



**MINUTES OF THE ST ATHAN COMMUNITY COUNCIL GENERAL MEETING
HELD TUESDAY 14th MAY 2024 IN THE COUNCIL CHAMBER**

PRESENT

Chair & County Councillor J Lynch-Wilson	Projects Committee St Athan Community Association
Vice Chair & Councillor S Toker	Projects Committee One Voice Wales Vale of Glamorgan Council, Community Liaison Committee Media Outlet Committee
Councillor R Christian	CCR Liaison Committee Llantwit Major Town Public Footpaths Forum Conservation Area Planning – Gileston Media Outlet Committee
Councillor R Eustace	Projects Committee General Maintenance Committee Bro Tathan Local Council Liaison Committee Conservation Area Planning – Flemingston CCR Liaison
Councillor S Hignell	
Councillor M Levett	Friends of the Glamorgan Heritage Coast
Vice Chair & Councillor S Toker	Projects Committee One Voice Wales Vale of Glamorgan Council, Community Liaison Committee Media Outlet Committee
Councillor D Willmot	General Maintenance Committee Aberthaw Cement Works C.L.C. School Governors
Councillor S Haines	County Councillor

MINUTE	ITEM	ACTION
2779	<u>WELCOME</u> The Chairman welcomed those attending. Proffered thanks to the outgoing Chairman for his service during a particularly difficult period over COVID and his three years continuous role as Chairman.	
2780	<u>APOLOGIES FOR ABSENCE</u> Councillors: Cllr G Berrill	
2781	<u>DECLARATION OF INTEREST AND NATURE OF INTEREST</u> Grant of Dispensation: Cllr D Willmot, speak only on matters relating to St Athan Community Council Hub and Library Trustee. Cllr J Lynch-Wilson, speak and vote on topics related to the VOG Council's Reshaping Program and as Chair to the PLCC.	

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2782	<p>CRIME STATISTICS</p> <p>1) No representatives from SWP were present. Crime statistics provided were recorded figures as of the end of April</p> <table border="1" data-bbox="360 398 1153 1122"> <tr><td>Violence without injury</td><td>4</td></tr> <tr><td>Violence with injury</td><td>5</td></tr> <tr><td>Sexual offence</td><td>1</td></tr> <tr><td>Rape</td><td>0</td></tr> <tr><td>Residential Burglary</td><td>3</td></tr> <tr><td>Business & Community Burglary</td><td>1</td></tr> <tr><td>Vehicle Offences</td><td>2</td></tr> <tr><td>Bicycle Theft</td><td>0</td></tr> <tr><td>Shoplifting</td><td>1</td></tr> <tr><td>All other theft offences</td><td>2</td></tr> <tr><td>Arson</td><td>0</td></tr> <tr><td>Criminal Damage</td><td>2</td></tr> <tr><td>Public Order Offences</td><td>3</td></tr> <tr><td>Misc. Crimes Against Society</td><td>3</td></tr> <tr><td>Drug Offences</td><td>1</td></tr> <tr><td>Road / Traffic</td><td>2</td></tr> <tr><td>Anti-Social Behaviour</td><td>3</td></tr> </table>	Violence without injury	4	Violence with injury	5	Sexual offence	1	Rape	0	Residential Burglary	3	Business & Community Burglary	1	Vehicle Offences	2	Bicycle Theft	0	Shoplifting	1	All other theft offences	2	Arson	0	Criminal Damage	2	Public Order Offences	3	Misc. Crimes Against Society	3	Drug Offences	1	Road / Traffic	2	Anti-Social Behaviour	3	
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2783	<p><u>CONFIRMATION OF MINUTES OF THE GENERAL MEETING 9th APRIL 2024</u></p> <p><u>PROPOSED by: Councillor R Eustace</u> <u>SECONDED by: Councillor R Christian</u></p> <p>That subject to agreed amendments, the minutes of the General Meeting held on 9th April 2024 be accepted as a true record of proceedings.</p>																																			
2784	<p><u>MATTERS ARISING FROM THE LAST GENERAL MEETING</u></p> <p>The following ONGOING matters were discussed:</p> <p>(a) Min 2651d – Street lighting Active Travel Route. Ongoing.</p> <p>(b) Min 2669f – Damaged bridges Flemingston. Ongoing</p> <p>(c) Min 2685 – Noticeboards. Ongoing.</p>	<p>ACTIONS:</p> <p>a) Cty Cllr Lynch-Wilson to chase Vale Council</p> <p>b) Cty Cllr Lynch-Wilson to chase Vale Council</p> <p>c) Cllr Berrill to chase for a formal invoice for 1st Board (Received)</p>																																		

