidays.

The report recommends the temporary suspension of charges, until a further report is brought back to Cabinet to consider the need or otherwise for a seasonal approach to the charging regime.

People, and I include members of all political persuasion in this, are always ready to criticise the Council for not listening or taking views into account. This is one example where we have listened, where we have reflected and where we have conceded that we did not get this quite right – so it is only right that we press pause and reflect. We were eager to do this before Christmas so that there is certainty for residents and businesses.

I know there will be Members who will say – We told you so, but rather than score political points, I would ask that Members acknowledge the stance we have taken and support it.

### **Supplemental**

Councillor William welcomed the change of direction and asked that given local businesses were supported by a number of suppliers, what evidence would be used to reconsider these charges and when works would be completed at Bron-Y-Mor car park. The Cabinet Member responded that there would be a range of processes included in informing the future direction of car parking and that whilst work was underway at Bron-Y-Mor, if much more was spent on it, it would cause budgetary pressures, and work to install underground drainage was underway, but that there would hopefully be a sufficient throughout of users to pay and further fund this work.

#### **(iv) Question from Councillor E. Goodjohn**

Last month we were pleased to be joined in commemoration of Armistice by a number of Afghans who had supported our Armed Forces. Could the Cabinet Member provide details of the support currently provided to assist the families to integrate into their new Country and new lives during the time they are in the Vale of Glamorgan?

### **Reply from the Executive Leader and Cabinet Member for Performance and Resources**

The Council is commissioned by the Ministry of Defence to provide support and welfare services to all arriving guests. The families will have received UK cultural awareness briefings prior to arrival to speed their progression to settled accommodation, jobs and being able to contribute to their new communities. Further induction briefings are given after arrival which ensures they understand life in Wales, including Welsh and UK laws and customs.

The Vale Support Team assist the families with immediate essential tasks, such as setting up Universal Credit, National Insurance Numbers, registering with GPs, opening Bank Accounts etc.

Over the first few weeks this is followed with regular meetings with the families as groups and individuals, offering lessons on cultural awareness, cost of living, public transport. The support team, including translators, also accompany the guests on their first trips to a variety of service providers and health appointments.

Education colleagues also attend the site, so children are enrolled in and attend local schools, and all adults receive English language lessons every weekday whilst at the hotel. There are weekly group meetings where sessions centre around all aspects of life in the UK.

The Holiday Inn Express provided interim accommodation for the EPs we support and at the outset settled accommodation searches and move on options are

discussed as well as an opportunity for the family to raise any questions they may have.

We have had an exceptional response and support from the Rhoose community and the local church arranging donations of clothing, toys and uniform, arranged coffee mornings and activities for the families.

The Support team have also arranged and co-ordinated a number of local activities and events over the last few weeks.

The Support team have taken families to Porthkerry (weather permitting) to play football, take children to the airport, arrange a week of activities so families can learn about UK traditions such as Halloween and Christmas.

A local choir is due to visit, hopefully looking to recruit some new members, Barry Library visits weekly for Rhyme and sign sessions with the younger children, a weekly FAN (Friends and Neighbours Group) is held at the hotel for the women and the community police team have visited and held group sessions covering topics such as hate crime, domestic abuse etc.

We have recently appointed a Nationwide Private Rent Procurement Officer. This role will solely concentrate on assisting the families to find and secure settled accommodation in the form of PRS in the areas of the families choosing.

Our main aim is to ensure that we provide as far as possible the best experience we can for our guests for as long as they are with us and to provide the foundations for a successful integration into the communities, they eventually settle in.

(v) **[Question from Councillor G.D.D. Carroll](#)**

Will the Cabinet Member please update the Council on action being taken to deliver the objectives set out in the Authority's Strategic Equality Plan?

**Reply from Cabinet Member for Community Engagement, Equalities and Regulatory Services**

An annual update on the delivery of the Council's Strategic Equality Plan is reported to Cabinet and Scrutiny each year. Most recently work undertaken in 2024/25 was reported to Cabinet on 4<sup>th</sup> September and Live Well Scrutiny Committee on 11<sup>th</sup> November. Given this very recent report, I am surprised at the question – perhaps Councillor Carroll has not had time to consider and reflect on the progress made by this Authority.

**Supplemental**

Councillor Carroll asked that many public sector training and grant funding opportunities had come to light which were only for people from ethnic minority backgrounds, and sought assurance that the Council operated no such schemes, to which the Cabinet Member responded they would not provide this assurance and

they would support the seeking of training and funding to support any individual with protected characteristics.

**(vi) [Question from Councillor A.M. Collins](#)**

Can the Cabinet Member provide an update on progress of all planning applications for the Barry Docks Incinerator Site on Woodham Road in Barry, and any discussions with the owners around the options for future uses of the site?

**Reply from Executive Leader and Cabinet Member for Performance and Resources**

A demolition application decision notice was issued on 7<sup>th</sup> November 2025, which includes a requirement for further approval of the method and means of demolition, in the form of a Demolition Environmental Management Plan. This must be approved prior to the demolition works taking place. No further planning application has been submitted for alternative uses of the site and the owners have, to date, not stated what subsequent proposals will seek consent for however we would expect any future uses to be within classes B1 or B2 of the Use Classes Order and would therefore accord with the current Local Development Plan.

**Supplemental**

Councillor Collins asked if the Council now accepted that officers were in error when dealing with the important questions relating to the Environmental Impact Assessment regulations in both Barry do incinerator applications, to which the Leader responded no and that the Council had worked to object this proposal at every reasonable opportunity without costing the taxpayer a significant sum.

**(vii) [Question from Councillor E. Goodjohn](#)**

What are the benefits to local residents of the Council's recent accreditation as a living wage employer?

**Reply from Executive Leader and Cabinet Member for Performance and Resources**

Discussions we have had with our own employees, many of whom live in the Vale and wider research undertaken by the Living Wage Foundation provides powerful examples of the benefits of the adoption of the Real Living Wage both in terms of employee wellbeing and wider economic impact. This includes the positive impact on mental health and wellbeing, reduction in financial stress, improved quality of life and reduction of families in poverty. This also translates to increased ability to spend within the local economy and the Council's ability to attract employees from the local community to undertake key roles within the communities we serve.

In addition to the financial benefits to employees and the economic impact stated above, research into those organisations who have introduced the Real Living Wage has reported a range of business and wider economic benefits including reduced absenteeism, increased productivity and improved 'employer of choice' perceptions.

Our own equalities impact assessment, cited in our July Cabinet report, highlighted the broader economic benefits of accreditation, noting that since 2016, around 20,400 additional people in Wales have been uplifted to the RLW, adding £141 million in additional income for low-wage earners.

The Cabinet report also cited the recent Future Generations report (2025), which was based on extensive evidence including: Research and analysis of Well-being of Wales report and identified the adoption of Real Living Wage by public bodies as a critical step to reducing poverty.

### **Supplemental**

Councillor Goodjohn asked how the Real Living Wage would improve wages for those who were not Council employees, to which the Leader responded that the Council would increasingly try and commission from local businesses, Real Living Wage could be one of the procurement criteria, and that she hoped we could talk to other businesses in the Vale of Glamorgan about the benefits to employees around adopting the Real Living Wage.

#### **(viii) [Question from Councillor G.D.D. Carroll](#)**

How much funding has the Council provided to third sector organisations to date in the 2025-26 financial year?

### **Reply from Executive Leader and Cabinet Member for Performance and Resources**

We have paid £5.6m to date to the voluntary sector including passporting on grant and SLA arrangements as part of service delivery and we expect to spend approximately £11.6m in 2025/26 financial year.

### **Supplemental**

Councillor Carroll asked if the Council would follow BBC, ONS and Home Office in withdrawing from the Stonewall Diversity Scheme to which the Leader responded the Council would not be withdrawing, and that was important to support LGBTQ+ colleagues.

#### **(ix) [Question from Councillor C.P. Franks](#)**

What action is the Vale Council taking to increase accessibility at Vale of Glamorgan railway stations through the introduction of lifts?

### **Reply from Cabinet Member for Neighbourhood and Building Services**

The Council fully supports improved accessibility at all railway stations throughout the Vale. This includes identifying routes leading to train stations on the Active Travel Network Map. There is a current consultation that Members have been invited to feedback on, and it can be found on the Council's website.

Whilst the Council has an element of control and influence over the highway and other public land, it does not have the same control or the same level of influence over the intentions or ambitions relating to land under the ownership and control of Transport for Wales and Network Rail.

With regard to recent requests for access improvements, I can confirm that with support from the Council, Eastbrook and Cogan stations which are owned by Network Rail, were submitted as part of the Wales nominations for the Department for Transport's Access for All (AFA) programme in Control Period 7 (which ends March 2029).

It was announced in May 2024 that neither station was successful in securing AFA funding, but Cogan made the top 10.

There are plans being developed for a new transport interchange at Cogan and this sits as part of a larger scheme on the Regional Transport Delivery Plan. This potentially includes accessibility improvements such as lifts and enhancements to the existing highway network.

As part of the proposed improvements at Cogan, a survey is currently being undertaken by Transport for Wales on the proposal for the new interchange. This includes an online survey and a drop-in session at Cogan Coronation Club on 2<sup>nd</sup> December between 3:00 p.m. and 7:00 p.m.

### **Supplemental**

Councillor Franks asked what was being done to improve access to Eastbrook Station, to which the Cabinet Member advised they would discuss this with the relevant officers.

#### **(x) [Question from Councillor B. Loveluck-Edwards](#)**

The Senedd has introduced significant reforms aimed at strengthening standards, transparency, and accountability among MSs. These changes respond to growing public concern about integrity in politics. Can the Leader advise this Council if there is any intention to review our own Code of Conduct to ensure that the public can expect acts by any Councillor deliberately misleading the public are dealt with immediately and that there is a public correction of false statements?

### **Reply from the Executive Leader and Cabinet Member for Performance and Resources**

Thank you for the question. I welcome the steps taken by the Senedd to strengthen standards, transparency, and accountability because public confidence in democracy depends on those values being upheld at every level. Members of this Council, just like Members of the Senedd, have a responsibility to ensure that the information we share is accurate and that we correct the record when it is not.

All Members are bound by the statutory Model Code of Conduct, this Code must be adopted by every Welsh Authority in full, ensuring that the standards expected of elected representatives are clear and consistent across Wales.

