



MINUTES of
ST ATHAN COMMUNITY COUNCIL
FULL GENERAL MEETING TUESDAY 8th April 2025

General Meeting

Minute	ITEM	LEAD
	PRESENT:	
	Chair – County Councillor Julie Lynch-Wilson	
	Vice Chair –Councillor Sandra Toker	
	Councillor Damian Bridgeman Councillor Roger Eustace Councillor Hayley Cleave Councillor Derek Willmot	
	County Councillor Steve Haines	
	As Observer – Maria Stevens – Clerk Designate	
2977	<u>WELCOME</u> The Chair welcomed those attending and introduced Maria Stevens as the newly appointed Clerk to the Council	Chair
2978	<u>APOLOGIES FOR ABSENCE.</u> Cllr Rebecca Christian	Chair
2979.	<u>DECLARATION OF INTEREST AND NATURE OF INTEREST</u> Grant of Dispensation: Cllr D Willmot, to speak only on matters relating to St Athan Community Council Hub and Library Trustee matters. Cllr J Lynch-Wilson, to speak and vote on topics related to the VOG Council’s Reshaping Programme and as Chairman to the PLCC.	Chair
2980	<u>CONFIRMATION OF MINUTES OF GENERAL MEETING</u> That subject to agreed amendments, the minutes of the General Meeting held on 04 th March be accepted as a true record of proceedings. PROPOSED BY: Councillor Eustace SECONDED BY: Councillor Cleave	Chair
2981	<u>MATTERS ARISING FROM THE LAST GENERAL MEETING</u> A) The ceiling has been replaced in the middle chamber see Minute 2983	

	<p>B) The post box and key box have still to be replaced C) The safe lock has still to be repaired – access to the site was restricted whilst repairs were ongoing to the ceiling D) Chair to follow up on interested party for co-option E) Bank signatories – ongoing F) A new Clerk has been appointed and will take up duties effective 22nd April G) Gift to Jan Austin to be Actioned H) VE 80 – Event with school to be progressed – A suggestion was made that they could interview people who remembered the day.</p>	
2982	<p><u>STANDING ORDERS SUSPENSION</u> PROPOSED BY: Councillor S Toker SECONDED BY: Councillor D Bridgeman 1/Representatives of Wates Building and Asbri were in attendance and gave a presentation on the proposed development at the old stadium on Flemingston Road. Several observations made by councillors which were noted. 2/A resident of St Athan voiced concerns around the war memorial junction and the excessive traffic. Also concerned that the school bus stop was on the junction.</p> <p>REINSTATE STANDING ORDERS: PROPOSED BY: Councillor Eustace SECONDED BY: Councillor Toker</p>	Chair
2983	<p><u>BUILDING MAINTENANCE & CHAMBER REFURBISHMENT UPDATE</u> The ceiling has been replaced and a storage area crate which is in use. Additional works were required for plastering and painting at a sum of £350 PROPOSED: Councillor Eustace SECONDED: Councillor Lynch Wilson that the invoice should be paid when presented. CARRIED</p> <p>Awaiting quotes on roof repairs. The flat roof over the toilets area needs replacing.</p>	Clerk
2984	<p><u>CORRESPONDENCE</u> Police Crime stats March Violence without injury – 8 Violence with Injury – 1 Sexual Offences – 1 Residential Burglary –2 All other theft offences – 2 Criminal Damage – 1 Misc Crimes – 4 Drug offences – 1 Total – 20</p> <p>Letter of thanks from SSAFA for recent donation</p> <p>Considerable email correspondence relating to slippery conditions on Boardwalk at East Vale – forwarded to Active Travel for comment and resolution. Clerk to forward to County Councillor Haines.</p>	Clerk

