



MINUTES OF THE ST ATHAN COMMUNITY COUNCIL
GENERAL MEETING HELD TUESDAY 7TH FEBRUARY 2023
IN THE OLD SCHOOL COMMUNITY CENTRE



PRESENT

Councillor R Eustace (Chairman)	Projects Committee General Maintenance Committee Merger Council Building / Library Bro Tathan Local Council Liaison Committee Cardiff Airport Liaison Committee Conservation Area Planning - Flemingston
County Councillor J Lynch-Wilson (Vice-Chairman)	Projects Committee St Athan Community Association
Councillor R Christian	Friends of the Glamorgan Heritage Coast Llantwit Major Town Public Footpaths Forum. Conservation Area Planning - Gileston
Councillor S Harries	One Voice Wales Vale of Glamorgan Council, Community Liaison Committee
Councillor S Toker	Projects Committee One Voice Wales Vale of Glamorgan Council, Community Liaison Committee
Councillor D White	Projects Committee
Councillor D Willmot	General Maintenance Committee Aberthaw Cement Works C.L.C. School Governors

MINUTE	ITEM	ACTION
2416.	<u>WELCOME</u> The Chairman welcomed those present to the meeting.	
2417.	<u>APOLOGIES FOR ABSENCE</u> Councillor B Acott Councillor G Berrill	
2418.	<u>DECLARATION OF INTEREST</u> Grant of Dispensation: Cllr D Willmott, speak only on matters relating to St Athan community Council Hub and Library. Cllr J Lynch-Wilson, speak and vote on topics related to the Vale of Glamorgan Council's reshaping Programme. Mr D Patterson Clerk/RFO to the Council - Chairman of The Paul Lewis Community Centre.	

MINUTE	ITEM	ACTION
2419.	<p><u>CONFIRMATION OF GENERAL MEETING MINUTES</u></p> <p>PROPOSED By: Councillor D White SECONDED By: Councillor R Christian</p> <p>That the minutes of the General Meeting held on 10th January 2023 be accepted as a true record of proceedings. CARRIED</p>	
2420.	<p><u>MATTERS ARISING FROM THE GENERAL MEETING</u></p> <p>The following matters were discussed and remain ongoing:</p> <p>a. Min 2401 (1) Facebook. Policy document to be sent to all Councillors for comment.</p> <p>b. Min 2401 (2) Footpath No 6.</p> <p>PROPOSED By Councillor R Christian SECONDED By Councillor S Toker</p> <p>That a waste bin is purchased and installed. Emptying of the bin will be the responsibility of residents.</p> <p>c. Min 2401 (3) Annual Report 2022/23. Members to submit contributions to the clerk before the next Council Meeting on 7th March 2023.</p> <p>d. Min 2415 (1) Chat & Cuppa Post Hospital Discharge. Additional information to be presented at the next Council Meeting.</p> <p>e. Min 2415 (2) Take Your Litter Home Sign. The provision of signs to be investigated with The Vale Council</p>	<p>Cllr S Toker</p> <p>Cllr R Christian Identify suitable dog waste bin</p> <p>All</p> <p>Cllr D White</p> <p>Cty Cllr J Lynch-Wilson</p>
2421.	<p><u>CRIME STATS</u></p> <p>PCSO Richard Mills from South Wales Police was unable to attend. The undermentioned crime statistics for January 2023 are listed below.</p> <p>Violence Without Injury = 6 Rape = 1 Residential Burglary = 4 Vehicle Offences = 3 Miscellaneous Crimes Against Society = 2 Road/Traffic = 3 Anti-Social Behaviour = 9</p> <p>More information about these crimes is to be sought from SW Police</p>	<p>Council Clerk</p>