As Members will know, Code of Conduct training is mandatory, and Group Leaders also have responsibilities under statute to promote high standards within their Groups. We continue to strengthen support for Members, with further Code of Conduct refresher training scheduled next week and a recent Local Government Association (LGA) session held on misinformation. I would draw Members' attention to the LGA's Guide to disinformation for Councillors, which provides practical advice on challenging misleading statements, whether by ignoring, informing, refuting, or escalating as appropriate.

Last December, Full Council agreed a Motion committing us to model respectful political discourse, challenge unacceptable behaviour, and review both the standards of conduct expected of Members in Section 19 of the Constitution and the Local Dispute Resolution Procedure. These expectations are not new, our Constitution already prohibits Members from publishing or spreading false information about one another, and we have established mechanism, including the ability to correct the public record through minutes, to ensure accuracy when statements made in meetings are disputed.

A working group of the Standards Committee is currently reviewing the Local Dispute Resolution Procedure, with future sessions focusing on Section 19 and the standards of conduct expected of members. This work is ongoing and is expected to conclude before the Spring of 2026, after which any recommendations will come to Full Council for debate.

Ultimately, the public deserves openness and honesty from elected representatives. Strengthening guidance, expectations and accountability around misinformation is an important part of that work.

(xi) [Question from Councillor G.D.D. Carroll](#)

What action is the Leader taking to ensure decisions taken by her Administration are subjected to scrutiny and debate?

**Reply from the Executive Leader and Cabinet Member for Performance and Resources**

Thank you for the question. To understand the Council decision making processes and how decisions are subjected to Scrutiny and debate, I would refer the Member to the Council's Constitution, shaped by a range of statutory legislation and guidance, which outlines how decisions are made, and how Members can get involved in scrutinising and debating decisions are being made by Cabinet and Council.

**Supplemental**

Councillor Carroll noted that Penarth business owners said that new parking charges imposed by this Council had slashed trade by almost 40%. Will the Leader accept

that she should have listened to concerns raised at Scrutiny Committees of this Council about these charges instead of imposing them regardless, to which the Leader responded there were numerous factors related to a business going up and down, including weather, school holidays, and what was happening in the vicinity, and that it was only when we fully understood the factors that we made a decision. She noted that as mentioned earlier we were looking to take a break in charges and re-look at them in Spring.

**(xii) [Question from Councillor M.J. Hooper](#)**

Following the recent announcement that Cardiff will be hosting a number of high profile matches as part of the European Championships 2028 tournament, what preparations are the Council making to take advantage of this opportunity for marketing, tourism and to increase participation in sport?

**Reply from the Deputy Leader and Cabinet Member for Sustainable Places**

A targeted campaign will be developed in the run up to, during and beyond the event which highlights Wales as a destination for followers not only of football, but also wider audiences on the back of the platform this brings.

Visit Wales are likely to develop 'on location' visual advertising, TV advertising, digital adverts etc and a toolkit for the trade to follow when maximising opportunities.

We will be working with Visit Wales to maximise our efforts in promoting the Vale though 'Visit the Vale' during this time. We will develop content across platforms supporting the wider Visit Wales campaign to target these audiences, and work with our trade in ensuring they are informed of and support campaigns for the benefit of their businesses.

In addition, as partners of Visit Southern Wales, a 10 local authority partnership marketing the SE Wales region to UK and Overseas group travel organisers, we will also be targeting European destinations through this campaign. As we will be attending Britain and Ireland Marketplace in particular in January, we can ensure Visit the Vale will be integral to those discussions and highlight the close proximity and opportunities the Vale can offer to those visiting as part of the Euros and wider.

**(xiii) [Question from Councillor G.D.D. Carroll](#)**

What action is the Council taking to prevent and mitigate the risk of flooding in the Vale of Glamorgan?

**Reply from the Cabinet Member for Neighbourhood and Building Services**

The Council has identified a number of local objectives and measures in the Local Flood Risk Management Strategy to help prevent and mitigate the risk of flooding in the Vale. These are focused on reducing consequences, raising awareness, responding to events, and prioritising investment in the most at-risk communities.

Measures range from the operational inspection and maintenance of high-risk assets through to developing new flood alleviation schemes. As an example, the Council is currently delivering a Welsh Government grant funded scheme to install property flooding resilience measures to over 180 residential properties and a number of community buildings, in Dinas Powys.

The Council also plays a key role investigating flood incidents and ensuring the appropriate risk management authorities are aware of and responding to flood incidents. As regulators of the Sustainable Drainage Systems (SuDS) Approval Body function, and as a consultee via the planning process, this also helps prevent additional flood risks being created by inappropriate development.

These activities are in addition to other day to day activities such as the cleansing and maintenance of highway drainage.

### **Supplemental**

Councillor Carroll asked if the Council would commit more resources for the inspection and repair of blocked drains to minimise future flood risks, to which the Cabinet Member responded that they had been undertaking increased inspection in the last few months due to the inclement weather, but would look at future budgets to see how this could be considered.

#### **(xiv) [Question from Councillor S.J. Haines](#)**

Given that approximately 1,700 acres of brownfield land suitable for business development are available within Saint Athan at the Bro Tathan and Aberthaw sites, can the Council clarify its current policy on permitting industrial development on greenfield sites with the Saint Athan ward?

### **Reply from the Cabinet Member for Community Engagement, Equalities and Regulatory Services**

Policy on industrial development in the Vale of Glamorgan is contained in the Adopted Local Development Plan, specifically at Policies MG9 MD15, MD16. The Council would expect all development to accord with the requirements of the current Local Development Plan.

### **Supplemental**

Councillor Haines asked that given that there was pre-planning consultation for a battery storage facility consisting of multiple shipping containers container units at Gilestone, did the Cabinet Member agree that a development of this nature would be more appropriately cited on the Brownfield site brownfield sites, to which the Cabinet Member responded that they did not have the specific information surrounding this application but would provide a written response.

**Question from G.D.D. Carroll**

How much has the Council spent carrying out repairs and maintenance work on Llandough Hill in the past 3 years?

**Reply from the Cabinet Member for Neighbourhood and Building Services**

There has been £15,281.09 spent on highway maintenance works and £62,488.54 on resurfacing.

**Supplemental**

Councillor Carroll asked what action the Council was taking to ensure that its suppliers were held accountable for any defective repair works that may be carried out, to which the Cabinet Member responded that the Council had an inspection regime, and that people should bring forward any concerns or complaints they may have to be looked at.

## CABINET

Minutes of a Hybrid meeting held on 18<sup>th</sup> December 2025.

The meeting papers are available [here](#).

The recording of the meeting is available [here](#).

**To view the presentation and subsequent discussion for any Part I agenda item, please click the hyperlink contained in its title below.**

Present: Councillor L. Burnett (Chair); Councillors B.E. Brooks, R.M. Birch, G. John, S.D. Perkes, S. Sivagnanam, E. Williams, and M.R. Wilson.

Also Present: Councillors I.R. Buckley and Dr. I.J. Johnson.

### **C155          ANNOUNCEMENT –**

Attendees were advised of some housekeeping issues and advised that the meeting was being livestreamed, recorded, and would be uploaded to the Vale of Glamorgan Council's website as soon as practicable after the meeting.

### **C156          [DECLARATIONS OF INTEREST](#) –**

No declarations of interest were received.

### **C157          [MINUTES](#) –**

RESOLVED – T H A T the minutes of the meeting held on 4<sup>th</sup> December 2025 be approved as a correct record.

### **C158          [PROCUREMENT POLICY AND STRATEGY REVIEW \(REF\)](#) –**

The reference from Resources Scrutiny Committee which took place on 19<sup>th</sup> November 2025 was presented.

Comments from the Committee were presented in the reference with two recommendations for Cabinet consideration which were to ensure the clear and consistent use of the terms 'social value' and 'community wellbeing benefits' in the Procurement Policy and Strategy document and that a Local Spend Action Plan, to include a Local Supplier Directory, be created and included in the Procurement Policy and Strategy.

RESOLVED –

(1) ~~OBJ~~ T H A T the clear and consistent use of the terms ‘social value’ and ‘community wellbeing benefits’ in the Procurement Policy and Strategy document be referred to relevant Officers for action.

(2) T H A T the matter be referred to the Economy Team, in conjunction with the Procurement Team, to advise the best way forward to ensure the Council could attract suppliers from the local community.

Reason for decisions

(1-2) Having regard to the contents of the reference and discussions at the meeting.

**C159**      **[Q2 SICKNESS ABSENCE REPORT 2025/2026 \(REF\)](#)** –

The reference from Resources Scrutiny Committee which took place on 19<sup>th</sup> November 2025 was presented.

Comments from the Committee were presented in the reference with a lot of discussion and related recommendation concerning the ending of the Time to Change Wales programme which was linked to mental health challenges. The Vale of Glamorgan had a Mental Wellbeing Champion and champions throughout the Council.

RESOLVED – T H A T it be clarified how mental health support would continue to be provided so staff were aware how to access support as required.

Reason for decision

Having regard to the contents of the reference and discussions at the meeting.

**C160**      **[VALE 2030 PERFORMANCE MONITORING REPORT: QUARTER 2 2025/26 \(REF\)](#)** –

A reference from Joint Performance Scrutiny Committee which took place on 16<sup>th</sup> December 2025 was expected at the meeting, however no formal recommendations were passed for Cabinet consideration at the meeting. The Chief Executive did confirm that the comments of the Committee would be noted and recorded in the associated minutes of the meeting, which included: -

- discussion on school budgets and support provided for schools;
- missed benefit claims and integrated support provided for benefit claimants;
- how the Council used data and evidence as part of assessments;
- Youth Services;
- food strategies;
- housing and future plans;

- the fragility of bus services in the rural Vale of Glamorgan;
- transfers between primary and secondary schools for Welsh medium schools; and
- how the Council addressed public feedback.

One further matter concerned the shape that scrutiny should take going forward, which was a matter that would continue to be monitored as Joint Performance Scrutiny Committee evolved under the new Reshaping Scrutiny proposals. The creation of a performance dashboard was being explored for Members to be able to more easily access information and make performance monitoring effective and accessible as possible.

RESOLVED – T H A T the report and comments of the Joint Performance Scrutiny Committee be noted.

Reason for decision

Having regard to the contents of the reference and discussions at the meeting.

**C161**      **PRECEPT PAYMENT DATES 2026/27 (EL/PR) (SCRUTINY – RESOURCES SCRUTINY COMMITTEE) –**

The Leader presented the report to seek approval for the payment of precepts for 2026/27.

