



**MINUTES OF THE ST ATHAN COMMUNITY COUNCIL GENERAL MEETING**  
**HELD TUESDAY 4<sup>th</sup> JULY 2023 IN THE COUNCIL HALL**

**PRESENT**

Councillor R Eustace (RE) (Chairman)	Projects Committee General Maintenance Committee Merger Council Building / Library Bro Tathan Local Council Liaison Committee Cardiff Airport Liaison Committee Conservation Area Planning - Flemingston
Councillor R Christian (RC)	Power Station Liaison Committee Friends of the Glamorgan Heritage Coast Llantwit Major Town Public Footpaths Forum. Conservation Area Planning - Gileston
Councillor S Harries (SH1)	One Voice Wales Vale of Glamorgan Council, Community Liaison Committee
Councillor S Hignell (SH2)	
Councillor M Levett (ML)	
Councillor S Toker (ST)	Projects Committee One Voice Wales Vale of Glamorgan Council, Community Liaison Committee
Councillor D White (DW1)	Projects Committee
Councillor D Willmot (DW2)	General Maintenance Committee Aberthaw Cement Works C.L.C. School Governors
County Councillor S Haines (SH)	

MINUTE	ITEM	ACTION
2543.	<b><u>WELCOME</u></b>  The Chairman welcomed those attending, especially Co-Opted Councillors Stuart Hignall and Maxine Levett, to this their first community council meeting and spoke briefly about the benefits of having a 'fire side chat' with the Chairman.	
2544.	<b><u>APOLOGIES FOR ABSENCE</u></b>  County Councillor Julie Lynch-Wilson. Councillor Gareth Berrill.	
2545.	<b><u>DECLARATION OF INTEREST</u></b>  Grant of Dispensation:	



MINUTE	ITEM	ACTION
2549.	<p><b><u>FINANCIAL STATEMENT</u></b></p> <p>PROPOSED By: Councillor S Toker SECONDED By: Councillor D White</p> <p>That the presented financial statement as of 30<sup>th</sup> June 2023 be accepted as a true record of council financial accounts. Details at Annex A.</p> <p>The current energy supply contract for the council building is to be extended for a further two years, resulting in annual costs of approximately £3,692.</p>	CARRIED.
2550.	<p><b><u>CORRESPONDENCE</u></b></p> <p><b>Vale Council</b></p> <p>13/06/23 Vale Youth Service Summer Programme 22/06/23 St. Athan Community Social Event 22/06/23 Vale Public Services Board/Town and Community Council Exchange Meeting 18<sup>th</sup> July 2023. 22/06/23 St. Athan Community Event Poster. 27/06/23 Vale Summer Fete.</p> <p><b>One Voice Wales</b></p> <p>07/06/23 Notice of Vacancy Clerk/ RFO Coychurch Higher Community Council 12/06/23 Amended Standing Orders 2023 15/06/23 Infrastructure (Wales) Bill 2023 21/06/23 Consultation on extending the term of office for the Older People’s Commissioner for Wales from 4 to 7 years. 21/06/23 Procurement Bill Secondary Legislation: Consultation Launch – Part One 22/06/23 Vale Public Services Board/Town and Community Council Exchange Meeting 18<sup>th</sup> July 2023. 23/06/23 July 2023 training dates. 23/06/23 TRO Public Consultation Open – Proposed Exceptions to Wales 20mph Default Speed limit 03/07/23 Ogmore Valley – Clerk Vacancy</p> <p><b>Other</b></p> <p>04/06/23 SW Police Crime Stats 07/06/23 Promo-Pro (Polo Shirts) 09/06/23 GVS Health Social Care &amp; Wellbeing ebulletin 09/06/23 Latest news from Planning Aid Wales 12/06/23 20’s Plenty for Us 14/06/23 Internal Audit – Auditor Letter. 23/06/23 GVS Health Social Care &amp; Wellbeing ebulletin 23.6.2023.</p>	