2985	<p><u>CHAIR'S ACTIONS</u> Attended Gathering Place for the Community Active and One World Wales Event. Attended a St Athan PTA fundraising event Met with JSM who are doing works on substations from Picketston to Aberthaw</p>	Chair																																																																						
2986	<p><u>ST ATHAN WARD</u></p> <table border="1" data-bbox="339 465 1289 2024"> <tr> <td colspan="2">INVOICES (March 2025)</td> </tr> <tr> <td colspan="2">Income</td> </tr> <tr> <td>Rustic Roots</td> <td>1000.00</td> </tr> <tr> <td>Cleaning</td> <td>495.74</td> </tr> <tr> <td>Electricity (Rustic Roots)</td> <td>3257.08</td> </tr> <tr> <td>Transfer from Reserve Account</td> <td>10000.00</td> </tr> <tr> <td>Total</td> <td>14752.82</td> </tr> <tr> <td colspan="2">Expenditure Admin</td> </tr> <tr> <td>Microsoft Licence Fee</td> <td>11.52</td> </tr> <tr> <td>Extra Storage</td> <td>1.99</td> </tr> <tr> <td>Broadband</td> <td>57.66</td> </tr> <tr> <td>Caretaker Salary</td> <td>817.78</td> </tr> <tr> <td>HMRC (Combined Figure)</td> <td>483.49</td> </tr> <tr> <td>Council Remuneration (attendance)</td> <td>140.00</td> </tr> <tr> <td>Council Remuneration (annual allowances)</td> <td>1955.94</td> </tr> <tr> <td>Councillor training</td> <td>240.00</td> </tr> <tr> <td>NEST</td> <td>111.42</td> </tr> <tr> <td>Accountants charges</td> <td>588.00</td> </tr> <tr> <td>Travelling expenses Cllr Christian</td> <td>27.90</td> </tr> <tr> <td>Meeting room hire (Library)</td> <td>18.00</td> </tr> <tr> <td>A4 Paper /printer cartridges/padlocks</td> <td>92.10</td> </tr> <tr> <td>Total</td> <td>4545.80</td> </tr> <tr> <td colspan="2">Building</td> </tr> <tr> <td>Electricity</td> <td>989.06</td> </tr> <tr> <td>CCTV Service</td> <td>90.00</td> </tr> <tr> <td>Emergency Ceiling repair</td> <td>7800.00</td> </tr> <tr> <td>Keys cut (Kitchen door)</td> <td>9.00</td> </tr> <tr> <td>Outdoor rubber flooring</td> <td>2750.00</td> </tr> <tr> <td>Total</td> <td>11638.06</td> </tr> <tr> <td colspan="2">St Athan Ward</td> </tr> <tr> <td>Feeder Pillars</td> <td>41.92</td> </tr> <tr> <td>Remove Xmas lights</td> <td>800.00</td> </tr> <tr> <td>Grass cutting</td> <td>180.00</td> </tr> <tr> <td>SLCC Enterprises</td> <td></td> </tr> <tr> <td>Vice Chair Chain</td> <td>943.95</td> </tr> </table>	INVOICES (March 2025)		Income		Rustic Roots	1000.00	Cleaning	495.74	Electricity (Rustic Roots)	3257.08	Transfer from Reserve Account	10000.00	Total	14752.82	Expenditure Admin		Microsoft Licence Fee	11.52	Extra Storage	1.99	Broadband	57.66	Caretaker Salary	817.78	HMRC (Combined Figure)	483.49	Council Remuneration (attendance)	140.00	Council Remuneration (annual allowances)	1955.94	Councillor training	240.00	NEST	111.42	Accountants charges	588.00	Travelling expenses Cllr Christian	27.90	Meeting room hire (Library)	18.00	A4 Paper /printer cartridges/padlocks	92.10	Total	4545.80	Building		Electricity	989.06	CCTV Service	90.00	Emergency Ceiling repair	7800.00	Keys cut (Kitchen door)	9.00	Outdoor rubber flooring	2750.00	Total	11638.06	St Athan Ward		Feeder Pillars	41.92	Remove Xmas lights	800.00	Grass cutting	180.00	SLCC Enterprises		Vice Chair Chain	943.95	
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2987	<p><u>PLANNING APPLICATION(S)</u> None received</p>	Clerk																		
2988	<p><u>APPOINTMENT OF INTERNAL AUDITOR</u> It was proposed that Mr Paul Eddings be appointed Internal Auditor for the 2024-25 accounting period PROPOSED BY: Councillor Willmot SECONDED BY: Councillor Toker</p>																			
2989.	<p><u>REQUEST FOR FINANCIAL ASSISTANCE</u></p> <p>Marie Curie A sum of £100 to be donated PROPOSED BY: Councillor Eustace SECONDED BY: Councillor Lynch-Wilson CARRIED</p> <p>St Athan Church Clarification to be sought on the requirements of funding be asked for. It was proposed that a sum of £400 be set aside pending a satisfactory response and letter from Church authorities PROPOSED BY: Councillor Eustace SECONDED BY: Councillor Willmot</p>																			
2990	<p>Council Events <u>Family Fun Day – Gathering Place – 03rd May</u> It was agreed that a sum of £200 be spent on a Face painter £250 be spent on Tombola and Craft etc PROPOSED BY: Councillor Toker SECONDED BY: Councillor Eustace CARRIED</p> <p><u>Civic Event – 22nd June</u> PLCC is booked. Councillor Cleave is working through attendees etc. Maria Stevens offered assistance It was agreed to purchase five (5) new awards identical to previous at a cost of £165</p>																			