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2785	<p><u>FINANCIAL STATEMENT</u></p> <p><u>PROPOSED by: Councillor R Eustace</u> <u>SECONDED by: Councillor S Toker</u></p> <p>That the presented financial statement as of 30th April 2024 be accepted as a true record of the Council financial accounts. Details at Annex A. Further proposed that a monthly Cash flow be produced</p>	
2786	<p><u>Chain of Office</u></p> <p>Considerable discussion relating to Chain of Office. A proposal was made to accept works previously agreed and to purchase the Coronation link</p> <p>PROPOSED BY: Councillor R Eustace SECONDED BY: Councillor S Toker</p>	CARRIED
2787	<p><u>CORRESPONDENCE</u></p> <p>Welsh Government</p> <p>17th Public Appointments (via OVW)</p> <p>Vale of Glamorgan Council</p> <p>4th April Community Liaison Committee meeting reminder 11th Notification of delay to New Open-air gym 12th Community liaison Agenda and reports for April meeting 16th Planning Committee Agenda for April 24th meeting 16th Review of Boundary Commission results 17th Community Ownership Fund 23rd Agenda for Council meeting on 29th April 25th Registration for Vale Nature Partnership. ML to action 26th Casual vacancy Advertisement 29th South Wales Listens link</p> <p>One Voice Wales</p> <p>4th April Awards ceremony results and feedback 5th April – Training certificates 5th April Notice of Training Courses 8th April Notice of Pethau by chain meeting 8th April Cost of Living Crisis newsletter 8th April Vacancy notice for Cost-of-Living Support Officer 9th April Pre-Election Period Timetable 11th Minutes of March area meeting 15th Innovative Practice Conference – July notification 16th Free training course places 16th Developing Circular Economy in Rural Wales 16th Reminder of May-July training courses 18th Criccieth TC on ITV notice</p>	