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2550. Cont...	23/06/23 Llantwit Major TC – Town Mayor Tea Party. 27/06/23 Fire Service – Safer Together – Have Your Say 2023. 27/06/23 NatWest Bank – Changes to Business Account terms. 28/06/23 CYMI – Spotlight on Serco ex-forces – from army to civvy street																																											
2551.	<p><b><u>CHAIRMAN'S ACTIONS</u></b></p> <p>The Chairman has contacted Vale Highways regarding, speed limit signs for Flemingston and parking in St Athan village. On site meeting to be arranged.</p> <p>County Councillor S Haines confirmed 20mph signage would be installed in St Athan Ward, in line with current Vale of Glamorgan plans. He also agreed to contact Vale Highways regarding parking issues in the Ward.</p>	SH - Liaise with Vale Council over Ward parking issues.																																										
2552.	<p><b><u>INVOICES (JUNE 2023)</u></b></p> <p><b>Income</b></p> <table> <tr> <td>Fete - Stallholder</td> <td>20.00</td> </tr> <tr> <td>Ladies what Dance</td> <td>120.00</td> </tr> <tr> <td>Zurich Insurance</td> <td>1380.00</td> </tr> <tr> <td><b>Total Income</b></td> <td><b>1520.00</b></td> </tr> </table> <p><b>Expenditure</b></p> <p><b>Admin</b></p> <table> <tr> <td>Building &amp; Public liability Insurance</td> <td>2,611.78</td> </tr> <tr> <td>Clerk Salary</td> <td>1667.41</td> </tr> <tr> <td>Councillor Remuneration</td> <td>100.00</td> </tr> <tr> <td>HMRC</td> <td>689.66</td> </tr> <tr> <td>Microsoft License</td> <td>11.28</td> </tr> <tr> <td>Stationery &amp; Postage</td> <td>3.30</td> </tr> <tr> <td>Telephone &amp; Broadband</td> <td>52.52</td> </tr> <tr> <td>Internal Auditor Fee</td> <td>35.00</td> </tr> <tr> <td><b>Total</b></td> <td><b>5,170.95</b></td> </tr> </table> <p><b>Council Building</b></p> <table> <tr> <td>Council Tax</td> <td>222.00</td> </tr> <tr> <td>Caretaker Salary</td> <td>361.33</td> </tr> <tr> <td>Electric</td> <td>76.78</td> </tr> <tr> <td>3T Restoration (Floor repair)</td> <td>1,625.20</td> </tr> <tr> <td>Crystal Clean Cardiff (Roof repair)</td> <td>1,850.00</td> </tr> <tr> <td>Skip Hire</td> <td>170.00</td> </tr> <tr> <td>Water Rates</td> <td>69.79</td> </tr> <tr> <td><b>Total</b></td> <td><b>4,375.10</b></td> </tr> </table>	Fete - Stallholder	20.00	Ladies what Dance	120.00	Zurich Insurance	1380.00	<b>Total Income</b>	<b>1520.00</b>	Building & Public liability Insurance	2,611.78	Clerk Salary	1667.41	Councillor Remuneration	100.00	HMRC	689.66	Microsoft License	11.28	Stationery & Postage	3.30	Telephone & Broadband	52.52	Internal Auditor Fee	35.00	<b>Total</b>	<b>5,170.95</b>	Council Tax	222.00	Caretaker Salary	361.33	Electric	76.78	3T Restoration (Floor repair)	1,625.20	Crystal Clean Cardiff (Roof repair)	1,850.00	Skip Hire	170.00	Water Rates	69.79	<b>Total</b>	<b>4,375.10</b>	
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2553.	<p><b><u>PLANNING APPLICATION(S)</u></b></p> <p>a. Town and Country Planning Act, 1990 (as amended) Planning Application No. 2023/00546/FUL (HUD) Location: 3, Sycamore Avenue, Eglwys Brewis Proposal: Single storey extension to rear of property and addition of two storey extension located to gable side of existing property. Extension to match existing materials.</p> <p>Due to submission deadline date of 23rd June 2023, ‘No Object’ submitted to Vale Council.</p> <p>b. Town and Country Planning Act, 1990 (as amended) Planning Application No. 2023/00150/LBC Location: Rose Cottage, Gileston Proposal: Replacement of existing thatch roof. Approved, 24<sup>th</sup> May 2023</p> <p>c. Town and Country Planning Act, 1990 (as amended) Planning Application No. 2023/00560/FUL (CJ) Location: Yummies Kebab, Old Post Office, St. Athan Proposal: Change of Use from A3 coffee shop/tearoom to a shop offering food and drink home delivery service with restricted hot food takeaway (Sui Generis/Use Class A3)</p> <p>PROPOSED By: Councillor S Toker SECONDED By: Councillor S Harries</p> <p>That a ‘No Objection’ response to be submitted to the Vale Council. Comment on ongoing parking issues to be included in the submission.</p>	CARRIED. Clerk Submit ‘No Object’ and comment on parking issues to Vale Council.																

