



AGENDA

ST ATHAN COMMUNITY COUNCIL

FULL GENERAL MEETING TUESDAY 8th July 2025 at 7pm

Council Chambers, Old School Hall, Church Lane, St Athan, CF62 4PL

To: St Athan Community Councillors

Please Note:

1. The public will be permitted to attend the General Meeting.
2. Members unable to attend are to inform the Clerk by **10am on Monday 7th July 2025**.

General Meeting

SER	ITEM	LEAD
1.	Welcome	Chair
2.	Attendees	Chair
3.	Apologies for absence.	Clerk
4.	Co-option of applicant for Councillor vacancy x 1	Chair
5.	<u>To receive declarations 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
6.	<u>To confirm minutes of the last general meeting held on the 3rd June 2025.</u> That subject to agreed amendments, the minutes of the General Meeting held on 3rd June 2025 be accepted as a true record of proceedings.	Chair
7.	<u>To consider any matters arising from those minutes</u>	Chair
8.	<u>Accept Minutes for AGM 2024/2025</u>	Clerk
9.	<u>Standing Orders Suspension.</u>	Chair
10.	<u>Correspondence</u>	Clerk
11.	<u>Chair's Actions/Reports</u>	Chair
12.	St Athan Ward – Financial-June 2025	Clerk

INCOME	
	JUNE
BALANCE B/F	£35,341.95
From Reserve A/C	£0.00
Rustic Roots -Rental	£1,000.00
Rustic Roots -Cleaning	£0.00
Rustic Roots Electricity	£67.62
July Fair Stallholders	£50.00
INCOME TOTAL	£1,050.00
TOTAL	£36,459.57
EXPENDITURE	
ADMINISTRATION	
Annual - SLCC	£315.00
Clerk Wages	£2,240.88
HMRC Clerk	£900.19
Clerk training	£187.20
Councillor - Attendance Remuneration	£140.00
Councillor - Training	£147.00
Microsoft License	£11.52
Microsoft - storage	£1.99
Office Equipment & Furniture	£52.52
Stationery, ink, paper, printing & postage	£135.62
Telephone and Broadband	£48.00
Mobile Phone	£10.00
Investigation of complaints-Settlement	£2,276.00
Investigation of complaints-Legal Fees	£348.00
TOTAL	£6,813.92
BUILDING AND OUTSIDE AREA	
Annual -Business Rates	£258.00
Electric - Supply	£92.23
Maintenance - Routine	£75.00
TOTAL	£425.23
WARD	
Civic Ceremony-Flowers	£73.80
Civic Ceremony-Booklets	£104.00
Community Information & Social event	£16.69
Feeder Pillar x 2	£16.55
Fete and Music Event	£330.00
Flower Baskets	£510.00
Remembrance Sunday	£100.00

	TOTAL	£1,151.04	
	CHAIR'S ALLOWANCE		
	TOTAL	£0.00	
	GRANT/DONATION		
	St Tathan Church	£400.00	
	TOTAL	£400.00	
	TOTAL EXPENDITURE	£8,790.19	
	TOTAL INCOME/Carried forward	£36,459.57	
	BALANCE	£27,669.38	
13.	<u>Crime Statistics-from correspondence</u> Not available at time of agenda distribution		Clerk
14.	<u>Financial Assistance Requests</u> No new requests.		Clerk
15.	<u>Councillor Reports</u>		Cllrs
16.	<u>Attendees on external committees and meetings</u>		Clerk
17.	<u>Planning Applications</u> Planning Application No. 2025/00524/FUL (ED) Location : 7, Walnut Grove, St Athan Proposal : Front Entrance Ramping & Platform Access.		Clerk
18.	<u>Internal Complaint</u>		Chair
19.	<u>Building Maintenance & Chamber Refurbishment/Rustic Roots</u> -update		Clerk
20.	<u>Council Events updates</u>		Chair/Cllrs/ Clerk
21.	<u>Councillor's Training Plan-update</u>		Chair
22.	<u>Councillor's personal emails</u>		Clerk
23.	<u>Code of Conduct Complaints Procedure and Declaration of Interest</u>		Clerk
24.	<u>Flemingston stones – from 3001</u>		
25.	<u>Newsletter</u>		Clerk
26.	<u>Monument</u>		Clerk
27.	<u>Rustic Roots-Business Rates</u>		Clerk
28.	<u>Rustic Roots</u> Have asked to swap the small fridge to a dishwasher.		Clerk

29.	<u>Monthly Local Surgeries-Clerk/Council</u>	Clerk
30.	<u>First aid course Clerk.</u>	Clerk
31.	<u>Clerk continued training.</u>	Clerk
32.	<u>Poppies</u>	Clerk
33.	<u>Golf Club Annington land</u>	Clerk
34.	<u>Council mobile phone</u>	Clerk
35.	<u>Any Other Business</u>	

Sandra Toker - Chair

Annex A

ST. ATHAN COMMUNITY COUNCIL
FINANCIAL STATEMENT – JUNE 2025

RESERVE ACCOUNT

Balance brought forward	£11,479.91
Income (interest)	£10.73
Expenditure	£0
Balance	£11,490.64

CURRENT ACCOUNT

Current Balance	
Income	£1,117.62
Balance Brought Forward	£35,341.35
Balance	£36,459.57

Expenditure	
Administration	£6,813.92
Building	£425.23
St Athan Ward	£1,150.04
Donations	£400
Total	£8,790.19
Balance	£27,669.38

Figures correct at time of publish