MINUTE	ITEM	ACTION
2422.	<p><u>FINANCIAL STATEMENT</u></p> <p>The Chairman presented a Financial Statement of Accounts as at 31st January 2023. Copy at Annex A.</p> <p>PROPOSED By: Councillor S Toker. SECONDED By: Councillor D White.</p> <p>That the presented financial statement be accepted as a true record of council financial accounts. CARRIED</p>	
2423.	<p><u>CORRESPONDENCE</u></p> <p>Welsh Government 19/01/23 Latest training from Planning Aid Wales. 26/01/23 Vale of Glamorgan Community Review - Initial Notice of Consultation.</p> <p>Vale of Glamorgan Council 12/01/23 Strong Communities Grant Fund: St Athan Community Council. 13/01/23 St Athan Community Mapping. 16/01/23 Report re - Letter from Public Services Ombudsman for Wales re Code of Conduct Complaints Guidance and Process. 18/01/23 OVW Guest Speaker Presentation - 16.1.23 Bridgend, Cardiff/Vale Area committee 18/01/23 Planning Committee - 25th January 2023. 23/01/23 20mph project update. 24/01/23 Shared Prosperity Fund. 24/01/23 Special Council - 30 January 2023 - Agenda and Report. 26/01/23 Holocaust Memorial Day Event - Saturday 28th January 2023. 30/01/23 IOSH E-learning course. 01/02/23 Elections Act 2022 - briefing note.</p> <p>One Voice Wales 10/01/23 Vacancy Public Appointments. 10/01/23 Democratic Engagement Grant. 10/01/23 Public commemoration in Wales. 11/01/23 Launch of Amser third sector grant scheme and advert for independent assessors. 12/01/23 Reminder - 16.1.23 - One Voice Wales Bridgend, Cardiff/Vale Area Committee Meeting. 16/01/23 Request for your Vote for Creative Criccieth. 17/01/23 Press release - Ombudsman new appointments to governance roles. 18/01/23 Job Vacancy - Penarth Town Council. 18/01/23 WISERD Annual Conference 2023. 18/01/23 Historic Environment and Climate Change Adaptation Activity Survey for 2022. 18/01/23 OVW Guest Speaker Presentation - 16.1.23 Bridgend, Cardiff/Vale Area committee. 23/01/23 BSc (Hons) Real Estate course- University of South Wales. 24/01/23 Cowbridge with Llanblethian Town Council Vacancy.</p>	

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2423. Cont.	<p>24/01/23 Technical Advice Note (TAN) 15: Development, flooding and coastal erosion - further amendments.</p> <p>25/01/23 The importance of Community & Town councils in building resilient spaces for nature.</p> <p>26/01/23 January, February & March 2023 Training Dates.</p> <p>31/01/23 Learning from the Great Tide.</p> <p>31/01/23 CHC/Llais.</p> <p>31/01/23 Technical Advice Note (TAN) 15: Development, flooding and coastal erosion - further amendments.</p> <p>Other</p> <p>08/01/23 Edenvale Grass Quote (Grass cutting & flower watering).</p> <p>10/01/23 Hinkley Point C - Environmental permits update.</p> <p>16/01/23 St Athan Community Council and St Athan Community Hub and Library (Sachal) Proposed Extension.</p> <p>16/01/23 Community Activities Working Group (CAWG) – Feedback (The Gathering Place).</p> <p>18/01/23 Crime stats December.</p>															
2424.	<p><u>CHAIRMAN'S ACTIONS</u></p> <p>10/01/23 Response to resident (Planning Application Consultation 2022/01076/FUL 3, Orchard Way, Gileston).</p> <p>16/01/23 Response to Loyn + Co Architects (St Athan Community Council And St Athan Community Hub And Library (Sachal) Proposed Extension).</p> <p>16/01/23 Training bid submitted to O.V.W – Councillor G Berrill.</p> <p>16/01/23 Uploaded Local Government (Democracy) (Wales) Act 2013 Review Of Community Arrangements For The Vale Of Glamorgan to Website.</p> <p>16/01/23 Playgroup given notice to remove items from the Council hall</p> <p>19/01/23 Formal request to extend Planning application 2022/01091/LAW submitted to Vale Council.</p> <p>23/01/23 Confirmation from O.V.W to retain copies of council Minutes going back 10years.</p> <p>25/01/23 Meeting Clerk/Llantwit Major Clerk Ref Civic Event.</p> <p>25/01/23 Confirmation from Mr M Punter, Director of Environment & Housing, Vale Council that land at Footpath No 6 is private and that the council will not install dog waste bins.</p> <p>02/02/23 Meeting with Strong Community Grant Team.</p> <p>02/02/23 Meeting with Flying Start and Children's Partnership Coordinator from VoG Council.</p>															
2425.	<p><u>INVOICES (December 2022)</u></p> <table border="0"> <tr> <td>Income</td> <td></td> </tr> <tr> <td>Scouts</td> <td>30.00</td> </tr> <tr> <td>Ladies What dance</td> <td>80.00</td> </tr> <tr> <td>NatWest Bank (Refund)</td> <td>25.00</td> </tr> <tr> <td>Playgroup</td> <td>96.00</td> </tr> <tr> <td>Whist Club</td> <td>20.00</td> </tr> <tr> <td></td> <td>251.00</td> </tr> </table>	Income		Scouts	30.00	Ladies What dance	80.00	NatWest Bank (Refund)	25.00	Playgroup	96.00	Whist Club	20.00		251.00	
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2426.	<p><u>PLANNING APPLICATION(S)</u></p> <p>a. Town and Country Planning Act, 1990 (as amended) Planning Application No. 2022/01375/FUL (HUD) Location: 28, Pant Y Celyn Place, St Athan Proposal: Single storey front and rear extensions</p> <p>Due to time expiry date (6th February 2023) this application has been submitted to the Vale Council, stating 'No Objections'</p>																																											