This was a matter for Executive decision.

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

(1)      T H A T payment due to the Police and Crime Commissioner for South Wales be paid in 12 equal instalments on the last working day of each month.

(2)      T H A T payment due to Town and Community Councils be paid in 3 equal instalments on the last working days of April, August, and December 2026.

Reason for decisions

(1-2) The dates were determined to optimise the Council's cash flow in line with the regulations.

**C162**      **COUNCIL TAX BASE 2026/27 (EL/PR) (SCRUTINY – RESOURCES SCRUTINY COMMITTEE) –**

The Leader presented the report to seek approval for the Council Tax Base for 2026/27.

This was a matter for Executive decision.

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED – T H A T pursuant to the report and in accordance with the Local Authorities (Calculation of Tax Base) Regulations, the amount calculated by the Vale of Glamorgan Council as its Council Tax Base for the year 2026/27 shall be:

- For the whole area: 64,634
- For the area of Town and Community Councils:

Barry	21,575	Pendoylan	377
Colwinston	374	Penllyn	1,229
Cowbridge with Llanblethian	3,040	Peterston-Super-Ely	558
Dinas Powys	4,067	Rhoose	3,258
Ewenny	466	St. Athan	1,832
Llancarfan	494	St. Brides Major	1,507
Llandough	981	St. Donats	224
Llandow	450	St. Georges and St. Brides-Super-Ely	243
Llanfair	394	St. Nicholas and Bonvilston	799
Llangan	481	Sully & Lavernock	2,896
Llanmaes	249	Welsh St. Donats	331
Llantwit Major	4,417	Wenvoe	1,572
Michaelston	256	Wick	554
Penarth	12,010		

#### Reason for decision

It was essential that the Council Tax Base was set in order that it could be submitted to the Welsh Government and used by Councils and levying bodies to set their precepts.

#### **C163 COUNCIL TAX REDUCTION SCHEME (EL/PR) (SCRUTINY – RESOURCES SCRUTINY COMMITTEE) –**

The Leader presented the report to confirm the re-adoption of the Council Tax Reduction National Scheme for 2026/27 based on regulations and to reconfirm the Council's discretions.

This was a matter for Executive decision and referral to Full Council for consideration.

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

(1) T H A T Cabinet recommended to Full Council that the Council Tax Reduction Schemes and Prescribed Requirements (Wales) Regulations SI 2013/3029 (“the Prescribed Requirements Regulations”) and the Council Tax Reduction Schemes (Prescribed Requirements and Default Scheme) (Wales) (Amendment) Regulations 2014 SI 2014/66 be adopted.

(2) T H A T any amendments to Regulations made by the Welsh Government were reflected in the scheme.

(3) T H A T the national scheme be adopted with the following discretions:

- That the Council should continue to allow Extended Payments up to a maximum of 4 weeks.
- That the Council should continue to disregard War Widow and War Disablement pensions in assessing income for Council Tax Reduction.
- That the Council should continue to allow Backdated Reductions for a period up to 26 weeks.

#### Reasons for decisions

(1) To enable the Council Tax Reduction Scheme to be approved by Council by 31<sup>st</sup> January 2026 and be in place for implementation from 1<sup>st</sup> April 2026.

(2) To ensure that the Council’s scheme continued to comply with regulation.

(3) To reconfirm the three local discretions.

#### **C164 COUNCIL TAX PREMIUMS ON LONG TERM EMPTY PROPERTIES AND SECOND HOMES (EL/PR) (SCRUTINY – RESOURCES SCRUTINY COMMITTEE) –**

The Leader presented the report to seek approval for the policy to be adopted for Council Tax Long Term Empty Properties and Second Homes for 2026/27.

The recommendations remained largely the same as was proposed the previous year, with two amendments to address unintended consequences that had been noted over the previous year concerning discretionary exemptions. Both amendments sought to remove any disincentives for potential purchasers to take on an empty property and bring it back into habitable use.

This was a matter for Executive decision and referral to Full Council for consideration.

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

(1) T H A T the following be referred to Full Council for consideration: -

- That the policy to not grant any level of discount for unoccupied dwellings that have remained so for 6 months which was agreed for 2025/26, be agreed for 2026/27.
- That the long-term empty property premium of 100% agreed by Full Council on 10<sup>th</sup> March 2025 for the 2025/26 financial year continue for such properties from 2026/27 that remain so for the period up to (but not including) 24 months.
- That the long-term empty property premium of 150% agreed by Full Council on 10<sup>th</sup> March 2025 for the 2025/26 financial year continue for such properties from 2026/27 that remain so for a continuous period of 24 months up to (but not including) 36 months.
- That the long-term empty property premium of 200% agreed by Full Council on 10<sup>th</sup> March 2025 for the 2025-26 financial year continue for such properties from 2026/27 that remain so for a continuous period of 36 months or more.
- That the premium of 100% for periodically occupied properties for the 2025/26 financial year agreed on 10<sup>th</sup> March 2025 be reaffirmed and continue for 2026/27.

(2) T H A T a discretionary exception from the long term empty property premium for a period of up to 3 months (or the date that property becomes occupied depending on which is earlier) be agreed, where a long term empty property had been purchased and the new owner was either not related to the vendor or they could provide evidence that the sale had been completed for a genuine market value. The exception would take effect for purchases that complete after 1<sup>st</sup> April 2026 and be relevant to the 2026/27 financial year.

(3) T H A T a discretionary exception from the long-term empty property premium for a period of up to 12 months (or the date that property becomes occupied depending on which was earlier) be agreed, where the vendor of the long-term empty property had already received a Class A exemption and the property still required major structural repairs. To qualify for the exception the property must have been purchased, and the new owner must either not be related to the vendor, or they must provide evidence that the sale had been completed for a genuine market value. The new owner must also provide evidence of the work required or the work be proven by inspection. The exception would take effect for purchases that complete after 1<sup>st</sup> April 2026 and be relevant to the 2026/27 financial year.

### Reasons for decisions

- (1) The Council was required to determine its policy on discounts in relation to unoccupied dwellings as defined in classes A, B and C to the Council Tax (Prescribed Class of Dwellings) (Wales) Regulations 1998 each year. The Council was required to determine its policy regarding premiums in respect of long-term empty properties and periodically occupied properties as defined in Sections 12A and 12B of the Local Government Finance Act 1992 as inserted by the Housing (Wales) Act 2014.
- (2) To remove a disincentive for potential purchasers to take on such a property knowing they may be eligible for an increased level of Council Tax charge and could result in long-term empty properties remaining unoccupied. It was felt that a period of 3 months would be sufficient for any general refurbishment work to be completed or for tenancies to be ceased on previous residencies and the property to become occupied.
- (3) To remove a disincentive for potential purchasers to take on such a property knowing they may be eligible for an increased level of Council Tax charge and could result in long-term empty properties in a serious state of disrepair remaining in that condition. A period of 12 months exception to the premium would be in line with the duration that would be granted for the equivalent Class A exemption.

### **C165 VALE OF GLAMORGAN COUNCIL: SCHOOL BALANCES (EL/PR) (SCRUTINY – START WELL SCRUTINY COMMITTEE) –**

The Leader presented the report to advise Members of the findings of the Auditor General for Wales' review of school deficit balances.

It was intended that the report be referred to the Start Well Scrutiny Committee and Governance and Audit Committee for consideration in the new year which would be the opportunity for Members to have a thorough discussion on the matter, with any recommendations being referred back to Cabinet for consideration accordingly.

Councillor Birch said it was a matter of concern for the schools involved, but wanted to assure the public, Members and school governors that the Finance Department was providing support and robust challenge regarding those budget positions with accountants assisting to advise where savings were possible to be made to allow schools to operate efficiently, provide value for money and ensure the best education for the children.

This was a matter for Executive decision.

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

- (1) T H A T the current position of school balances be noted.

(2) T H A T the findings from Audit Wales' review of School Balances (Appendix A), and the response to the review findings and Audit Wales' recommendations (Appendix B), including the proposed new corporate risk on School deficits (Appendix C) be noted.

(3) T H A T, subject to Resolution (2), the report be referred to the Start Well Scrutiny Committee (19<sup>th</sup> January, 2026) and thereafter to Governance and Audit Committee (23<sup>rd</sup> February, 2026) for their oversight with any recommendations from both Committees referred back to Cabinet for their consideration and endorsement of the proposed Council actions (Appendices B and C) and to address the recommendations.

#### Reasons for decisions

(1) To update Cabinet on the current position of school deficits.

(2) To provide for scrutiny of the findings of Audit Wales' review of the School Balances.

(3) To ensure the Council responds appropriately and implements areas of improvement as identified by Audit Wales.

#### **C166 UPDATE ON SUSTAINABLE COMMUNITIES FOR LEARNING PROGRAMME (EAWL) (SCRUTINY – START WELL SCRUTINY COMMITTEE) –**

The Cabinet Member presented the report to seek Cabinet approval to proceed with stage two contract for Ysgol Iolo Morganwg.

This was a matter for Executive decision.

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

(1) T H A T proceeding with the Stage two contract for Ysgol Iolo Morganwg Primary School with Kier be approved.

(2) T H A T the increase to the project and rolling programme to enable the Sustainable Communities for Learning (SCfL) team to submit the Full Business Case to Welsh Government be approved.

(3) T H A T the increase and reprofile of this scheme within the Capital Programmes set out in paragraphs 5.1 to 5.6 be approved.

### Reasons for decisions

- (1) To allow the Ysgol Iolo Morganwg Primary School Scheme to proceed to next stages of project delivery.
- (2) To increase the project and programme costs by a further £4,257,756 taking the project budget to £22,311,756 and a projected programme envelope to £89,839,053 (excluding £2.5m S106 land addition for Ysgol Iolo Morganwg). That would allow the team to proceed with the submission of the Full Business Case.
- (3) To amend the Capital Programme so that the Ysgol Iolo Morganwg scheme could progress.

### **C167      PROCUREMENT OF PENARTH ESCARPMENT – SLOPE STABILISATION WORKS (NBS) (SCRUTINY – PLACE SCRUTINY COMMITTEE) –**

The Cabinet Member presented the report to provide an update on the scheme and obtain delegated authority to award and execute the contract for the implementation of Penarth Escarpment Slope Stabilisation Works.

