



**MINUTES OF THE ST ATHAN COMMUNITY COUNCIL
GENERAL MEETING HELD TUESDAY 11th OCTOBER 2022
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 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. 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

MINUTE	ITEM	ACTION
2314	<u>WELCOME</u> The Chairman welcomed those present to the meeting.	
2315	<u>MINUTES SILENCE – HM QUEEN ELIZABETH II</u> A minute silence was observed out of respect for the passing of HM Queen Elizabeth II.	
2316	<u>APOLOGIES FOR ABSENCE</u> Councillor J Angove Councillor D Willmot County Councillor S Haines	

MINUTE	ITEM	ACTION
2317	<p><u>DECLARATION OF INTEREST</u></p> <p>Grant of Dispensation:</p> <p>Cllr J Lynch-Wilson, speak and vote on topics related to the Vale of Glamorgan Council’s reshaping Programme.</p> <p>Mr D Patterson Clerk to the Council - Chairman of The Paul Lewis Community Centre.</p>	
2318	<p><u>CONFIRMATION OF GENERAL MEETING MINUTES</u></p> <p>PROPOSED By: Councillor J Lynch-Wilson SECONDED By: Councillor B Acott</p> <p>That the minutes of the General Meeting held on the 6th September 2022 be accepted as a true record of proceedings.</p>	CARRIED
2319	<p><u>MATTERS ARISING FROM THE GENERAL MEETING</u></p> <p>The following matters were discussed:</p> <ul style="list-style-type: none"> a. Toolkit (Resources & Financial Management) Councillor R Christian has undertaken a review of current resources and financial management of Council accounts. Recommendations for improvement have been passed to the Chairman and Clerk for action. b. Facebook Councillor S Toker briefed on the benefits of opening a Council Facebook Page. c. Nature Network Fund (NNF) Councillor D White updated council on necessary requirements to be met before applying for NNF funding. It was agreed the council do not meet the said requirement and will therefore not apply for NNF funding. 	
2320	<p><u>STANDING ORDER SUSPENSION</u></p> <p>PROPOSED By: Councillor B Acott SECONDED By: Councillor S Toker</p> <p>That Standing Orders be suspended to permit:</p> <ul style="list-style-type: none"> a. PCSO Richard Mills from South Wales Police to brief members on current crime stats within St Athan Ward, (see below) 	CARRIED

MINUTE	ITEM	ACTION
2320 Cont.	<p>Crime Statistics</p> <p>14 x Crime offences 8 x ASB offences</p> <p>PROPOSED By: Councillor B Acott SECONDED By: Councillor S Harries</p> <p>That following the above presentation, Standing Orders be reinstated.</p>	CARRIED
2321	<p><u>FINANCIAL STATEMENT</u></p> <p>The Chairman presented a Financial Statement of Accounts as at 30th September 2022. Copy at Annex A.</p> <p>PROPOSED By: Councillor R Christian SECONDED By: Councillor s Harries</p> <p>That the presented financial statement be accepted as a true record of council financial accounts.</p>	CARRIED
2322	<p><u>CORRESPONDENCE</u></p> <p>Welsh Government</p> <p>07/09/22 - Welsh Government North and South Wales Workshop Events. 12/09/22 - Government guidance for the period of national mourning. 16/09/22 - Digital skills survey for town and community councils and key partners. 06/10/22 - Independent Remuneration Panel for Wales Draft Annual Report - February 2023</p> <p>Vale of Glamorgan Council</p> <p>09/09/22 - Announcement of the Death of Her Royal Highness Queen Elizabeth II. 13/09/22 - Service in commemoration of Queen Elizabeth II. 20/09/22 - Council Summons – 26th September 2022. 21/09/22 - Planning Committee – 28th September 2022. 23/09/22 - Fraud alert neighbourhood watch. 06/10/22 - Wellbeing of Wales Report 2022.</p> <p>One Voice Wales</p> <p>08/09/22 - Information on defibrillator. 09/09/22 - Government Mourning Guidance. 09/09/22 - Period of mourning following the death of Her Majesty Queen Elizabeth II. 15/09/22 - September training dates. 20/09/22 - Awards and Conference 2022. 21/09/22 - The importance of Community & Town councils in building resilient space for nature. 23/09/22 - Energy Bill Scam.</p>	