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2426. Cont.	<p>b. Town and Country Planning Act, 1990 (as amended) Planning Application No. 2023/00050/FUL (CJ) Location: Land South of Rubb Hangar, Keithrow, Bro Tathan, St. Athan Proposal: Office accommodation with all associated works including drainage</p> <p>PROPOSED By: Councillor RChristian. SECONDED By: Councillor DWillmot.</p> <p>That No Objection be raised in respect of this planning application and that a supportive submission is made to the Vale of Glamorgan Council. CARRIED</p> <p>c. Publicity and Consultation before applying for Planning Permission Town and Country Planning (Development Management Procedure) (Wales) Order 2012 SCHEDULE 1 Article 4. (4) SCHEDULE 1B Articles 2C & 2D Proposed full planning application for 81 no. residential dwellings, highway and services infrastructure, landscaping and associated works Land off Flemingston Road, St Athan</p> <p>Summary of concerns are:</p> <ol style="list-style-type: none"> 1. St Athan already has significant social housing, and this proposed development of which 50% (40 Affordable homes) would only serve to further reduce the standard of housing in the area and provide no benefits for residents. 2. 3 storey homes not in keeping with surrounding properties. 3. Who will maintain the proposed play areas or other recreational spaces for use by the resident's children 4. There is no provision in your development for any retail shop, which is urgently needed in the locality, with existing residents who cannot drive having to walk some two miles to the nearest shop and back. 5. There have been several recent housing developments in St Athan, whose population is increasing by some 50%, but no increase or improvements to local facilities or infrastructure. 6. Local public transport is extremely poor with irregular limited bus services and the nearest train station in Llantwit Major is 3.8 miles away, which means that any new residents will be forced to use cars to drive to employment or local shops impacting on the environment and increasing pollution and congestion on the mainly country lanes in the area. 7. There is limited capacity at the local school, shops, doctors and other local services and the nearest Leisure Centres are in Llantwit Major or Cowbridge, which again means a car is needed to access. 8. Difficult and potentially unsafe access to Flemingston Road. 	Council Clerk
2427.	<p><u>REPORTS</u></p> <p>Councillor S Toker - One Voice Wales Bridgend, Cardiff/Vale Area Committee Meeting held 16/01/23. Report at Annex B.</p> <p>Council Clerk/RFO Mr D Patterson – Project Committee Meeting held 24/01/23. A summary of planned projects is at Annex C.</p>	