Councillor Wilson said that the Penarth escarpment had suffered multiple landslips, most recently in October 2025, creating an on-going safety risk to the marina boat yard and car parks at the base of the slope. The Council owned the land and was legally required to indemnify the leaseholder against slips and failures affecting the area. A single joint expert report confirmed significant safety risks and identified the need long-term stabilisation. The proposed solution was for a secure and robust anchored steel netting system along the escarpment to make future landslips negligible or unlikely, address public and operational safety risks, enable reinstatement of insurance cover, and settle the Lessee's claim against the Council.

The programme for implementation of the slope stabilisation works would be agreed with and managed in conjunction with the Lessee to minimise disruption to the marina and to the public, as well as reduce the risk for future expose to Lessee claims and have insurance in the area.

Councillor Wilson noted that his Portfolio title was incorrect in Recommendation (2), which was noted and would be amended accordingly.

The Leader said that the work would make a real difference to people living in the area.

This was a matter for Executive decision.

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

- (1) T H A T the detail and progress regarding the implementation of the Slope Stabilisation Scheme at Penarth Marina be noted.
- (2) T H A T delegated authority be granted to the Head of Neighbourhood Services, Head of Finance/S151 Officer, in consultation with the Cabinet Member for Neighbourhood and Building Services, to award the contract to the most economically advantageous tenderer in accordance with the contract terms.
- (3) T H A T delegated authority be granted to the Monitoring Officer/Head of Legal and Democratic Service to draft and execute the contract for the award of the Penarth Escarpment – Slope Stabilisation Works contract.

Reasons for decisions

- (1) For information purposes.
- (2) To ensure compliance with the Council's Contract Standing Orders and Financial Regulations.
- (3) To deal efficiently and promptly with the award and management of the contract following the procurement process.

**C168**      [HOUSING DEVELOPMENT PROGRAMME – PACKAGE DEAL AT CLIVE ROAD, ST ATHAN \(PSHTE\) \(SCRUTINY – PLACE SCRUTINY COMMITTEE\) –](#)

The Cabinet Member presented the report to inform Cabinet of a proposal to enter into a package deal contract with Edenstone Homes Ltd, for the delivery of 51no. new Council homes for social rent at Clive Road, St Athan.

Councillor Perkes said that the proposal was for much needed Council houses in the Western Vale of Glamorgan in St Athan and the confidential aspects would be discussed in the associated Part II matter on the agenda.

This was a matter for Executive decision.

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

- (1) T H A T the proposal to enter into a package deal contract with Edenstone Homes Ltd for the delivery of 51no. new Council homes at Clive Road, St Athan be noted.

(2) T H A T the requirement to take formal decisions on the progression of the above proposal, as part of the wider considerations detailed in the Part II report later on the agenda be noted.

Reasons for decisions

(1) To advise Cabinet of the intention to increase the supply of new Council owned homes.

(2) To ensure decisions were made to progress this proposed development of new Council owned homes.

**C169** [LOCAL LETTINGS POLICIES \(PHSTE\) \(SCRUTINY – PLACE SCRUTINY COMMITTEE\) –](#)

The Cabinet Member presented the report to approve an approach to local lettings which balanced the need to support existing communities with the Council's obligations to rehouse households who were in greatest need.

Councillor Perkes noted that the proposal was considered and accepted by the Place Scrutiny Committee, with no comments or suggestions for changes put forward for Cabinet consideration.

This was a matter for Executive decision.

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

(1) T H A T the proposal was considered and accepted by the Place Scrutiny Committee, with no comments or suggestions for changes put forward.

(2) T H A T the proposal be approved that local lettings policies should continue to be applied on rural exception sites and in minor rural settlements and those policies remain in perpetuity i.e. for future relets of existing social rented homes.

(3) T H A T the use of a cascade / staged approach to be utilised in future for all new lets (which were not on rural exception sites or within minor rural settlements) be approved.

(4) T H A T the list of minor rural settlements where local lettings policies would apply be reviewed following the adoption of the Replacement Local Development Plan.

Reasons for decisions

(1) To provide Place Scrutiny Committee with an opportunity to consider and comment on the draft proposal, prior to a Cabinet decision.

(2) To ensure that homes were let in accordance with planning requirements and homes in minor rural settlements were available to applicants with local connections to that area.

(3) To ensure that the Council could balance the need to support and sustain rural communities with the Council's obligations to rehouse households in greatest need, including homeless people and that social housing was accessed by households with a recognised housing need.

(4) To ensure consistency with the Council's latest planning policy framework.

**C170**      **6 CASTLE GREEN, HOUSING REFURBISHMENT PROJECT 2025/26 (PHSTE) (SCRUTINY – PLACE SCRUTINY COMMITTEE) –**

The Cabinet Member presented the report to request Cabinet approval for delegated authority to accept the most advantageous tender and execute the contract for the Housing 6 Castle Green Refurbishment Project 2025/26.

Councillor Perkes said that the confidential aspects would be discussed in the associated Part II matter on the agenda.

This was a matter for Executive decision.

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED – T H A T the contents of the report be noted, with a view to taking decisions on the award of the contract detailed within the Part II report later on the agenda.

Reason for decision

To advise of the current position with the particular contract.

**C171**      **VALE OF GLAMORGAN DEPOSIT REPLACEMENT LOCAL DEVELOPMENT PLAN (RLDP) 2021-2036, REVISED DELIVERY AGREEMENT AND GREEN INFRASTRUCTURE STRATEGY (CEERS) (SCRUTINY – PLACE SCRUTINY COMMITTEE) –**

The Cabinet Member presented the report to seek approval of the revised Delivery Agreement for submission to the Welsh Government and endorsement of the Replacement Local Development Plan (RLDP) Deposit Plan and supporting documents for public consultation.

Councillor Sivagnanam said the proposal was a significant milestone in terms of shaping the future for communities in the Vale of Glamorgan, ensuring sustainable growth, jobs, and infrastructure that residents required. Consultation and

engagement had taken place with residents and stakeholders at every stage and Full Council in September 2024 approved the Preferred Strategy which set out the vision and objectives for the future as well as identifying the levels of growth planned for the Vale of Glamorgan and where growth should be located.

The Deposit Plan was the next formal stage in the process, setting the detailed planning policy framework to address some of the Vale of Glamorgan's key challenges, including affordable housing, responding to climate change and the nature emergency, Placemaking and improving the health and wellbeing of residents.

An extensive evidence base would support the Deposit Plan, including a Green Infrastructure Strategy and Supplementary Planning Guidance on healthy Placemaking which would be published alongside the Deposit RLDP and form part of the consultation process.

This was a matter for Executive decision and referral to Full Cabinet for consideration.

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

(1) T H A T the contents of the report and the implications for the Replacement Local Development Plan (RLDP) timetable be noted.

(2) T H A T the report be referred to Place Scrutiny Committee for their consideration on 6<sup>th</sup> January 2026. Following their consideration, the Place Scrutiny Committee refers any recommendations back to Cabinet (8<sup>th</sup> January 2026) for their final consideration prior to Cabinet referring this report with the recommendations of the Place Scrutiny Committee and Cabinet's responses to Full Council (12<sup>th</sup> January 2026) for consideration and approval. Should Place Scrutiny Committee have no further recommendations to refer to Cabinet for consideration, that the report be referred to Full Council (12<sup>th</sup> January 2026) for:

a) Approval of the RLDP revised Delivery Agreement and submission to Welsh Government for their formal approval.

b) Approval of the Deposit Replacement Local Development Plan and supporting documents, including the draft Green Infrastructure Strategy and draft Healthy Placemaking Supplementary Planning Guidance for public consultation.

(3) T H A T following Welsh Government approval of the revised Delivery Agreement, copies be made available for inspection at the Council's principal office during normal office hours and published on the Council's web site.

(4) T H A T delegated authority be granted to the Head of Sustainable Development to make any further typographical or other minor amendments to the

revised Delivery Agreement as required by the Welsh Government, and to the Deposit RLDP and supporting documents.

Reasons for decisions

- (1) To advise Council of the progress made on the RLDP.
- (2) To approve the revisions to the Council's revised Delivery Agreement and to enable public consultation of the Deposit in accordance with Regulation 17 of the Town and Country Planning (Local Development Plan) (Wales) Regulations 2005 (as amended).
- (3) To comply with Regulation 9 of the Town and Country Planning (Local Development Plan) (Wales) Regulations 2005 (as amended).
- (4) To make typographical or minor changes as necessary without the need to seek Cabinet or Full Council approval.

**C172 EXCLUSION OF PRESS AND PUBLIC –**

RESOLVED – T H A T under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 4 of Schedule 12A (as amended) of the Act, the relevant paragraphs of the Schedule being referred to in brackets after the minute heading.

**C173 HOUSING DEVELOPMENT PROGRAMME – PACKAGE DEAL AT CLIVE ROAD, ST ATHAN (PSHTE) (EXEMPT INFORMATION – PARAGRAPHS 13 AND 14) (SCRUTINY – PLACE SCRUTINY COMMITTEE) –**

The Cabinet Member presented the report to inform Cabinet of a proposal to enter into a package deal contract with Edenstone Homes Ltd, for the delivery of 51no. new Council homes for social rent at Clive Road, St Athan (the Scheme).

This was a matter for Executive decision.

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

- (1) T H A T subject to the Scheme being financially viable in accordance with the Council's Development Viability Appraisal Criteria, agreeing a land value for the land at Clive Road, St Athan and Edenstone Homes Ltd obtaining planning permission for the development; delegated authority be granted to the Head of Housing and Building Services, in consultation with the Cabinet Member for Public Sector Housing and Tenant Engagement and the Head of Finance/Section 151 Officer, to accept the offer and contract sum from Edenstone Homes Ltd and agree terms and conditions

to enter into a package deal contract for the acquisition of the land at Clive Road, St Athan and the development of the site in its entirety.

(2) T H A T subject to the conditions of Resolution (1), the Monitoring Officer / Head of Legal and Democratic Services be authorised to agree, prepare, execute and complete as necessary all contracts and agreements required to procure and facilitate the delivery of the Scheme at Clive Road, St Athan. This would include all necessary third-party agreements with the Statutory Authorities.

(3) T H A T authority to publish a Voluntary Ex-Ante Transparency ("VEAT") Notice in respect of the package deal contract with Edenstone Land Ltd, in the Official Journal of the European Union via the Sell2Wales portal be granted.

#### Reasons for decisions

(1) To progress the Scheme and accept a tendered sum from and award a contract to Edenstone Homes Ltd.