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2553. Cont.	<p>d. Town and Country Planning Act, 1990 (as amended) Planning Application No. 2023/00300/FUL Location: 21, Glebeland Place, St. Athan Proposal: Wrap around single storey extension (rear and side) with extended front porch. Loft conversion with large rear dormer, small dormer to the front over new staircase and two roof lights to the front within new bedroom space. Internal remodelling to suit extension and loft conversion. Approved 15<sup>th</sup> June 2023</p> <p>e. Town and Country Planning Act, 1990 (as amended) Planning Application No. 2022/00511/FUL Location: 25, Picketston Close, Eglwys Brewis Proposed: 2 storey side extension, internal alterations, garage conversion and single storey extension to form kitchen/family room. Refused 15<sup>th</sup> June 2023.</p>																																																																																	
2554.	<p><b><u>REPORTS</u></b></p> <p><b>Councillor S Toker</b> attended Community Engagement Training on 27<sup>th</sup> June 2023. Details at Annex B.</p>																																																																																	
2555.	<p><b><u>COUNCIL &amp; WARD DIARY</u></b></p> <p style="text-align: center;"><b><u>2023</u></b></p> <p><b>July</b></p> <table border="1"> <tr> <td>04 Tue</td> <td>19.00 - 21.00</td> <td>Community Council Meeting</td> <td>Council Hall</td> </tr> <tr> <td>11 Tue</td> <td>14.00 - 15.00</td> <td>Community Activities Working Group</td> <td>The Three Horseshoes</td> </tr> <tr> <td>19 Wed</td> <td>10.00 - 13.00</td> <td>Community Information &amp; Social Event</td> <td>PLCC</td> </tr> <tr> <td>29 Sat</td> <td>19.00 - 23.59</td> <td>Race Night or Quiz Night</td> <td>PLCC</td> </tr> </table> <p><b>September</b></p> <table border="1"> <tr> <td>02 Sat</td> <td>12.00 - 19.00</td> <td>Community Summer Fete/Music in the Park</td> <td>Sports Field</td> </tr> <tr> <td>03 Sun</td> <td>14.00 - 16.00</td> <td>Community Autumn Litter Pick</td> <td>PLCC</td> </tr> <tr> <td>05 Tue</td> <td>19.00 - 21.00</td> <td>Community Council Meeting</td> <td>Council Hall</td> </tr> <tr> <td>19 Tue</td> <td>19.00 - 21.00</td> <td>Community Public Meeting</td> <td>PLCC</td> </tr> </table> <p><b>October</b></p> <table border="1"> <tr> <td>03 Tue</td> <td>19.00 - 21.00</td> <td>Community Council Meeting</td> <td>Council Hall</td> </tr> <tr> <td>14 Sat</td> <td>19.00 - 23.59</td> <td>Oktober Fest</td> <td>PLCC</td> </tr> <tr> <td>28 Sat</td> <td></td> <td>Craft Fair</td> <td>St Tathan Church</td> </tr> <tr> <td>29 Sun</td> <td>15.00 - 18.00</td> <td>Children's Halloween Party</td> <td>PLCC</td> </tr> <tr> <td>31 Tue</td> <td>17.00</td> <td>The Real Meaning of Halloween</td> <td>St Tathan Church</td> </tr> </table> <p><b>November</b></p> <table border="1"> <tr> <td>01 Wed</td> <td>19.00 - 21.00</td> <td>Lamp Post Poppies Up</td> <td>RAF Cadets</td> </tr> <tr> <td>07 Tue</td> <td>19.00 - 21.00</td> <td>Community Council Meeting</td> <td>Council Hall</td> </tr> <tr> <td>12 Sun</td> <td>10.00 - 11.30</td> <td>Civic Event - Remembrance Sunday Service</td> <td>St Tathan Church</td> </tr> <tr> <td>12 Sun</td> <td>11.30 - 13.00</td> <td>Remembrance Day Refreshments</td> <td>PLCC</td> </tr> <tr> <td>21 Tue</td> <td>19.00 - 21.00</td> <td>Community Council Finance Meeting</td> <td>Council Hall</td> </tr> <tr> <td>22 Wed</td> <td>19.00 - 21.00</td> <td>Lamp Post Poppies Down</td> <td>RAF Cadets</td> </tr> <tr> <td>26 Sun</td> <td>12.00 - 17.00</td> <td>Christmas Market</td> <td>PLCC</td> </tr> </table>	04 Tue	19.00 - 21.00	Community Council Meeting	Council Hall	11 Tue	14.00 - 15.00	Community Activities Working Group	The Three Horseshoes	19 Wed	10.00 - 13.00	Community Information & Social Event	PLCC	29 Sat	19.00 - 23.59	Race Night or Quiz Night	PLCC	02 Sat	12.00 - 19.00	Community Summer Fete/Music in the Park	Sports Field	03 Sun	14.00 - 16.00	Community Autumn Litter Pick	PLCC	05 Tue	19.00 - 21.00	Community Council Meeting	Council Hall	19 Tue	19.00 - 21.00	Community Public Meeting	PLCC	03 Tue	19.00 - 21.00	Community Council Meeting	Council Hall	14 Sat	19.00 - 23.59	Oktober Fest	PLCC	28 Sat		Craft Fair	St Tathan Church	29 Sun	15.00 - 18.00	Children's Halloween Party	PLCC	31 Tue	17.00	The Real Meaning of Halloween	St Tathan Church	01 Wed	19.00 - 21.00	Lamp Post Poppies Up	RAF Cadets	07 Tue	19.00 - 21.00	Community Council Meeting	Council Hall	12 Sun	10.00 - 11.30	Civic Event - Remembrance Sunday Service	St Tathan Church	12 Sun	11.30 - 13.00	Remembrance Day Refreshments	PLCC	21 Tue	19.00 - 21.00	Community Council Finance Meeting	Council Hall	22 Wed	19.00 - 21.00	Lamp Post Poppies Down	RAF Cadets	26 Sun	12.00 - 17.00	Christmas Market	PLCC	
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2555 Cont.	26 Sun	17.30 - 17.15	Procession of Light	PLCC
	26 Sun	18.00	Christmas Light Switch On	Three Horseshoes
	26 Sun	18.15 - 19.00	Christingle Service	St Athan Church
<b>December</b>				
	02 Sat	15.00 - 18.00	Children's Christmas Party	PLCC
	05 Tue	19.00 - 21.00	Community Council Meeting	Council Hall
	17 Sun	14.00 - 16.00	Santa Visits St Athan	Ward
<b>2024</b>				
<b>January</b>				
	03 Wed	19.00 - 21.30	Panto -Beauty and the Beast	PLCC
	09 Tue	19.00 - 21.00	Community Council Meeting	Council Hall
<b>February</b>				
	06 Tue	19.00 - 21.00	Community Council Meeting	Council Hall
	16 Fri	18.00 - 21.00	Variety Show	PLCC
<b>Community Weekly Events</b>				
	3 <sup>rd</sup> Mon/Mth	12.00 - 13.00	Cupper with a Copper	Three Horseshoes
	Every Wed		V Pod Bus	PLCC
	Every Tue	09.30 - 11.30	Library Open	St Athan Library
	Every Thu	14.00 - 16.00	Library Open	St Athan Library
	Every Sat	09.30 - 11.30	Library Open	St Athan Library
<b>Regular Club Activities</b>				
Day	Activity	Timings	Location	
Mon	3 <sup>rd</sup> Monday in month - Cuppa with a Copper	12.00 - 13.00	The Three Horseshoes	
	Kick Boxing	TBC	PLCC	
	Learn & play Toddlers	09.00 - 11.00	The Gathering Place	
	Work Club	10.00 - 12.00	The Gathering Place	
	Ladies What Dance	10.00 - 12.00	Council Hall	
	Cuppa with a Copper 3 <sup>rd</sup> Mon/Month	12.00 - 13.00	The Three Horseshoes	
	Rainbows, Brownies, Guides	17.30 - 19.30	The Gathering Place	
	Line Dancing	19.30 - 20.30	The Gathering Place	
	Women's Institute 1 <sup>st</sup> Mon/Month	TBC	Council Hall	
Tue	Vale Support Hub	12.30 - 14.30	The Gathering Place	
	Library open	09.30 - 11.30	Behind the Post Office	
	Zumba Gold	11.00 - 12.00	The Gathering Place	
	Irish Dancing for Kids	16.30 - 18.30	The Gathering Place	
Wed	Zumba	TBC	PLCC	
	Every Wed - V Pod Bus (Youth club)	TBC	PLCC	
	Creative Writing Group	10.00 - 13.00	The Gathering Place	
	Gardening Club	10.30 - 12.30	The Gathering Place	
	Coffee Morning, 2 <sup>nd</sup> Wed/Month	10.30 - 12.30	The Gathering Place	
	Karate	17.30 - 19.00	The Gathering Place	
	On Stage Theatre Company (Age 6 to 16)	17.00 - 19.00	PLCC	
Thu	CAOS - Total CAOS (Junior Group Age 6 to 16)	18.00 - 19.30	PLCC	
	CAOS - Adult Choir and Acting Group)	19.30 - 21.30	PLCC	
Thu	Linda's LBTs	10.30 - 11.30	The Gathering Place	
	Library open	14.00 - 16.30	Behind the Post Office	
	Dance Steps with Sue	17.00 - 21.00	The Gathering Place	
	Scouts	19.00 - 21.00	Council Hall	