MINUTE	ITEM	ACTION
	Councillor R Eustace - Cardiff Airport Liaison Committee Meeting 26/01/23. Report at Annex D.	
2428.	<p><u>COUNCIL & WARD DIARY - 2023</u></p> <p>February</p> <p>07 Tue Council General Meeting Community Council</p> <p>11 Sat Craft Fair (New) St Tathan Church</p> <p>11 Sat Entertainment Night (New) Paul Lewis Community Centre</p> <p>20 Mon Cuppa with a Copper SW Police</p> <p>March</p> <p>01 Wed St David's Day Celebrations (New) St Tathan Church</p> <p>07 Tue Council General Meeting Community Council</p> <p>20 Mon Cuppa with a Copper SW Police</p> <p>25 Sat Ladies Night (New) Paul Lewis Community Centre</p> <p>April</p> <p>04 Tue Council General Meeting Community Council</p> <p>07 Fri Walk of Witness (New) St Tathan Church</p> <p>10 Mon Children's Easter Egg Hunt Paul Lewis Community Centre</p> <p>11 Tue CAWG Meeting Community Council</p> <p>17 Mon Cuppa with a Copper SW Police</p> <p>22 Sat Medium Night (New) Paul Lewis Community Centre</p> <p>May</p> <p>02 Tue AGM/Council General Meeting Community Council</p> <p>08 Mon King's Coronation (New date) Paul Lewis Community Centre</p> <p>13 Sat Community Litter Pick Community Council</p> <p>14 Sun Council Civic Event Community Council</p> <p>15 Mon Cuppa with a Copper SW Police</p> <p>27 Sat Council Newsletter Out Community Council</p> <p>June</p> <p>03 Sat Craft Fair Paul Lewis Community Centre</p> <p>03 Sat Church Awareness Week (New) St Tathan Church</p> <p>04 Sun Whitsun Games (New) Paul Lewis Community Centre</p> <p>06 Tue Council General Meeting Community Council</p> <p>19 Mon Cuppa with a Copper SW Police</p> <p>July</p> <p>04 Tue Council General Meeting Community Council</p> <p>17 Mon Cuppa with a Copper SW Police</p> <p>29 Sat Race Night or Quiz Night (New) Paul Lewis Community Centre</p> <p>August</p> <p>21 Mon Cuppa with a Copper SW Police</p>	—

MINUTE	ITEM	ACTION
2428 Cont.	<p>September</p> <p>02 Sat Summer Fete & Party in the Park Community Council</p> <p>03 Sun Autumn Litter Pick Community Council</p> <p>05 Tue Council General Meeting Community Council</p> <p>18 Mon Cuppa with a Copper SW Police</p> <p>October</p> <p>03 Tue Council General Meeting Community Council</p> <p>14 Sat Oktober Fest (Oompah Band) Paul Lewis Community Centre</p> <p>18 Mon Cuppa with a Copper SW Police</p> <p>29 Sun Children's Halloween Party (New) Paul Lewis Community Centre</p> <p>31 Tue The Real Meaning of Halloween St Tathan Church</p> <p>November</p> <p>01 Wed Lamp Post Poppies Up (New) RAF Cadets</p> <p>07 Tue Council General Meeting Community Council</p> <p>12 Sun Remembrance Day (New) Community Council</p> <p>20 Mon Cuppa with a Copper SW Police</p> <p>21 Tue Council Finance Meeting Community Council</p> <p>22 Wed Lamp Post Poppies Down (New) RAF Cadets</p> <p>26 Sun Christmas Market Paul Lewis Community Centre</p> <p>26 Sun Procession of Light (New) St Tathan Church</p> <p>26 Sun Christmas Light Switch On Community Council</p> <p>December</p> <p>02 Sat Children's Christmas Party (New) Paul Lewis Community Centre</p> <p>05 Tue Council General Meeting Community Council</p> <p>17 Sun Santa Visits St Athan (New) Community Council</p> <p>18 Mon Cuppa with a Copper SW Police</p> <p>2024</p> <p>January</p> <p>05 Mon Cuppa with a Copper (New) Paul Lewis Community Centre</p>	
2429.	<p><u>COUNCIL CIVIC EVENT</u></p> <p>The format for this event was discussed and agreed.</p> <p>Councillor D White suggest the press be requested to cover this event.</p>	Council Clerk
2430.	<p><u>FLOWER BASKET QUOTE</u></p> <p>PROPOSED BY: Councillor D Willmot. SECONDED By: Councillor J Lynch-Wilson.</p> <p>That the quote from Boverton Nurseries Ltd in respect of plated flower baskets at a sum of £399.60 be accepted. Monies allocated in 2023-24 budget. CARRIED</p>	

