



MINUTES OF THE ST ATHAN COMMUNITY COUNCIL
GENERAL MEETING HELD TUESDAY 5th JULY 2022
REMOTELY AND IN THE COMMUNITY COUNCIL HALL



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 B Acott	Aberthaw Power Station Local Liaison Committee Bro Tathan Local Council Liaison Committee Friends of the Glamorgan Heritage Coast Llantwit Major Town Public Footpaths Forum.
Councillor R Christian	Friends of the Glamorgan Heritage Coast Llantwit Major Town Public Footpaths Forum.
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

APOLOGIES

Councillor D Willmot	General Maintenance Committee Aberthaw Cement Works C.L.C. School Governors
Councillor J Angove	Merger Council Building / Library Bro Tathan Local Council Liaison Committee

MINUTE	ITEM	ACTION
2261.	<p><u>WELCOME</u></p> <p>The Chairman welcomed those present to the meeting, in particular, Co-opted Councillors; Rebecca Christian representing Gileston and Sherly Harries representing St Athan.</p> <p>The undermentioned were nominated and duly elected to serve on the following external committees:</p> <p>Cllr R Christian Friends of the Glamorgan Heritage Coast Llantwit Major Public Footpaths Committee</p> <p>Cllr S Harries One Voice Wales Vale of Glamorgan Council, Community Liaison Committee</p>	

2262.	<u>DECLARATION OF INTEREST</u> None	
2263.	<u>CONFIRMATION OF GENERAL MEETING MINUTES</u> PROPOSED By: Councillor B Acott SECONDED By: Councillor D White That the minutes of the General Meeting held on the 14 th June 2022 be accepted as a true record of proceedings.	CARRIED
2264.	<u>MATTERS ARISING FROM THE GENERAL MEETING</u> The following matters remain on going: a. Allotment.	
2265.	<u>STANDING ORDER SUSPENSION</u> PROPOSED By: Councillor S Toker SECONDED By: Councillor B Acott That Standing Orders be suspended to permit Mr David George from the Welsh Government, Bro Tathan, to brief members on current and future development plans for the site going forward. PROPOSED By: Councillor B Acott SECONDED By: Councillor D White That following the above presentation, Standing Orders be reinstated.	CARRIED CARRIED
2266.	<u>FINANCIAL STATEMENT</u> The Chairman presented a Financial Statement of Accounts as at the 30 th June 2022. Copy at Annex A. PROPOSED By: Councillor S Toker SECONDED By: Councillor B Acott That the presented financial statement be accepted as a true record of council financial accounts. Internal audit of accounts will be held quarterly, commencing in September 2022. The undermentioned will conduct the audit. Councillor: S Toker Councillor: R Christian Councillor: Councillor: D White Councillor: S Harries	CARRIED
2267.	<u>CORRESPONDENCE</u> a. Thank You letter from Flemingston Church in respect of £200.00 donation. b. Resident concerns (1) Coach travelling to/from Manor House.	

<p>2267 Cont.</p>	<p>(2) Rock Road - overgrown vegetation.</p> <p>Welsh Government</p> <p>c. Toolkit - Thank you letter from the Minister for Finance and Local Government.</p> <p>Vale Council</p> <p>d. Candidate survey – Local Government Election. e. Town/Community Expenses - Overdue. f. Call for Candidates Sites. g. Invitation to Submit Candidate Sites and Consultation Portal Update. h. Town and Community Council report on the Vale of Glamorgan Council’s Standards Committee. i. Speak Out Hub. j. Special Standards Committee – Dispensation Application.</p> <p>One Voice Wales</p> <p>k. Collaboration Programme Wales Phase 3 (ACPW3) Grant Scheme. l. Shaping Wales’ Future. m. Wales Nature Week. n. Local Places for Nature Officer. o. Young Traders Market. p. Statutory guidance relating to the Local Government and elections (Wales) Act 2021. q. The Finance and governance Toolkit for Community and Town Councils. r. Community Ownership Fund Round 2. s. Age Matters – quarterly newsletter from Age Cymru t. Call out for good practice – global warming and climate change. u. SE Wales Regional Engagement Team. v. Section 106 Annual Report.</p>	
<p>2268.</p>	<p><u>CHAIRMAN’S ACTIONS</u></p> <p>a. Invite sent to Welsh Government, Bro Tathan, Llantwit Major Town Council and Llanmaes Community Council to attend the Council meeting in on 5th July 2022. b. Submitted Annual Remuneration record FY 2021/22 to Independent Panel for Wales. c. Submitted annual financial audit return FY 2021/22 to Wales Audit. d. Bid made to One Voice Wales in respect of £100 training bursary. e. Chair and Clerk attended an informal East Aberthaw Solar Panel project consultation at Rhoose. f. Wrote to Thirty47 company confirming no need to present to Council Ref East Aberthaw solar panel project. g. Confirm Councillor D Willmot will continue in the role of MAR at St Athan Primary School. h. Crime stats for St Athan Ward, May 2022 sent to members. i. Wrote to the Vale Council regarding:</p> <p>(1) Inconsistency in respect of free Induction Training for new Councillors. (2) New Councillor details passed to the Electoral Registrations Officer. (3) Request made for 106 funds for the provision and installation of roof solar panels onto the Council building.</p>	