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	<p>19th GVS Health Bulletin 19th Awards Conference Report (Zipped file) 22nd Free places update 23rd Additional training date 23rd Education Welsh for all 24th Guidance on Preparation of Annual Reports 26th GVS Health Bulletin 26th News Bulletin</p> <p>Other 3rd April Response from HoP via Chair regarding meaning of 'town' 4th April _ Restore the Thaw notice of sessions 7th April Crime stats for March 8th Notice of meeting with Huw Merriman 10th Notification of 'Smart Towns' meeting 10th TY-Hafen coffee morning poster 11th Alun Cairns H of P tour advert 12th GVS Newsletter 12th Info re Afghan presentation via Sion Walker 18th Tea for Ty-Haven Poster 30th Restore the Thaw notice of practical workshop May 8th</p>																																							
2788	<p><u>CHAIRMAN'S ACTIONS</u></p> <p>Visited Aston Martin with some members of Council</p> <p>Wrote Annual Report (previously circulated)</p>																																							
2789	<p>INVOICES (April 2024)</p> <p>Income</p> <p>Precept 28414.00</p> <p>Expenditure</p> <p>Admin</p> <table style="width: 100%; border-collapse: collapse;"> <tr><td>Microsoft License Fee</td><td style="text-align: right;">12.36</td></tr> <tr><td>Extra storage</td><td style="text-align: right;">1.99</td></tr> <tr><td>HMRC PAYE</td><td style="text-align: right;">99.00</td></tr> <tr><td>Councillors Attendance Renumeration</td><td style="text-align: right;">160.00</td></tr> <tr><td>One Voice Wales subscription</td><td style="text-align: right;">728.00</td></tr> <tr><td>Job Evaluation</td><td style="text-align: right;">200.00</td></tr> <tr><td>Stationery – Inks</td><td style="text-align: right;">61.85</td></tr> <tr><td>Owl, TV stand, projector, cabling</td><td style="text-align: right;">1779.22</td></tr> <tr><td>Broadband</td><td style="text-align: right;">56.58</td></tr> <tr><td></td><td style="text-align: right;">-----</td></tr> <tr><td></td><td style="text-align: right;">3099.10</td></tr> </table> <p>Building</p> <table style="width: 100%; border-collapse: collapse;"> <tr><td>Kitchen Door lock replacement</td><td style="text-align: right;">135.00</td></tr> <tr><td>Caretaker Salary</td><td style="text-align: right;">396.74</td></tr> <tr><td>EPC survey</td><td style="text-align: right;">240.00</td></tr> <tr><td>Water Rates</td><td style="text-align: right;">104.86</td></tr> <tr><td>Electricity March</td><td style="text-align: right;">1101.52</td></tr> <tr><td>Outside Light to Kitchen</td><td style="text-align: right;">1 50.00</td></tr> <tr><td>Window Cleaning</td><td style="text-align: right;">77.00</td></tr> <tr><td>General Rates</td><td style="text-align: right;">242.96</td></tr> </table>	Microsoft License Fee	12.36	Extra storage	1.99	HMRC PAYE	99.00	Councillors Attendance Renumeration	160.00	One Voice Wales subscription	728.00	Job Evaluation	200.00	Stationery – Inks	61.85	Owl, TV stand, projector, cabling	1779.22	Broadband	56.58		-----		3099.10	Kitchen Door lock replacement	135.00	Caretaker Salary	396.74	EPC survey	240.00	Water Rates	104.86	Electricity March	1101.52	Outside Light to Kitchen	1 50.00	Window Cleaning	77.00	General Rates	242.96	
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	CLOSE' was appropriate. The Vale council was appraised of the decision.	
2791	<p><u>REPORTS</u></p> <p>Councillor reports: Cllr S Toker sent reports on OVW and Community Liaison Committee meetings – See Appendix</p> <p>Cllr Christian to forward report on Footpath Forum Cllr Levett - discussions ongoing with Vale council relating to reseeding etc at the monument area. Waiting agreement from Highways</p>	Ongoing
2792	<p><u>VILLAGE FARMERS MARKET</u></p> <p>Two possible sites for the market have been identified: SWAM and land near Aston Martin. Further negotiations are continuing.</p>	<p>ACTION Cllr G Berrill to prepare a detailed feasibility report with costings ONGOING</p>
2793	<p><u>LOTTERY</u></p> <p>Ongoing</p>	Cllr G. Berrill
2794	<p><u>GREEN SPACE</u></p> <p>New bench at Londis. Ongoing.</p> <p>Possible additional funding available from a local housing contractor for a Community Project.</p> <p>Landscaping and decorative planting around the War Memorial being considered.</p> <p>Discussions around who owns the land and whether co-opting land from the Council is an option.</p>	<p>ACTION Cllrs M Levett & G Berrill to investigate a new bench and War Memorial landscaping options. ONGOING</p> <p>County Councillors to investigate and advise.</p>
2795	<p><u>TOWN STATUS</u></p> <p>The pros and cons of becoming a Town are to be explored and shared with the Public via the next Newsletter and a Public Meeting to be held in due course.</p>	<p>ACTION ONGOING Cllr R Eustace has prepared information for the Newsletter.</p>
2796	<p><u>PROJECT COMMITTEE</u></p> <ol style="list-style-type: none"> 1. Civic Ceremony (Chair R Eustace) - Proposed by Cllr Lynch-Wilson Seconded by Cllr R Eustace that a sum not exceeding £200 be used to create photo boards utilising photographs from Cllr Levett 2. Summer Fete (Cllrs G Berrill & S. Toker) - Waiting on confirmation from SWAM trustees to confirm date. 3. Memorial Service (Cllr R Eustace) - 	<p>ACTION Project Leaders to progress an update Council at the next meeting.</p>