MINUTE	ITEM		ACTION
2555. Cont.		Bingo	20.00 - 10.30 PLCC
		Ladies What Dance	10.00 - 12.00 Council Hall
	Fri	Ju-Jitsu	18.00 - 21.00 PLCC
		Karate	17.30 - 19.00 The Gathering Place
		Slimming World	07.30 - 10.30 The Gathering Place
		Ju-Jitsu	Coming Soon Council Hall
	Sat	Library open	09.30 - 11.30 Behind the Post Office
	Sun	Worship	10.00 - 12.00 The Gathering Place
2556.	<p><b><u>OFFICE REFURBISHMENT</u></b></p> <p>PROPOSED By: Councillor D White SECONDED By: Councillor S Toker</p> <p>That the office wall be removed to allow greater use of the area for meetings, club activities and social events. Total refurbishment cost £1,875.</p>		<p><b>CARRIED.</b> Clerk – Arrange start date with contractor.</p>
2557.	<p><b><u>HYBRID MEETINGS</u></b></p> <p>The Local Government and Elections (Wales) Act 2021 require councils to conduct both in person and remote meetings when appropriate. Identification of suitable technological equipment is to be carried out and reported on at the September Community Council Meeting.</p>		<p>(ST) - Identify hybrid meeting equipment and associated costs.</p>
2558.	<p><b><u>CHRISTMAS LIGHTS QUOTES</u></b></p> <p>Quotes for the installation and removal of Christmas lights have been received from 'Floodlighting &amp; Electrical' and 'Crystal Clean Cardiff'.</p> <p>PROPOSED By: Councillor D White SECONDED By: Councillor S Toker</p> <p>That Crystal Clean Cardiff be engaged for the installation and removal of Christmas lights during November 2023 and January 2024, at a cost not to exceed £1,200.00.</p>		<p><b>CARRIED.</b> Clerk - Confirm dates with contractor.</p>
2559.	<p><b><u>FETE GENERATOR</u></b></p> <p>PROPOSED By: Councillor D Willmot SECONDED By: Councillor S Harries</p> <p>That a 60KVA Generator be hired from Power Electric, Bridgend, to provide electrical power at the community fete on 2<sup>nd</sup> September 2023. Cost not to exceed £500.</p>		<p><b>CARRIED.</b> Clerk - Book generator.</p>
2560.	<p><b><u>FETE FREE CHILDRENS RIDES</u></b></p> <p>PROPOSED By: Councillor S Toker. SECONDED By: Councillor S Hignall.</p>		