2269.	<p>INVOICES (June 2022)</p> <p>Income Beavers & Scouts 20.00 Fete 22 – Stallholders 30.00 Ladies What Dance 80.00 Whist Club 20.00</p> <p>Expenditure</p> <p>Admin Microsoft License (Office 365) 11.28 Councillor Training 35.00 Councillor Remuneration (Attendance allowance) 120.00 Admin (Stationery) 19.01 Onecom (Telephone & Broadband) 40.66 Caretaker Salary 363.66 Clerk Salary 858.27 HMRC 312.06</p> <p>Council Building Council Tax 211.00 E-ON Next 33.52 Building Maintenance (Wi-Fi Spurs) 897.11</p> <p>Grants Grant (Flemingston Church) 200.00</p> <p>Ward Fete 191.80 Flower Baskets 445.20 Edenvale (Grass cut) 150.00 Feeder pillar x2 19.00</p> <p>PROPOSED By: Councillor J Lynch-Wilson SECONDED By: Councillor S Toker</p> <p>That the above income and expenditure payments are accepted as correct and that the £100 raised at the fete held on 2nd July is donated to the RAF Cadets, for all their support and assistance during day.</p>		CARRIED
2270.	<p><u>PLANNING APPLICATIONS</u></p> <p>a. Town and Country Planning Act, 1990 (as amended) Planning Application No. 2022/00692/FUL (CJ) Location: 7, Pant Y Celyn Place, St Athan Proposal: Proposed new dwelling on land adjacent to 7, Pantycelyn Place, St. Athan.</p> <p>PROPOSED By: Councillor R Christian SECONDED By: Councillor s Harries</p> <p>That no objection to be raised in respect of this planning application and submitted to the Vale of Glamorgan Council.</p> <p>b. Town and Country Planning Act, 1990 (as amended)</p>	CARRIED	

2274 Cont.	<p>Produced Training Plan. Produce Annual Governance Statement.</p> <p>Ongoing Well-being Plan Welsh Language Measures 2011 Website Accessibility Biodiversity Plan Resources and Management</p> <p>Not started Procurement of Goods Protocol.</p>																																															
2275.	<p><u>COUNCIL TRAINING POLICY PLAN</u></p> <p>PROPOSED by: Councillor S Toker SECONDED by: Councillor R Christian</p> <p>That the Council Training Policy presented to council be adopted and put into practice.</p>	CARRIED																																														
2276.	<p><u>COUNCILLOR TRAINING MODULES</u></p> <p>In line with the Council Training Policy, members agreed to attend two training module per year.</p> <table border="0"> <thead> <tr> <th data-bbox="316 1003 419 1032">Module</th> <th data-bbox="507 1003 667 1032">Course Title</th> </tr> </thead> <tbody> <tr><td>1.</td><td>The Council.</td></tr> <tr><td>2.</td><td>The Councillor.</td></tr> <tr><td>3.</td><td>The Council as an Employer.</td></tr> <tr><td>4.</td><td>Understanding the Law.</td></tr> <tr><td>5.</td><td>The Council Meeting.</td></tr> <tr><td>6.</td><td>Local Governance Finance.</td></tr> <tr><td>7.</td><td>Health & Safety.</td></tr> <tr><td>8.</td><td>Introduction to Community Engagement.</td></tr> <tr><td>9.</td><td>Code of Conduct.</td></tr> <tr><td>10.</td><td>Chairing Skills.</td></tr> <tr><td>11.</td><td>No longer available.</td></tr> <tr><td>12.</td><td>Creating a Community Place Plan.</td></tr> <tr><td>13.</td><td>Community Engagement Part II.</td></tr> <tr><td>14.</td><td>Equality & Diversity.</td></tr> <tr><td>15.</td><td>Information Management.</td></tr> <tr><td>16.</td><td>Use of IT, Websites and Social Media.</td></tr> <tr><td>17.</td><td>Making Effective Grant Applications.</td></tr> <tr><td>18.</td><td>Effective Management of Staff.</td></tr> <tr><td>19.</td><td>Devolution of Services/Community Asset Transfer.</td></tr> <tr><td>20.</td><td>Wellbeing of Future Generations Act 2015 / Sustainability.</td></tr> <tr><td>21.</td><td>Advanced Local Government Finance.</td></tr> <tr><td>22.</td><td>Understanding Mediation.</td></tr> </tbody> </table>	Module	Course Title	1.	The Council.	2.	The Councillor.	3.	The Council as an Employer.	4.	Understanding the Law.	5.	The Council Meeting.	6.	Local Governance Finance.	7.	Health & Safety.	8.	Introduction to Community Engagement.	9.	Code of Conduct.	10.	Chairing Skills.	11.	No longer available.	12.	Creating a Community Place Plan.	13.	Community Engagement Part II.	14.	Equality & Diversity.	15.	Information Management.	16.	Use of IT, Websites and Social Media.	17.	Making Effective Grant Applications.	18.	Effective Management of Staff.	19.	Devolution of Services/Community Asset Transfer.	20.	Wellbeing of Future Generations Act 2015 / Sustainability.	21.	Advanced Local Government Finance.	22.	Understanding Mediation.	
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2277.	<p><u>COUNCIL HALL LIGHTING</u></p> <p>PROPOSED by: Councillor B Acott SECONDED by: Councillor D White</p>																																															