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	<p>4. Christmas Market & Switch on Lights (Cllrs S Toker & J Lynch-Wilson)</p> <p>5. Environment, land & litter picking (Cllr M Levett) - Land near The Gathering Place needs attention. Costings have obtained for the additional grass cutting cost of £95.00 <u>Proposed by Cllr S Toker</u> <u>Seconded by Cllr M Levett</u></p> <p>6. Newsletter – has been deferred until June. Discussions held re ‘free’ advertising for local businesses. A quotation has been received for printing at approx £710.00 Proposed by Cllr R Eustace Seconded by Cllr M Levett That the production is progressed Any outstanding copy to be actioned asap</p>	<p>CARRIED</p> <p>ACTION ALL CLLRS</p>
2798	EPC report undertaken. Council Building now rated ‘D’ Cost incurred of £240.00	Chair
2799	<u>FIRE REPORT</u> Required work ongoing. 5-year certificate received. Signage received and fixed in position.	
2800	<u>OWL</u> Owl hybrid meeting equipment has been purchased to obtain training and set-up methods TV and wall bracket installed Digital projector purchased	
2801	<u>INTERNAL AUDITOR</u> Audit of relevant documents has been completed	
2802	<u>External Audit</u> Council must undertake a full audit this year. Relevant documents are being prepared to fulfil this requirement. Annual Governance Statement was discussed and agreed Proposed by Cllr R Eustace Seconded M Levett	<p>PROPER OFFICER</p> <p>CARRIED</p>
2803	<u>WEBSITE</u> Cllr S Toker and Proper Officer to attend Training course	
2804	<u>DEVELOPER MONIES, GILESTON ROAD</u> It has been advised from Local Authority that to obtain the changes to the memorial area First Wales and West are to supply a plan of the proposed area and for this to then be confirmed with the council. Wales and West to send drawing from Hale construction.	ONGOING
2805	<u>ANY OTHER BUSINESS</u> County Councillor Haines advised that VOG Council had purchased properties at Burley Place which were being let to	

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	<p>Gold+ list (i.e. Homeless persons) who had no immediate relationship with the area.</p> <p>Cllr R Eustace raised the issue of tree stumps protruding into the road in the Flemingston Area.</p>	

There being no further business to discuss the meeting closed at 21:40 pm.

The next General Community Council Meeting will be held on June 4th, 2024, at 7.00pm

Annex A

ST. ATHAN COMMUNITY COUNCIL
FINANCIAL STATEMENT – 30th April 2024

RESERVE ACCOUNT

Balance brought forward	6,156.60
Income (interest)	8.07
Expenditure	0.00
Balance	6,164.67

CURRENT ACCOUNT

Brought Forward	18749.35
Precept	28414.00
Total	47163.35 (a)

Expenditure

Administration	3099.10	
Council Property	2448.08	
Chairman Allowance	0.00	
Grants & Donations	0.00	
St Athan Ward	205.00	
Total	5752.18	(b)
Balance	41411.17	(a) – (b)

One Voice Wales Meeting – 22nd April 2024

By Cllr Sandra Toker

- Presentation was given by Alison Owen from Community Transport in Wales
- Emma Goode was due to attend to give a presentation on the cost-of-living crisis but was unable to attend – presentation to be send via email
- Cllr A Trousdell gave a report from Glamorgan Heritage Coast Group – they are still experiencing issues with funding. Diversion around St Donats complete; 120 kissing gates have been replaced; ANPR cameras have been installed in some car parks.
- Cllr Richard Cox gave a report from the Cardiff & Vale Health Board. Nothing to report as not much has changed in the last 3 months.
- Councils are encouraged to get Councillors to attend the training courses that are available via One Voice Wales. There are 2 new courses for Governance and Climate Change.
- Taxation of payments/allowances – confirmation from IPRW that the £156 payment is not subject to income tax unless you get the working from home benefit from elsewhere
- Next Meeting is July 2024

Community Liaison Committee – 18.04.24

South Wales Police Report – Inspector Gareth Childs (Barry & Vale) – An update was given on ongoing operations/ arrests within the area.

Project into suicide prevention projects – 3 words – where they are? Helps to locate people – there are now 25 sites along the coastal path.

He advised that he was aware of the protest due to be held in St Athan.

A number of councils (including St Athan) brought up the fact that the PSCO does not attend council meeting frequently – he will check but advised to councils to ensure that invites are issued to PCSOs.

South Wales Fire Service Report – G.M. Treharne

An update was given to the ongoing activities in the Vale

Local Transport Services presentation by Kyle Phillips –

A presentation was given about the bus services within Vale – Most bus services within the rural Vale are funded services only the 92/93/95 & 96 are commercial services. Post 2025 funding is still unsure as current funding package is only valid until March 2025.

Franchising of the bus service is being investigated but the timeline for this would be 2028.

Better communication was requested due to current bus companies being unresponsive to enquiries from councillors.

A request to Cardiff Bus is to be made to attend a future meeting.

Reshaping the Vale by Tom Bowring

A consultation is taking place within the Vale, they are working in partnership with CWMPAS.

How do the council provide non-statutory services – this is very difficult in a cost-of-living crisis.

Recommendations were made to redevelop the council website to make the experience more user friendly. Town councils are taking part in Place Making and this progressing in all four town council areas.