(2) To allow the Council to enter into a package deal contract with Edenstone Homes Ltd.

(3) To comply with the external legal advice concerning compliance with public procurement law and to minimise the risk to the Council of progressing the Scheme.

#### **C174 6 CASTLE GREEN, HOUSING REFURBISHMENT PROJECT 2025/26 (PHSTE) (EXEMPT INFORMATION – PARAGRAPHS 12, 14 AND 12A) (SCRUTINY – PLACE SCRUTINY COMMITTEE) –**

The Cabinet Member presented the report to request Cabinet approval for delegated authority to accept the most advantageous tender and execute the contract for the 6 Castle Green, Housing Refurbishment Project 2025/26.

This was a matter for Executive decision.

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

(1) T H A T the award of the 6 Castle Green Housing Refurbishment Project 2025/26 contract to ARC Contracting Ltd be approved.

(2) T H A T delegated authority be granted to the Director of Environment and Housing and Monitoring Officer/Head of Legal and Democratic Services, in consultation with the Cabinet Member for Public Sector Housing and Tenant Engagement to accept to the most advantageous tender and to prepare and execute a Joint Contracts Tribunal (JCT) Intermediate Contract 2016 with ARC Contracting Ltd.

Reasons for decisions

- (1) To comply with the Council's Contract Standing Orders, which require contracts with a value in excess of £300k to be agreed by Cabinet.
- (2) To enable the contract documentation to be finalised with the successful contractor.

## RESOURCES SCRUTINY COMMITTEE

Minutes of a Remote meeting held on 19<sup>th</sup> November 2025.

The meeting papers are available [here](#).

The recording of the meeting is available [here](#).

**To view the presentation and subsequent discussion for any Part I agenda item, please click the hyperlink contained in its title below.**

Present: Councillor J. Protheroe (Chair); Councillor E. Goodjohn (Vice-Chair); Councillors S. Campbell, G.D.D. Carroll, P. Drake, R. Fisher, C.P. Franks, E.J. Goodjohn, Dr. I.J. Johnson, B. Loveluck-Edwards, J.M. Norman, and N.J. Wood.

Also present: Councillors L. Burnett (Executive Leader and Cabinet Member for Performance and Resources) and E. Williams (Cabinet Member for Social Care and Health).

### [447 ANNOUNCEMENT –](#)

Prior to the commencement of the business of the Committee, the Chair read the following statement: “May I remind everyone present that the meeting will be live streamed as well as recorded via the internet and this recording archived for future viewing.”

### [448 DECLARATIONS OF INTEREST –](#)

No declarations of interest were received.

### [449 MINUTES –](#)

RECOMMENDED – T H A T the minutes of the meeting held on 17<sup>th</sup> September 2025 be approved as a correct record.

### [450 WELSH LANGUAGE STANDARDS ANNUAL MONITORING REPORT 2024-2025 \(REF\) –](#)

The reference from Cabinet of 4<sup>th</sup> September 2025 as contained within the agenda was presented by the Operational Manager for Corporate Communications.

Following discussion of the item, Committee:

RECOMMENDED – T H A T the report and appendices be endorsed.

Reason for recommendation

To allow the Council to meet its reporting duty to the Welsh Commissioner as part of the Welsh Language Standards.

451 PROCUREMENT POLICY AND STRATEGY REVIEW (REF) –

The reference from Cabinet of 4<sup>th</sup> September 2025 as contained within the agenda was presented by the Head of Finance / Section 151 Officer.

Following discussion of the item, Committee:

## RECOMMENDED –

- (1) T H A T the report be referred to Cabinet in order for them to consider Recommendations (2) and (3).
- (2) T H A T officers ensure that the use of the terms ‘social value’ and ‘community wellbeing benefits’ are clear and consistent throughout the Procurement Policy and Strategy document.
- (3) T H A T a Local Spend Action Plan, to include a Local Supplier Directory, be created and included in the Procurement Policy and Strategy.

Reasons for recommendations

- (1) To advise Cabinet of the views and recommendations of the Resources Scrutiny Committee, having reviewed the Draft Policy and Strategy.
- (2) To ensure clarity in the document, as the terms were often used interchangeably.
- (3) To maximise the Council’s potential, spend with local businesses.

452 Q2 SICKNESS ABSENCE REPORT 2025/2026 (DCR) –

The report was presented by the Operational Manager for Employee Services and set out the sickness absence figures for the period 1<sup>st</sup> April to 30<sup>th</sup> September 2025 as part of the agreed performance management arrangements.

Following discussion of the item, Committee:

RECOMMENDED – T H A T the report be noted, and referred to Cabinet alongside the views of the Resources Scrutiny Committee, and its recommendation as follows:

- T H A T, given that the Time to Change Wales programme to support people with mental health challenges has now ended, this be made clearer in reporting, and consideration be given to how similar support for staff members

can be continued, particularly in relation to the Council's obligations under the Time to Change Wales programme, and to maintaining the Council's group of Mental Health Champions, going forward.

Reason for recommendation

To make Cabinet aware of the views of this Committee, and to avoid this support for staff members being degraded or lost over time, now that the programme has ended, and without this source of training.

453 UPDATED FORWARD WORK PROGRAMME SCHEDULE 2025/26 (DCR) –

The report was presented by the Democratic Services Officer and Councillor Loveluck-Edwards, who gave an update on progress of the Committee's Task and Finish Review on Tackling Misinformation, as the group's Chair. An updated Forward Work Programme (FWP) Schedule for 2025/26 was attached at Appendix A to the report and Members of the Committee were asked to consider the contents for approval.

Following discussion of the item, Committee:

RECOMMENDED –

- (1) T H A T, subject to updates regarding the school budgets report and C1V update report being included, the Forward Work Programme be agreed.
- (2) T H A T a summary of the Decision Tracking Data relevant to the Resources Scrutiny Committee be presented to the Committee as part of the biannual Forward Work Programme Monitoring Reports.

Reasons for recommendations:

- (1) To agree the items, topics, and delivery methods that the Resources Scrutiny Committee will consider for the remainder of the 2025/26 Municipal year, and to update the Forward Work Programme published on the Council's website.
- (2) To provide a six-monthly update to Committee Members on the data readily available, and to maintain an understanding of the Committee's impact in supporting the Council's decision-making processes.

No.

## PLANNING COMMITTEE

Minutes of a Hybrid meeting held on 15<sup>th</sup> January 2026.

The meeting papers are available [here](#).

The recording of the meeting available [here](#).

**To view the presentation and subsequent discussion for any Part I agenda item, please click the hyperlink contained in its title below.**

Present: Councillor N.C. Thomas (Chair); Councillor M.R. Wilson (Vice-Chair);  
Councillors: J. Aviet, G. Bruce, I.R. Buckley, C.A. Cave, J.E. Charles, C.M. Cowpe,  
P. Drake, A.M. Ernest, W. Gilligan, N.P. Hodges, Dr. I.J. Johnson, H.M. Payne,  
I.A.N. Perry, C. Stallard and E. Williams.

Also present: Councillors W.A. Hennessy, G. John (Cabinet Member for Leisure,  
Sport, and Wellbeing) and R. Sivagnanam (Cabinet Member for Community  
Engagement, Equalities and Regulatory Services).

<b>Name of Speaker</b>	<b>Application No. and Details</b>	<b>Reason for Speaking</b>
Mr Paul Thomas	2021/00209/FUL - Land at Sigingstone	Objectors to the application or their representative
Ms Sarah Brewer	2021/00209/FUL - Land at Sigingstone	A representative of a Town or Community Council
Mrs Catherine Blyth	2021/00209/FUL - Land at Sigingstone	The applicant or their representative
Mr James Scarborough	2023/00815/FUL - BSW Holdings Ltd, Units 60-62 Dyffryn Business Park	The applicant or their representative
Mr Dennis Clarke	2024/00959/FUL - Berth 31, Port of Barry, Wimborne Road, Barry *	Objectors to the application or their representative
Mr Lynden Mack	2024/00959/FUL - Berth 31, Port of Barry, Wimborne Road, Barry *	Objectors to the application or their representative
Mr Paul Robertson	2024/00959/FUL - Berth 31, Port of Barry, Wimborne Road, Barry *	Objectors to the application or their representative
Mr Tom Dunn	2024/00959/FUL - Berth 31, Port of Barry, Wimborne Road, Barry *	The applicant or their representative

\* This Planning application was deferred at the start of the meeting concerning this item and therefore the registered speakers in attendance did not speak.

No.

569 ANNOUNCEMENT –

Prior to the commencement of the business of the Committee, the Chair read the following statement: “May I remind everyone present that the meeting will be live streamed as well as recorded via the internet and this recording archived for future viewing.”

571 [DECLARATIONS OF INTEREST](#) –

No declarations of interest were received.

570 [MINUTES](#) –

RESOLVED – T H A T the minutes of the meeting held on 9<sup>th</sup> October 2025 be approved as a correct record.

572 [BUILDING REGULATION APPLICATIONS AND OTHER BUILDING CONTROL MATTERS DETERMINED BY THE HEAD OF SUSTAINABLE DEVELOPMENT UNDER DELEGATED POWERS \(HSD\)](#) –

RESOLVED –

- (1) T H A T the passed building regulation applications, as listed in Section (a) of the report, be noted.
- (2) T H A T the rejected building applications, as listed in Section (b) of the report, be noted.
- (3) T H A T the serving of Notices under Building (Approved Inspectors Etc.) Regulations 2000, as listed in Section (c) of the report, be noted.
- (4) T H A T Section 32 of the Building Act, 1984 be implemented in order to serve notices in respect of plans which are three or more years old and that the serving of such notices, as listed in Section (d) of the report, be noted.

573 [PLANNING APPLICATIONS DETERMINED BY THE HEAD OF SUSTAINABLE DEVELOPMENT UNDER DELEGATED POWERS \(HSD\)](#) –

RESOLVED – T H A T the applications as outlined within the report, on pages 12 through 20, under the above delegated powers, be noted.

No.

574 [APPEALS \(HSD\)](#) –

RESOLVED –

- (1) T H A T the Planning Appeals received following the refusal of the Council to grant planning permission, as detailed in Section (a) of the report, be noted.
- (2) T H A T the Enforcement Appeals received, as detailed in Section (b) of the report, be noted.
- (3) T H A T the Planning Appeal Decisions, as detailed in Section (c) of the report, be noted.
- (4) T H A T the Enforcement Appeal Decisions, as detailed in Section (d) of the report, be noted.
- (5) T H A T the statistics relating to appeals for the period April 2025 – March 2026, as detailed in Section (e) of the report, be noted.