2277 Cont.	That the current lighting in the Old School Community Centre is inefficient and is to be replaced with a modern LED strip lighting, at a total cost not to exceed £ 1100.00 including VAT.	CARRIED
2278.	<p><u>COUNCIL NOTICEBOARD</u></p> <p>The Vale Council have (in principle) given permission to install a public noticeboard along Rectory Road. Quotes for supply and installation have been sent out.</p> <p>Councillor D White agreed to investigate with the Vale Council Tourist Department about where to get quality noticeboard at best value for money.</p>	
2279.	<p><u>WAR MEMORIAL</u></p> <p>As part of the Council's Biodiversity Plan, poppy seeds have been sown and an area has been left for wildflowers to grow. The RAF Cadets will be painting the metal railings and inside the bus shelter during the summer.</p> <p>Members were asked to submit ideas for the building of a hard standing near to the memorial in time for the next Council meeting in September 2022.</p>	
2280.	<p><u>DIARY DATE</u></p> <p>2022</p> <p>Tuesday 12th July Community Activities Working Group Meeting. Saturday 3rd September Community Litter Pick. Tuesday 6th September Council General Meeting. Tuesday 13th September Council Project Meeting Tuesday 11th October Council General Meeting. Tuesday 1st November Council General Meeting. Tuesday 8th November Community Activities Working Group Meeting Sunday 13th November Civic Remembrance Service. Tuesday 15th November Council Finance Meeting. Saturday 19th November Council Newsletter Out. Sunday 27th November Christmas Lights Switch On. Tuesday 6th December Council General Meeting. Sunday 18th December Open Top Bus.</p> <p>2023</p> <p>Tuesday 3rd January Council General Meeting. Tuesday 7th February Council General Meeting. Tuesday 7th March Council General Meeting. Tuesday 14th March Community Activities Working Group Meeting. Tuesday 2nd May AGM/Council General Meeting. Sunday 7th May Community Litter Pick Saturday 27th May Council Newsletter Out Saturday 2nd September Summer Fete & Party in the Park.</p>	
2281.	<p><u>FINANCIAL APPEALS</u></p> <p>None.</p>	
2282.	<p><u>ANY OTHER BUSINESS</u></p> <p>County Councillor S Haines - Informed members that in the very near future, the Vale Council will open a consultation for members of the public to have</p>	