	<p>PROPOSED BY: Councillor Eustace SECONDED BY: Councillor Cleave Recipients proposed by Council are: St Athan School Mrs Andrea Lewis</p> <p><u>Village Fair Day – 19th July</u> It was agreed to hire a Gazebo which includes setting up, dismantling and clearing site for the sum of £850 PROPOSED BY: Councillor Toker SECONDED BY: Councillor Eustace CARRIED</p> <p>It was agreed to hire Children’s Rides for a sum of £1200 PROPOSED BY: Councillor Toker SECONDED BY: Councillor Cleave CARRIED</p> <p><u>Christmas Lights Switch On -29th November</u> It was agreed to hire Children’s Fair Ride for a sum of £C600 PROPOSED BY: Councillor Toker SECONDED BY: Councillor Eustace CARRIED</p>	
2991	<p>VE Day Celebration – 8th May It was agreed to paint appropriate pictures to commemorate VE80 on 5 bus stops and possibly phone boxes for a sum not exceeding £600 PROPOSED BY: Councillor Eustace SECONDED BY: Councillor Lynch-Wilson CARRIED</p>	
2992	<p>Flemingston landscaping It was agreed to place some edging on the Flemingston ‘triangle’ for a sum of £75 PROPOSED BY: Councillor Eustace SECONDED BY: Councillor Willmot</p>	
2993	<p><u>REPORTS</u> None</p>	
2994	<p><u>INTERNAL COMPLAINTS</u></p> <p>1.The independent report has now been received, and Councillors were advised of the outcome. Following discussion, Council agreed to pay the investigatory costs of £2,699.25.</p> <p>PROPOSED BY: Councillor Eustace SECONDED BY: Councillor Toker CARRIED</p> <p>2/ Council agreed to now appoint a solicitor to take over the matter and provide advice. Subject to that advice, the solicitor is to then take the necessary action to resolve the issues as soon as possible.</p> <p>PROPOSED BY; Councillor Eustace SECONDED BY: Councillor Cleave CARRIED</p>	
2995	<p>Any Other Business Councillor Levett has resigned reluctantly citing pressure of work not enabling her to give Council the attention she thought it deserved. Council expressed their thanks for all the work she had done during her tenure as a councillor.</p>	All

There being no other business the meeting closed at 21.17

Next meeting: Annual General Meeting on May 6th at 1900 followed by Monthly General Meeting immediately afterwards.

1 Member of the public was in attendance

Annex A

ST. ATHAN COMMUNITY COUNCIL
FINANCIAL STATEMENT – March 2025

RESERVE ACCOUNT

Balance brought forward	£21415.78
Income (interest)	£21.73
Expenditure	£10000.00
Balance	£11437.51

Current Balance

Income -	£14752.82
Balance Brought Forward -	£24299.78

Expenditure

Administration -	£ 4545.80
Council Property -	£11638.06
St Athan Ward -	£ 1965.87
Donation -	£ 600.00
Total -	£18749.73

Balance **£14833.70**