575 [TREES \(HSD\)](#) –

(i) [Delegated Powers](#) –

RESOLVED – T H A T the applications as outlined within the report, on pages 33 through to 34, as determined by the Head of Sustainable Development under delegated powers, be noted.

(ii) [2025/00007/TREE Boverton Castle](#) –

The application was required to be determined by Planning Committee under the Council's approved scheme of delegation because objections had been received following the Tree Preservation Order being made.

RESOLVED – T H A T Tree Preservation Order No. 3 of 2025 relating to Boverton Castle, Eagleswell Road, Boverton, Llantwit Major, be confirmed.

Reason for decision

Having regard to the Council's duties under the Equality Act 2010 the proposed imposition of a TPO did not have any significant implications for, or effect on, persons who shared a protected characteristic.

It was considered that the decision complied with the Council's well-being objectives and the sustainable development principle in accordance with the requirements of the Well-being of Future Generations (Wales) Act 2015.

The appropriate marine policy documents had been considered in the determination of this application in accordance with Section 59 of the Marine and Coastal Access Act 2009.

No.

576 [PLANNING APPLICATIONS \(HSD\)](#) –

RESOLVED – T H A T in pursuance of the powers delegated to the Committee, the following applications be determined as indicated and any other necessary action be taken.

[2024/00959/FUL](#)

Received on 10 December 2024

(P. 47)

**APPLICANT:** Southwest Wood Products Limited Clifton Moor, Clifton, Penrith, CA10 2EY

**AGENT:** Lesley Loane Roundhouse Cottages, Bridge Street, Frome, BA11 1BB

[Berth 31, Port of Barry, Wimborne Road, Barry](#)

A change of use to a wood processing facility.

DEFERRED – This application was deferred following a number of written representations having been received as part of the ‘Matters Arising’ documentation produced in relation to this application and report, which require further consideration by Planning officers for the Vale of Glamorgan Council.

Reason for decision

In order to give Planning officers for the Council adequate time to review and address the various matters arising information and written representations provided in relation to this application and planning report.

[2022/00396/FUL](#)

Received on 7 May 2025

(P. 66)

**APPLICANT:** Mrs Lorraine Garrad-Jones Gileston Manor, Gileston Road, Gileston, CF62 4HX

**AGENT:** Keiron Lediard Office 16 (House 1, 2<sup>nd</sup> Floor), The Maltings, East Tyndall Street, Cardiff, CF24 5EA

[Gileston Manor, Gileston Road, Gileston](#)

Application for the dual use of the Manor House (use as guest accommodation and ceremony venue, whilst remaining a permanent residence dwellinghouse) and the expansion of the site area permitted in association with the use of the venue.

WITHDRAWN – following discussions with the applicant to withdraw this application.

Reason for decision

Withdrawn based on the decision by the applicant to do so.

No.

[2021/00209/FUL](#)

Received on 17 February 2021

(P. 87)

**APPLICANT:** Mr and Mrs A W Morgan and Newydd Housing Association c/o Agent

**AGENT:** Mr Pete Sulley Asbri Planning Ltd., Unit 9, Oak Tree Court, Cardiff Gate Business Park, Cardiff, CF23 8RS

**Land to the South West of Sizingstone**

Proposed residential development of 10 dwellings and associated infrastructure works

Following discussions on this application, and due to there being no unanimity on this, a vote was called. This was requested by Committee Members to be a Recorded Vote, which took place as follows:

<b>Member</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
J. Aviet	√		
G. Bruce		√	
I.R. Buckley	√		
C.A. Cave		√	
J.E. Charles		√	
C.M. Cowpe		√	
P. Drake	√		
A.M. Ernest		√	
W. Gilligan	√		
N.P. Hodges	√		
Dr. I.J. Johnson		√	
H.M. Payne	√		
I.A.N. Perry		√	
C. Stallard	√		
N.C. Thomas	√		
E. Williams	√		
M.R. Wilson	√		
<b>TOTAL</b>	<b>10</b>	<b>7</b>	<b>0</b>

Therefore, the officer recommendations were carried. Following the above vote and discussions at the Committee, it was

**RESOLVED – T H A T** subject to Welsh Government removing the holding direction the application be

No.

APPROVED subject to the following condition(s):

1. The development shall begin no later than five years from the date of this decision.

Reason:

To comply with the requirements of Section 91 of the Town and Country Planning Act 1990.

2. The development shall be carried out in accordance with the following approved plans and documents:

s.7740-P-03 A Suds Details (received 17/02/2021)  
AMENDED - 2103-000 Site Survey (received 16/02/2022)  
Site Location Plan (received 16/02/2022)  
783.01 reva Landscape Proposals 16.06.25 (received 02/07/2025)  
783/02 reva Landscape Planting Plan 23/06/2025 (received 02/07/2025)  
2103-002ZD site plan.pdf (received 08/10/2025)  
2103-010F flat plans + elevations.pdf (received 08/10/2025)  
2103-011D house plans (6P4B + 5P3B).pdf (received 08/10/2025)  
2103-012D house elevations.pdf (received 08/10/2025)  
2103-013G bungalow plan + elevations.pdf (received 08/10/2025)  
2103-014A house plans (4P2B).pdf (received 08/10/2025)  
2103-015 street elevation.pdf  
2103-002ZE site plan.pdf (received 05/12/2025)  
Ecological Impact Assessment, Project: Sigingstone, Cowbridge, Vale of Glamorgan, V1, Dated March 2025 by Ecological Services Ltd. – Sections 4 and 5.  
Tree Survey, Project: Sigingstone, Cowbridge, Vale of Glamorgan, V1.0, dated July 2020, by Ecological Services Ltd. – Sections 10 and 11.  
783.03 Plant Schedules and Specification (received 02/07/2025)

Reason:

For the avoidance of doubt as to the approved development and to accord with Circular 016:2014 on The Use of Planning Conditions for Development Management.

3. This permission relates specifically to the provision of 10 affordable housing units. The affordable housing shall be provided in accordance with the approved scheme and shall meet the definition of affordable housing in Annex B of the Welsh Government Technical Advice Note 2 on Affordable Housing or any future guidance that replaces it.

Reason:

In order to ensure that the site delivers appropriate provision of affordable housing to meet the identified need and to ensure compliance with the terms of Policies SP1 (Delivering the Strategy), SP4 (Affordable Housing Provision),

No.

MG4 (Affordable Housing), MD4 (Community Infrastructure and Planning Obligations), and MD10 (Affordable Housing Settlements Outside of Settlement Boundaries) of the Local Development Plan.

4. Notwithstanding the submitted details, prior to their use in the development a schedule of materials (including samples) to be used in the construction of the development hereby approved shall be submitted to and approved in writing by the Local Planning Authority. The development shall be completed in accordance with the approved details prior to the first beneficial use of the development.

Reason:

To safeguard local visual amenities, as required by Policies SP1 (Delivering the Strategy) and Policy MD2 (Design of New Development) of the Local Development Plan.

5. Notwithstanding the submitted plans and details, prior to the beneficial occupation of any unit, full details of the local area of play (LAP) including equipment and details of a schedule of maintenance, shall be submitted to and approved in writing by the Local Planning Authority. The local area of play (LAP) shall be completed in accordance with the approved details prior to beneficial occupation of any of the residential units hereby approved and shall thereafter be maintained in accordance with the approved details.

Reason:

To safeguard local amenity, as required by Policies MD2 (Design of New Development) and SP1 (Delivering the Strategy) of the Local Development Plan.

6. All means of enclosure associated with the development hereby approved shall be completed in accordance with a scheme to be submitted to and agreed in writing by the Local Planning Authority and include hedgehog friendly (130 mm square) gaps. The means of enclosure shall be completed in accordance with the approved details prior to the first beneficial use of the development.

Reason:

To safeguard local visual amenities and secure biodiversity enhancement, and to ensure compliance with Policies SP1 (Delivering the Strategy), MD2 (Design of New Development) and MD9 (Promoting Biodiversity) of the Local Development Plan.

7. The biodiversity enhancement measures set out in plan ref:783.01 reva Landscape Proposals 16.06.25 (received 02/07/2025) and 783/02 reva Landscape Planting Plan 23/06/2025 (received 02/07/2025 and document ref: GI Statement June 2025 and 2025 03 Ecological Impact Assessment shall be carried out in full prior to the first beneficial occupation or use of the

No.

development and thereafter retained and maintained in accordance with the approved details whilst the development remains in existence.

Reason:

In the interests of ecology and to ensure compliance with Policies SP1 (Delivering the Strategy) and MD9 (Promoting Biodiversity) of the Local Development Plan.

8. Any vegetation clearance must be undertaken outside the nesting season, which is generally recognised to be from March to August inclusive, unless it can be first demonstrated that nesting birds are absent.

Reason:

In order to ensure that no protected species are adversely affected by the development and to ensure compliance within the interests of ecology and to ensure compliance with Policies SP1 (Delivering the Strategy) and MD9 (Promoting Biodiversity) of the Local Development Plan.

9. All planting, seeding or turfing comprised in the approved details of landscaping shall be carried out in the first planting and seeding seasons following the occupation of the buildings or the completion of the development, whichever is the sooner; and any trees or plants which within a period of 5 years from the completion of the development die, are removed or become seriously damaged or diseased shall be replaced in the next planting season with others of similar size and species.

Reason:

To ensure satisfactory maintenance of the landscaped area to ensure compliance with Policies SP1 (Delivering the Strategy), SP10 (Built and Natural Environment), MD1 (Location of New Development) and MD2 (Design of New Developments) of the Local Development Plan.

10. Notwithstanding the submitted details, no development shall take place, including site clearance, until a site wide dormouse Conservation Plan has been submitted to and approved in writing by the Local Planning Authority. The Conservation Plan should include:

- i) An assessment of the impacts of the proposals upon dormice. This should consider direct and indirect impacts and address the construction and operational phases. Clarification of the extent and distribution of existing habitat; habitat lost, habitat to be retained, enhanced, and any habitat to be created; and an assessment of their condition and value for dormice.
- ii) Details of the desired conditions of features (present and to be created) at the site.
- iii) A site clearance strategy which details the protective measures and procedures to be taken to avoid or minimise the impacts of works on dormice.