<p>2282 Cont.</p>	<p>their say over the development of an Active Travel Route between St Athan and Rhoose.</p> <p>Councillor D White - Made the following comments:</p> <ol style="list-style-type: none"> a. A meeting is to be arranged with the Wildlife Conservation Trust to co-ordinate how best to protect wildlife within the ward. b. Wildflower seeds were handed out to thirty-three families at the fete, to be sown in their gardens. Families will be contacted in the autumn to gauge the number of bee's visiting, as part of the 'Bee kind' campaign. c. The Brownies have successfully set up a garden area at The Gathering place. <p>Councillor S Toker – Agreed to investigate the Council hosting its own Facebook account and report back to Council at the September meeting.</p> <p>County Councillor J Lynch-Wilson – made the following comments:</p> <ol style="list-style-type: none"> a. The Paul Lewis Community Centre will hold its AGM soon, date to be confirmed. b. S106 money for the upgrade of the football changing rooms has been delayed. There is a possibility to spend the money on seating benches and Gym equipment. <p>Chairman R Eustace – Thanked the Council Project Committee for all their hard work in organising and hosting the Community Fete and evening Party in the Park event, in particular Councillors; Julie Lynch-Wilson, Sandra Toker, Denies White, Derek Willmot and Clerk to the Council Mr David Patterson. Mr Kevin Lynch-Wilson and the RAF Cadets are also thanked for their assistance in the setting up and dismantling of both events.</p>	
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There being no further business to discuss the meeting closed at 9.52pm.

Next General Community Council meeting is to be held on Tuesday 6th September 2022 at 7:30pm.

ST. ATHAN COMMUNITY COUNCIL
FINANCIAL STATEMENT – 30th JUNE 2022

RESERVE ACCOUNT

Income	6,052.95
Expenditure	0.00
Balance	6,052.95

CURRENT ACCOUNT

Income	
Balance Brought Forward	3,227.77
Precept	16,544.00
Hall hire	524.00
VAT Refund	1812.36
Community Fete	140.00
Total	22,248.13
Expenditure	
Administration	7,965.00
Chairman's Allowance	0.00
Council Property	3,177.65
Grants & Donations	200.00
St Athan Ward	3,236.70
Total	14,579.35
Balance	7,668.78

ONE VOICE WALES COMMITTEE MEETING
HELD (REMOTELY) ON 4TH JULY 2022

REPORT BY COUNCILLOR S TOKER

Guest Speaker – Mr Phil Hill – National CPR and Defibrillation Manager – Save a Life Wales We were advised that Wales is leading the way with defib provision following campaigns – Gwent was the first county to have one in every school. OVW is working with other organisations about providing ongoing advice and Training. OVW are looking to recruit 5 officers across Wales.

CPR and Defib training will become part of the National Curriculum from October in Wales and they are working towards getting this included in the Driving Test.

The Senedd is supportive and there is still some funding available if required providing the cost of the cabinet for storage is covered. Funding is available for schools without one providing there isn't another one within 500mtrs.

The British Heart Foundation run a National Circuit of Equipment which should have all defib registered including location/ availability if limited/ codes for access etc. this will also be shared with Welsh Ambulance Service. This will also include directions if the defib is not in an obvious location.

There is currently 7000+ registered units in Wales which does not include Schools/ GP Surgeries and Dental Practices.

Training can be provided to communities but it probably best to advertise as Community Awareness or a life skill as many people are put off coming along to training events in case there are exams.

Most important is to call 999 should you ever need to use one so you can be pointed in the correct direction and talked through anything you need to know. You would not be alone in this situation.

AGM

Membership was advised as 51 of 52 councils from the region.

Cllr John Hughes – St Fagans – Elected Chair

Cllr Mike Cuddy – Penarth – Elected Vice Chair Chair/ Vice Chair will continue as reps on the NEC

Cllr Alex Trousdell – Cowbridge Health Glamorgan Heritage Coast Group Representative

Cllr Geoff Simpson – Health Board Representative to be elected as tenure is complete after next meeting

Ordinary Meeting

Large Councils Committee - Mike Cuddy gave a short presentation about decarbonisation and advised there was a discussion regarding the lack of candidates and difficulties with clerk recruitment

There was a discussion regarding how to hold meetings going forward – the pros and cons of hybrid/ online and in person was debated.

The One Voice Wales Conference will be held virtually on 24.09.2022.

Training

Wendi sends a monthly email and Maria advised that there is current a WG bursary available to cover 50% of the following course costs: Both Finance Modules/ Understanding the Law and Code of Conduct training There was a short discussion regarding the results of the Remuneration Panel for Wales. Panel Chair is due to retire so a new chair needs to be appointed.

FOOTPATH FORUM LLANTWIT TOWN COUNCIL MEETING
HELD ON 4TH JULY 2022

REPORT BY COUNCILLOR B ACOTT

The Terms of Reference and Group Membership was approved. The St Athan footpath no 2 was discussed and the Vale of Glamorgan Rights of Way Officer agreed that it would be reinstated from the junction with the new Cycle/Footpath on Cowbridge Road.

All other business referred to Footpaths in an adjacent community.