MINUTE	ITEM	ACTION
2431.	<p><u>GRASS CUTTING QUOTE</u></p> <p>PROPOSED BY: Councillor D White. SECONDED By: Councillor R Christian.</p> <p>That the quote from Edenvale Garden Services in respect of Grass Cutting and the watering of flower baskets at the sum of £3,150 accepted. Monies allocated in 2023-24 budget. CARRIED</p>	
2432.	<p><u>FLYING START - CHILDCARE</u></p> <p>Council was briefed on a proposal from The Vale Council for use of the council hall facilities, to operate Flying Start childcare service, starting in September 2023. Councils approved this initiative.</p>	
2433.	<p><u>LIBRARY EXTENSION</u></p> <p>PROPOSED By: Councillor D White. SECONDED By: Councillor S Toker.</p> <p>That Loyn + Co Architects be engaged to undertake a feasibility study for the proposed extension and alterations to the library, at a fixed fee of £1,800 exc. VAT. An additional fee of £1,000 may be required, should there be a necessity for a topographical survey. CARRIED</p>	
2434.	<p><u>COUNCIL NOTICE BOARD</u></p> <p>Newport College have agreed to manufacture 3 x council noticeboards to be place in St Athan Ward. Sep 2023 - College students design boards. Dec 2023 - Council chose design. May 2024 - Boards installed.</p>	
2435.	<p><u>NEWSLETTER DISTRIBUTION</u></p> <p>Prior to the meeting a list of streets/roads was sent to all councillors. Councillors were asked to confirm to the Council Clerk which street/roads they will deliver the council newsletter to.</p>	All
2436.	<p><u>COUNCIL WEBSITE</u></p> <p>The design of the new council website is complete and will be available once the old website is taken down.</p>	
2437.	<p><u>COMMUNITY QUESTIONNAIRE</u></p> <p>A Projects sub-committee will meet on 28th February to analyse residents completed questionnaires and identify the top issues effecting the lives and wellbeing of residents. Results to be made known to The Vale Council and vigorously progressed until conclusion.</p>	Cllr - R Eustace J Lynch- Wilson Council Clerk

MINUTE	ITEM	ACTION
2438.	<u>CHURCH LIGHTS</u> Lights are to be taken down. The necessity for erecting the lights going forward is to be confirmed and will incur additional costs.	Council Clerk
2439.	<u>VILLAGE MEETING</u> Council approved the holding of a public meeting on Tuesday 19 th September – 7pm to 9pm in the PLCC. The purpose of the meeting is to update residents on current council business and future aspirations going forward.	All
2440.	<u>COMMUNITY REVIEW OF COMMUNITY ARRANGEMENTS FOR THE LOCAL DEMOCRACY & BOUNDARIES COMMISSION</u> Councillor to consider options for change. A meeting is to be arranged with Llanmaes and Llanfair Councils to discuss options going forward.	
2441.	<u>CHAIRMAN / VICE-CHAIRMAN 2023-24</u> Councillors wishing to take on the role of Chairman or Vice-Chairman are to confirm their commitment to the role(s) in terms of available time and outline their aspirations for the coming year in office. Nominations are to be submitted to the Council Clerk before the council meeting in March 2023. Voting will be by secret ballot.	
2442.	<u>FINANCIAL APPEALS</u> None.	
2443.	<u>ANY OTHER BUSINESS</u> Councillor D Willmot asked about the meeting with the Strong Community Grant Team held on 2 nd February 2023. Councillor D White confirmed she would attend the Local Nature Partnership Workshop on Wednesday 15 th February 2023. Councillor S Harries asked for clarification over Councillors role in terms of resident's queries. Councillor R Christian questioned if the defibrillators located in the Ward are registered with the appropriate authority. Council Clerk informed member, the Playgroup business has stopped trading and longer operates from the council hall.	

There being no further business to discuss the meeting closed at 20.59 pm.

Next General Community Council meeting is to be held on Tuesday 7th March 2023 at 7pm.