No.

This should include measures to prevent or reduce incidental capture or killing and actions to be taken in the event dormice are found.

iv) Details of timing, phasing and duration of construction activities and conservation measures.

v) Details of short and long-term management, monitoring and maintenance of new and existing landscape, environmental and ecological features at the site to deliver and maintain the desired condition.

The protection and management plan shall then be completed in accordance with the timings approved by the local planning authority.

Reason:

In the interests of ecology and to ensure compliance with Policies SP1 (Delivering the Strategy), MD9 (Promoting Biodiversity), MG19 (Sites and Species of European Importance) and MG20 (Nationally Protected Sites and Species)] of the Local Development Plan.

11. No development shall take place until a Great Crested Newt protection plan has been submitted to and approved in writing by the Local Planning Authority. The Great Crested Newt protection plan shall include:

i) A plan showing Great Crested Newt protection zones;

ii) Details of development and construction methods within Great Crested Newt protection zones and measures to be taken to minimise the impact of any works; and

iii) Details of phasing of completion of the protection plan.

The Great Crested Newt protection plan shall be completed in accordance with the approved phasing and shall be retained at all times in accordance with the approved details.

Reason:

In the interests of ecology and to ensure compliance with Policies SP1 (Delivering the Strategy) MG19 (Sites and Species of European Importance) / MG20 (Nationally Protected Sites and Species) of the Local Development Plan.

12. If within a period of 5 years from the date of the planting of any tree proposed as part of the landscaping scheme, or any tree planted in replacement of it, is removed, uprooted or destroyed or dies or becomes, in the opinion of the Local Planning Authority, seriously damaged or defective, another tree of the same species and size as that originally planted shall be planted at the same place during the next planting season immediately following the death/removal/destruction of that tree.

No.

Reason:

In order to avoid damage to trees on or adjoining the site which are of amenity value to the area and to ensure compliance with Policies SP1 (Delivering the Strategy), SP10 (Built and Natural Environment), MD1 (Location of New Development) and MD2 (Design of New Developments) of the Local Development Plan.

13. No development shall commence, including any works of demolition, until a Construction Environment Management Plan (CEMP) has been submitted to, and approved in writing by, the Local Planning Authority. The CEMP shall include the following details:
- i) the parking of vehicles of site operatives and visitors;
  - ii) loading and unloading of plant and materials;
  - iii) storage of plant and materials used in constructing the development;
  - iv) the erection and maintenance of security hoarding including decorative displays and facilities for public viewing, where appropriate;
  - v) wheel washing facilities;
  - vi) measures to control and mitigate the emission of dust, smoke, other airborne pollutants, and dirt during construction;
  - vii) a scheme for recycling/disposing of waste resulting from demolition and construction works.
  - viii) hours of construction;
  - ix) lighting;
  - x) management, control and mitigation of noise and vibration;
  - xi) odour management and mitigation;
  - xii) diesel and oil tank storage areas and bunds;
  - xiii) how the developer proposes to accord with the Considerate Constructors Scheme ([www.considerateconstructorscheme.org.uk](http://www.considerateconstructorscheme.org.uk)) during the course of the construction of the development; and
  - xiii) a system for the management of complaints from local residents which will incorporate a reporting system.
  - xv) General Site Management: details of the construction programme including timetable, details of site clearance; details of site construction drainage, containments areas, appropriately sized buffer zones between storage areas (of spoil, oils, fuels, concrete mixing and washing areas) and any watercourse or surface drain.
  - xvi) Pollution Prevention: demonstrate how relevant Guidelines for Pollution Prevention and best practice will be implemented, including details of emergency spill procedures and incident response plan.
  - xvii) Soil management: phasing of the development to minimise exposed ground The CEMP shall be implemented as approved during the site preparation and construction phases of the development.
  - xviii) Preconstruction bat survey is undertaken of tree T9.
  - xix) Details of any generators or piling activities (including timings)

The construction of the development shall be undertaken in accordance with the approved CEMP.

No.

Reason:

To ensure that the construction of the development is undertaken in a neighbourly manner and in the interests of the protection of amenity and the environment and to ensure compliance with the terms of Policies SP1 (Delivering the Strategy) and MD7 (Environmental Protection) of the Local Development Plan.

14. In the event that contamination is found at any time when carrying out the approved development that was not previously identified it must be reported in writing within 2 days to the Local Planning Authority, all associated works must stop, and no further development shall take place until a scheme to deal with the contamination found has been submitted to and approved in writing by the Local Planning Authority. An investigation and risk assessment must be undertaken and where remediation is necessary a remediation scheme and verification plan must be prepared and submitted to and approved in writing by the Local Planning Authority. Following completion of measures identified in the approved remediation scheme a verification report must be submitted to and approved in writing by the Local Planning Authority. The timescale for the above actions shall be agreed with the LPA within 2 weeks of the discovery of any unsuspected contamination.

Reason:

To ensure that any unacceptable risks from land contamination to the future users of the land, neighbouring land, controlled waters, property and ecological systems are minimised, and to ensure that the development can be carried out safely without unacceptable risks to workers, neighbours and other offsite receptors in accordance with Policies SP1 (Delivering the Strategy) and MD7 (Environmental Protection) of the Local Development Plan.

15. Any aggregate (other than virgin quarry stone) or recycled aggregate material to be imported shall be assessed for chemical or other potential contaminants in accordance with a scheme of investigation which shall be submitted to and approved in writing by the Local Planning Authority in advance of its importation. Only material approved by the Local Planning Authority shall be imported. All measures specified in the approved scheme shall be undertaken in accordance with Pollution Control's Imported Materials Guidance Notes. Subject to approval of the above, sampling of the material received at the development site to verify that the imported soil is free from contamination shall be undertaken in accordance with a scheme and timescale to be agreed in writing by the LPA.

Reason:

To ensure that the safety of future occupiers is not prejudiced in accordance with Policies SP1 (Delivering the Strategy) and MD7 (Environmental Protection) of the Local Development Plan.

No.

16. Any topsoil [natural or manufactured], or subsoil, to be imported shall be assessed for chemical or other potential contaminants in accordance with a scheme of investigation which shall be submitted to and approved in writing by the Local Planning Authority in advance of its importation. Only material approved by the Local Planning Authority shall be imported. All measures specified in the approved scheme shall be undertaken in accordance with Pollution Control's Imported Materials Guidance Notes. Subject to approval of the above, sampling of the material received at the development site to verify that the imported soil is free from contamination shall be undertaken in accordance with a scheme and timescale to be agreed in writing by the LPA.

Reason:

To ensure that the safety of future occupiers is not prejudiced in accordance with Policies SP1 (Delivering the Strategy) and MD7 (Environmental Protection) of the Local Development Plan.

17. Any site won material including soils, aggregates, recycled materials shall be assessed for chemical or other potential contaminants in accordance with a sampling scheme which shall be submitted to and approved in writing by the Local Planning Authority in advance of the reuse of site won materials. Only material which meets site specific target values approved by the Local Planning Authority shall be reused.

Reason:

To ensure that the safety of future occupiers is not prejudiced in accordance with Policies SP1 (Delivering the Strategy) and MD7 (Environmental Protection) of the Local Development Plan.

18. Prior to the commencement of development, a Construction Traffic Management Plan shall be submitted to and approved in writing by the Local Planning Authority. The Management Plan shall include details of parking for construction traffic, the proposed routes for heavy construction vehicles, timings of construction traffic and means of defining and controlling such traffic routes and timings. The development shall be carried out in accordance with the approved Management Plan.

Reason:

To ensure that the parking provision and highway safety in the area are not adversely affected by the construction of the development and to meet the requirements of Policies SP1 (Delivering the Strategy) / MD2 (Design of New Developments) and MD7 (Environmental Protection) of the Local Development Plan.

19. Prior to the commencement of any works, full engineering details of all traffic arrangements (including carriageways, footways, kerb radii, means of surfacing, materials, crossing points, street lighting, drainage etc.), associated with the means of access to and within the site shall be submitted to and

No.

approved in writing by the LPA. Thereafter, the development shall not be occupied until all works have been undertaken in accordance with the approved details and thereafter the access and associated visibility splays shall be maintained in accordance with the approved details.

Reason: To ensure the internal access within the site is provided and constructed in accordance with the Council's standard details for adoption, in the interests of highway safety, in compliance with the provisions of Policy MD2 of the adopted Development Plan.

20. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (as amended for Wales) (or any order revoking and re-enacting that Order with or without modification), no fences, gates or walls shall be erected within the curtilage of any dwelling house forward of the principle elevation of that dwelling house.

Reason:

To safeguard local visual amenities, and to ensure compliance with Policies SP1 (Delivering the Strategy) and MD2 (Design of New Developments) of the Local Development Plan.

#### Reason for decision

The decision to recommend planning permission has been taken in accordance with Section 38 of The Planning and Compulsory Purchase Act 2004, which requires that, in determining a planning application the determination must be in accordance with the Development Plan unless material considerations indicate otherwise. The Development Plan for the area comprises the Vale of Glamorgan Adopted Local Development Plan 2011-2026 and Future Wales – the National Plan 2040.

Having regard to Policies SP1 'Delivering the Strategy'; SP3 'Residential Requirement'; SP4 – Affordable Housing Provision; SP9 'Minerals'; SP10 'Built and Natural Environment'; MG1 'Housing Supply in the Vale of Glamorgan'; MG2 'Housing Allocations'; MG4 'Affordable Housing'; MG18 'Green Wedges'; MG19 'Sites and Species of European Importance'; MG20 'Nationally Protected Sites and Species'; MG21 'Sites of Importance for Nature Conservation, Regionally Important Geological and Geomorphological Sites and Priority Habitats and Species'; MG22 'Development in Minerals Safeguarding Areas'; MG28 'Public Open Space Allocations'; MD1 'Location of New Development'; MD2 'Design of New Development'; MD3 'Provision for Open Space'; MD4 'Community Infrastructure and Planning Obligations'; MD5 'Development within Settlement Boundaries'; MD6 'Housing Densities'; MD7 'Environmental Protection'; MD8 'Historic Environment'; MD9 'Promoting Biodiversity'; it is considered that the proposals are considered to be acceptable with regard to principle; density; visual and landscape impact; design and layout; highways issues; impact upon residential amenity of residents of existing neighbouring properties; amenity of future occupiers of the site; drainage and flood risk; ecological impacts (including trees and hedgerow); and mineral safeguarding.