MINUTE	ITEM	ACTION
2560. Cont.	That a maximum of £800 be paid to M Gill Amusements for the hire of rides at the community fete on 2 <sup>nd</sup> September 2023.	CARRIED. Clerk – Book rides.
2561.	<b><u>COUNCIL POLO SHIRTS</u></b> Turquoise polo shirt with embroidered logo to left breast.  PROPOSED By: Councillor S Hignall SECONDED By: Councillor D White  That 12 council promotional polo shirts be purchased from Promo-Pro.co.uk. costs not to exceed £200.00.	All - Provide sizes to GB. Clerk to order shirts.
2562.	<b><u>ROOF REPAIRS</u></b>  Lead stolen from council building roof in June 2023. Theft reported to Police. Insurance claim made; total repair cost £1,850.  PROPOSED By: Councillor R Christian SECONDED By: Councillor M Levett  That £1.850 be paid to Crystal Clean Cardiff for roof repairs.	CARRIED.
2563.	<b><u>BUILDING SECURITY</u></b>  Quote for security camera and additional outside lighting to be presented at the September community Council Meeting.	CARRIED. ST - Provide quote.
2564.	<b><u>CIVIC SERVICE CEREMONY 2024</u></b>  The next Civic Service Ceremony will be held on Sunday 9 <sup>th</sup> June 2024.	Noted
2565.	<b><u>LIBRARY</u></b>  Building costs for the proposed merger of the council building and library are required to move the project forward.	DW2 - Provide building costs.
2566.	<b><u>MOBILE PHONE</u></b>  A mobile phone is required to facilitate the Clerk in carrying out his duties.	ST - Investigate cost of new handset and monthly fees.
2567.	<b><u>FINANCIAL APPEALS</u></b>  None.	
2548.	<b><u>ANY OTHER BUSINESS</u></b>  Councillors R Christian and S Toker raised concerns over the lack of hedge cutting and grass cutting in the Ward. especially along Gileston Road leading to the sea front where there is a risk to pedestrians and along Cowbridge Road.	RC - Report to Vale Council.