ST. ATHAN COMMUNITY COUNCIL
FINANCIAL STATEMENT – 31st JANUARY 2023

RESERVE ACCOUNT

Income	6,064.93
Expenditure	0.00
Balance	6,064.93

CURRENT ACCOUNT

Income	
Balance Brought Forward	3,227.77
Bank Refund	25.00
Precept	49,631.00
Hall Hire	2,037.00
Sale of Chairs	80.00
VAT Refund	1,812.36
St Athan Ward (Fete/PP)	413.00
Total	57,226.13

Expenditure

Administration	21,534.40
Chairman's Allowance	12.00
Council Property	10,592.69
Grants & Donations	1,650.00
St Athan Ward	12,083.67
Total	45,872.76

Balance	11,353.37
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ONE VOICE WALES (REMOTE) MEETING 16TH JANUARY 2023
REPORT BY COUNCILLOR S TOKER / S HARRIES

Guest speaker was Jayne Garland from Draethen, Waterloo & Rudry Community Council who gave a presentation regarding a project that was spearheaded by the community council. It was about nature project which has been completed in there in area and shows what can be done with community consolation at its heart and when community groups, councils and organisations work together for a common goal. The PowerPoint presentation is available if required for greater details.

The General Business was then held with the following points being made:

There was discussion regarding Council Clerks and the difficulty in recruiting new ones – a numbers of points were suggested as this is a serious issues:

- a. Mentoring Programme to new clerks with other councils.
- b. Possibility of increased wages.
- c. Possibility of changing the job title as Clerk doesn't really cover everything.

Councils were asked about Audit reports and had they been received – Most councils confirmed yes

The following matters were asked to be included on the next NEC meeting

- a. Shortage of Clerks
- b. Use of Tool Kit by councils
- c. Area Structures – as 6 areas have no representation on the NEC

A brief discussion was held about the non-member councils and how they could be encouraged to join
The next meeting will be on 24th April 2023

COUNCIL PROJECT MEETING 24TH JANUARY 2023
REPORT BY COUNCIL CLERK/RFO D PATTERSON

PROJECTS 2023

Allotment	Pending Annington Homes decision on use of land.
War Memorial Area	CC agreed to postpone site development, until FY 2024-25.
Solar Panel	To be incorporated into required works in respect of Flying Start Childcare. Discussed at Minute 2432 above.
Library	Discussed at Minute 2433 above.
New Noticeboard	Discussed at Minute 2434 above.

CARDIFF AIRPORT CONSULTATIVE COMMITTEE MEETING 25TH JANUARY 2023
REPORT BY COUNCILLOR R EUSTACE

- Wizz Air withdrawing from Cardiff Airport was a strategic decision due to flight slots becoming available at Gatwick, which they deemed to be more economic.
- Three weeks before the announcement, Wizz Air confirmed that forward flight sales for summer from Cardiff were robust and no criticism of the service offered was made.
- Wizz Air represented some 12% of flight numbers and will be difficult to replace in the short term as most airlines use long term planning. It is anticipated that airport revenue will be down some 3% -5% due to this loss.
- All Wizz Air destinations are covered by other airlines, but their flights are full and discussions continue with other airlines to increase capacity.
- Tui have confirmed their commitment to have three aircraft based at the airport this summer.
- Discussions continue with Qatar Airlines about reinstatement of their service to Cardiff. The airworthiness of some of their planes has been queried and they are liaising with the manufacturers to resolve this problem, which is causing the delay.
- Due to the Russian/Ukraine war, European flights need to avoid the conflict area, which means most eastbound flights now go over Spain, Portugal, Greece etc. The resultant congestion may well result in delays in flight arrivals/departures.
- Ground handling staff are generally employed by agents working for the different airlines, not by the airport. Some airlines ensure that there are sufficient staff, whilst others, usually budget, do not, which could result in baggage handling etc. delays.
- The airport is in the third year of a restructuring plan agreed with Welsh Government, although Covid has resulted in some delays with completion now likely to be 2026/27.
- There have been some adverse press comments made about the airport, which, however, do not include overseas visitors to Wales and the jobs benefit to Wales economy from associated aeronautical companies including British Airways engine overhaul centre next to the airport.
- Public transport access to the airport is poor, particularly with the withdrawal of the regular bus to Cardiff centre, but low passenger numbers do not justify maintaining this service. Most passengers either park at the airport or are dropped off and the public transport issue is not deemed to be a major impact on passenger numbers.