No.

It is considered that the decision complies with the Council's well-being objectives and the sustainable development principle in accordance with the requirements of the Well-being of Future Generations (Wales) Act 2015.

The appropriate marine policy documents have been considered in the determination of this application in accordance with Section 59 of the Marine and Coastal Access Act 2009.

**2023/00815/FUL**

Received on 10 August 2023

(P. 136)

**APPLICANT:** BSW Holdings Units 60-62, Dyffryn Business Park, Llantwit Major Road, Llandow, CF71 7PY

**AGENT:** Mr James Scarborough Office 16 (House 1, 2<sup>nd</sup> Floor), The Maltings, East Tyndall Street, Cardiff, CF24 5EA

**BSW Holdings Ltd., Units 60-62, Dyffryn Business Park, Llantwit Major Road, Llandow**

The proposed erection of 1no. building to provide 3no. commercial units with associated parking and other works

The application was required to be determined by Planning Committee under the Council's approved scheme of delegation as it was of a scale and nature that was not covered by the scheme of delegation.

RESOLVED – T H A T, subject to a Section 106 Agreement to provide for the following:

- £5,020 for training and development;
- £40,940 towards sustainable transport contributions;
- 1% of build costs towards public art.

**APPROVED subject to the following condition(s):**

1. The development shall begin no later than five years from the date of this decision.

Reason:

To comply with the requirements of Section 91 of the Town and Country Planning Act 1990.

2. The development shall be carried out in accordance with the following approved plans and documents:

BSW732\_E - Site Layout and Location Plan (Phase 2)

Bsw726\_E Pre1 - Phase 2 - Plan View

Bsw729\_C - Phase 2 - Drainage Concept

28646\_Hyd\_Xx\_Xx\_Dr\_C\_7000\_P02\_Drainage\_Strategy

No.

49275c - Kingfisher lighting  
49275/PJ/F Kingfisher Lighting Map  
C23034 Atp Dr Tp 004 - Site access general arrangement and visibility plan  
C23034 Ts01 Iss4 Transport Statement Compressed  
BSW723\_H Phase 2 - Corner unit (triple)  
BSW731\_H Site layout proposal - Phase 2 new road  
C23034.TS01 Traffic Survey  
Landscape Specification & Management Plan  
Detailed Soft Landscape Proposals (Rev B)  
BSW742\_B - Public Open Space P2  
Cechowicz, D. (2025). 'Dyffryn Business Park, Llandow, CF71 7PY Mitigation Method Statement – Great Crested Newt', prepared by Soltys Brewster Ecology, dated 17 April 2025

Reason:

For the avoidance of doubt as to the approved development and to accord with Circular 016:2014 on The Use of Planning Conditions for Development Management.

3. The biodiversity enhancement measures set out in 'Landscape Specification & Management Plan', 'Green Infrastructure Statement' and 'Detailed Soft Landscape Proposals (Rev B)' shall be carried out in full prior to the first beneficial occupation or use of the development and thereafter retained in accordance with the approved details whilst the development remains in existence.

Reason:

In the interests of ecology and to ensure compliance with Policies SP1 (Delivering the Strategy) and MD9 (Promoting Biodiversity) of the Local Development Plan.

4. In the event that contamination is found at any time when carrying out the approved development that was not previously identified it must be reported in writing within 2 days to the Local Planning Authority, all associated works must stop, and no further development shall take place unless otherwise agreed in writing until a scheme to deal with the contamination found has been approved. An investigation and risk assessment must be undertaken and where remediation is necessary a remediation scheme and verification plan must be prepared and submitted to and approved in writing by the Local Planning Authority. Following completion of measures identified in the approved remediation scheme a verification report must be submitted to and approved in writing by the Local Planning Authority. The timescale for the above actions shall be agreed with the LPA within 2 weeks of the discovery of any unsuspected contamination.

No.

Reason:

To ensure that any unacceptable risks from land contamination to the future users of the land, neighbouring land, controlled waters, property and ecological systems are minimised, and to ensure that the development can be carried out safely without unacceptable risks to workers, neighbours and other offsite receptors in accordance with policy MD7 of the Vale of Glamorgan Local Development Plan.

5. Any aggregate (other than virgin quarry stone) or recycled aggregate material to be imported shall be assessed for chemical or other potential contaminants in accordance with a scheme of investigation which shall be submitted to and approved in writing by the Local Planning Authority in advance of its importation. Only material approved by the Local Planning Authority shall be imported. All measures specified in the approved scheme shall be undertaken in accordance with the relevant Code of Practice and Guidance Notes.

Subject to approval of the above, sampling of the material received at the development site to verify that the imported material is free from contamination shall be undertaken in accordance with a scheme and timescale to be agreed in writing by the LPA.

Reason:

To ensure that the safety of future occupiers is not prejudiced in accordance with policy MD7 of the Vale of Glamorgan Local Development Plan.

6. Notwithstanding the submitted details shown in plan titled 'BSW742\_B - Public Open Space P2)' and prior to the commencement of the development, a scheme for the provision and maintenance of on-site open space to serve site employees shall be submitted to and approved in writing by the Local Planning Authority, and shall include details of the timing of its provision, furniture, landscaping, and future maintenance. The open space shall be provided in accordance with the approved details and so retained and maintained at all times thereafter.

Reason:

To ensure the timely provision of the public open space and to ensure compliance with Policies MD2 Design of New Development and MD4 Community Infrastructure and Planning Obligations of the Local Development Plan.

7. All planting, seeding or turfing comprised in the approved details of landscaping shown in 'Detailed Soft Landscape Proposals (Rev B)' shall be carried out in the first planting and seeding seasons following the occupation of the buildings or the completion of the development, whichever is the sooner; and any trees or plants which within a period of 5 years from the completion of the development die, are removed or become seriously

No.

damaged or diseased shall be replaced in the next planting season with others of similar size and species.

Reason:

To ensure satisfactory maintenance of the landscaped area to ensure compliance with Policies SP1 (Delivering the Strategy), MD2 (Design of New Developments) and MD9 (Promoting Biodiversity) of the Local Development Plan.

8. A landscape management plan, including management responsibilities and maintenance schedules for all landscaped areas as shown in plan titled 'Detailed Soft Landscape Proposals (Rev B)' shall be submitted to and approved in writing by the Local Planning Authority prior to the occupation of any of the dwellings on the site. The landscape management plan shall be carried out as approved.

Reason:

To ensure satisfactory maintenance of the landscaped area to ensure compliance with Policies SP1 (Delivering the Strategy) and MD2 (Design of New Developments) of the Local Development Plan.

9. Prior to beneficial occupation of the development, a signage strategy shall be submitted to and approved in writing by the Local planning authority and implemented on site. The strategy shall include new highway signage along the B4270 informing traffic of the business park and the relocation of the signage from the site entrance into the development boundary. All costs associated with the design and implementation of the signage shall be payable by the applicant or developer.

Reason:

In the interest of highway safety and to ensure a satisfactory form of signage to serve the development, and to ensure compliance with the terms of Policies SP1 (Delivering the Strategy) and MD2 (Design of New Developments) of the Local Development Plan.

10. The development shall at all times be carried out in accordance with the recommendations and mitigation methods contained within documents titled 'Doc Ref E25131401 - 08 April 2025 Mitigation Method Statement - Great Crested Newts).

Reason:

In the interests of ecology and to ensure compliance with Policies SP1 (Delivering the Strategy), MG19 (Sites and Species of European Importance) & MD9 - Promoting Biodiversity of the Local Development Plan & the Council's adopted Supplementary Planning Guidance on Biodiversity.

No.

Reason for decision

The decision to recommend planning permission has been taken in accordance with Section 38 of The Planning and Compulsory Purchase Act 2004, which requires that, in determining a planning application the determination must be in accordance with the Development Plan unless material considerations indicate otherwise. The Development Plan for the area comprises the Vale of Glamorgan Adopted Local Development Plan 2011-2026 and Future Wales – the National Plan 2040.

Having regard to Policies SP1 (Delivering the Strategy), SP5 (Employment Requirements), SP10 (Built and Natural Environment), MG9 (Employment Requirements), Policy MG20 (Nationally Protected Sites and Species), MD1 (Location of New Development), MD2 (Design of New Development), MD7 (Environmental Protection), MD9 (Promoting Biodiversity), MD14 (New Employment Proposals) and MD16 (Protection of Existing Employment Sites and Premises) of the adopted Local Development Plan 2011 – 2026, Future Wales: The National Plan 2040, the relevant chapters of Planning Policy Wales (12<sup>th</sup> Edition), Technical Advice Note 12 – Design (2016), and the Council’s supplementary planning guidance for Biodiversity and Development (2018), Design in the Landscape, Parking Standards (2019), the proposal is considered acceptable with regards to the principle of development, design and visual impact, impact on residential amenity, highway safety and parking provision, ecology, green infrastructure and biodiversity enhancement.

Having regard to the Council’s duties under the Equality Act 2010 the proposed development does not have any significant implications for, or effect on, persons who share a protected characteristic.

It is considered that the decision complies with the Council’s well-being objectives and the sustainable development principle in accordance with the requirements of the Well-being of Future Generations (Wales) Act 2015.

The appropriate marine policy documents have been considered in the determination of this application in accordance with Section 59 of the Marine and Coastal Access Act 2009.

Appendix L – Number of Meeting Viewers on YouTube as at 31<sup>st</sup> December 2026.

	<b>Full Council*</b>	<b>Cabinet</b>	<b>Planning</b>	<b>Scrutiny**</b>	<b>Governance and Audit</b>
May-24		85	224	464	104
Jun-24		120	217	270	56
Jul-24	261	256	796	474	143
Aug-24					
Sep-24	571	213	905	537	101
Oct-24		240	260	618	100
Nov-24		88		409	106
Dec-24	294	103	1459	433	
Jan-25	165	362	305	1909	142
Feb-25		238	282	450	133
Mar-25	469	219	214	408	119
Apr-25	307	71	207	249	
May-25		193	155	369	
Jun-25		71	360	589	60
Jul-25	823	215	709		99
Aug-25					
Sep-25	972	117	315	273	101
Oct-25		220	236	512	
Nov-25	189	230		64	58
Dec-25	345	372			50

\*Includes Annual Meeting

\*\*Combined total of all Scrutiny Committees for ease due to changes in arrangements. Note - May 2025 meetings changed to bi-monthly.