MINUTE	ITEM	ACTION
2548. Cont.	<p>County Councillor S Haines asked that he be Cc'd into any correspondence relating to the above concerns.</p> <p><b>Councillor R Eustace</b> raised concern about the amount of litter being left on streets, hedge rows and road verges, not just in St Athan, but throughout the Vale.</p> <p>County Councillor S Haines was requested to investigate with the Vale Council how this issue could be improved upon.</p> <p><b>Councillor D White</b> suggested signs should be put in place in those areas where vegetation has been deliberately left uncut as part of this council environment policy.</p> <p><b>Clerk/RFO</b> Church crosses to come down on 28<sup>th</sup> July 2023 Next Project Committee meeting, 7pm 25<sup>th</sup> July 2023, sports field.</p>	<p>SH - Investigate with Vale Council</p> <p>DW – Provide quote for signs.</p>

There being no further business to discuss the meeting closed at 20.52pm.

Next General Community Council meeting is to be held on Tuesday 5<sup>TH</sup> September 2023 at 7pm.

**ST. ATHAN COMMUNITY COUNCIL**  
**FINANCIAL STATEMENT – 30<sup>st</sup> JUNE 2023**

**RESERVE ACCOUNT**

Balance brought forward	6,089.19
Income (interest)	5.76
Expenditure	0.00
<b>Balance</b>	<b><u>6,094.95</u></b>

**CURRENT ACCOUNT**

<b>Income</b>	
Balance B/forward	13,239.03 (a)
Hall Hire	120.00
Fete - Stallholders	20.00
Zurich Insurance	1380.00
<b>Total</b>	<b><u>1520.00</u></b> (b)
<b>Expenditure</b>	
Administration	5,080.75
Council Property	4,465.30
Chairman Allowance	0.00
Grants & Donations	0.00
St Athan Ward	876.19
<b>Total</b>	<b><u>10422.24</u></b> (c)
<b>Balance</b>	<b><u>4336.79</u></b> (a) + (b) – (c)

ONE VOICE WALES TRAINING COMMUNITY ENGAGEMENT MODULE 8  
HELD ON 27<sup>TH</sup> JUNE 2023

REPORT BY COUNCILLOR SANDRA TOKER

A discussion was had about why you should engage with your community, this was followed by a brief discussion about methods that councils had used in the past and we advised to the 10 national principles which can also help with grant/funding applications

The 10 National Principles of Community Engagement.

1. Engagement is effectively designed to make a difference.
2. Encourage and enable everyone affected to be involved if they so choose.
3. Engagement is planned and delivered in a timely and appropriate way.
4. Work with relevant partner organisations.
5. The information provided will be jargon free appropriate and understandable.
6. Make it easier for people to take part.
7. Enable people to take part effectively.
8. Engagement is given the right resources and support to be effective.
9. People are told the impact of their contribution.
10. Learn and share lessons to improve the process of engagement.