MINUTE	ITEM	ACTION
2322 Cont.	26/09/22 - Guidance on Preparing a Council's Training Plan Including a Model Plan Template. 04/10/22 - Joint One Voice Wales/SLCC event – 9 th November 2022 04/10/22 - Cornelly Community Council Clerk/RFO 04/10/22 - The importance of Community & Town Councils in building resilient places for nature. 04/10/22 - Keep Wales Tidy. Other 20/09/22 - SW Police - Op Elstree (Newsletter). 30/09/22 – East Aberthaw Solar Farm update – September 2022.	
2323	<u>CHAIRMAN'S ACTIONS</u> 08/09/22 - Attended Public Services Board Workshop at Barry. 18/09/22 - Attended Vale Commemorative Service at All Saints Church, Barry for HM Queen Elizabeth II. Notice of death of HM Queen Elizabeth II on council website. Requested guidance for installation of solar panel from Vale Council. Cancelled meeting with architect to be rearranged. in respect of possible council hall extension. Statement of Councillor remuneration sent to Independent Remuneration Panel for Wales. Responded to 'Fairer Council Tax Consultation'. Responded to 'Town and Community Councils Digital Services' survey.	
2324	INVOICES (September 2022) Income Playgroup 72.00 Moo-Musical 12.00 <hr/> 84.00 Expenditure Admin Annual Antivirus Software (Bitdefender) Fee 37.49 Annual Website Fee 85.00 Clerk Salary 888.08 Councillor Remuneration (Attendance allowance) 140.00 Councillor Training 52.50 Election Admin Charge 17.43 HMRC 282.25 Onecom (Telephone & Broadband) 40.66 Microsoft License (Office 365) 11.28 Council Meeting 1.45 <hr/> 1,556.14 Council Building Caretaker Salary 363.67 Council Tax 211.00 18.78	

MINUTE	ITEM	ACTION										
2324 Cont.	<p>E-ON Next</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 80%;"></td> <td style="text-align: right;">593.45</td> </tr> <tr> <td>Ward</td> <td style="text-align: right;">150.00</td> </tr> <tr> <td>Edenvale (Grass cut)</td> <td style="text-align: right;">18.00</td> </tr> <tr> <td>Feeder pillar x2</td> <td style="text-align: right;">31.58</td> </tr> <tr> <td>Remembrance Sunday (Cable Ties)</td> <td style="text-align: right; border-top: 1px solid black;">199.58</td> </tr> </table> <p>PROPOSED By: Councillor S Toker SECONDED By: Councillor B Acott</p> <p>That the above income and expenditure payments are accepted as correct.</p>		593.45	Ward	150.00	Edenvale (Grass cut)	18.00	Feeder pillar x2	31.58	Remembrance Sunday (Cable Ties)	199.58	CARRIED
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2325	<p><u>PLANNING APPLICATIONS</u></p> <ul style="list-style-type: none"> • Town and Country Planning Act, 1990 (as amended) Planning Application No. 2022/00947/FUL (CJ) Location: Land at Gileston Road, St. Athan Proposal: 1 no. 3 bed detached house and car parking for 3 cars <p>PROPOSED By: Councillor D White SECONDED By: Councillor RChristian</p> <p>That NO OBJECTION be raised in respect of this planning application and submitted to the Vale of Glamorgan Council.</p> <ul style="list-style-type: none"> • Notification of Receipt of application Town and Country Planning Act, 1990 (as amended) Application No. 2022/01091/LAW Location: St. Athan Library, Church Lane, St. Athan Proposal: Installation of solar panels on roof Notification of Receipt of Application. No further action required at this time 	CARRIED										
2326	<p><u>REPORTS</u></p> <p>a. Public Services Board Wellbeing Workshop 8th September 2022. The Council was represented by the Chairman Councillor R Eustace and Clerk to the Council Mr D Patterson. Hellen Mosses, Head of Public Service Board (PSB) gave an overview of the function of PSB and stated those lessons learnt from this workshop, would be included in the PSB Annual report due out in May 2023. Council representative pressed home the following concerns:</p> <ul style="list-style-type: none"> • No school bus to St Athan Primary School. • Potential loss of last green area in the Ward. • Poor bus service • Need of a railway station • Maxed out on affordable homes. • Potential for 2000 to 3000 vehicles on local roads. 											

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2326 Cont.	<ul style="list-style-type: none"> • Support in obtaining MoD land for residents' allotment. • • Little S106 money spent on Ward. <p>It was agreed to invite Lucy Butler (S106 officer, Vale Council) to a Council meeting to discuss future S106 spending within St Athan.</p> <p>b. Airport Consultative Committee 21st September 2022. Postponed until 16th November 2022.</p> <p>c. Project Committee Meeting 27th September 2022. Mr D Patterson updated members on the status of council projects.</p> <p>d. Gileston Meeting Councillor R Christian informed council that 15 residents attended and spoke on raised concerns:</p> <ul style="list-style-type: none"> • West Aberthaw – dust and noise levels are very high. • Junction B4265/Gileston Road – Signage is confusing. • Road markings along Gileston Road are fading. <p>e. Heritage Coast Committee (HCC) Councillor B Acott informed the meeting that the HCC are suffering the lose of a Secretary and asked that friends of the association contact him to confirm their membership.</p> <p>f. One Voice Wales Meeting 10th October 2022 Detailed report by Councillor s Toker at Annex B</p> <p>g. Cowbridge Council Civic Ceremony 9th October 2022 In the absence of the Chairman, the Vice-Chairman and Councillor S Toker attended this event.</p>			
2327	<p><u>COUNCIL & WARD DIARY</u></p> <p>2022</p> <table border="0"> <tr> <td style="vertical-align: top;"> <p>October</p> <p>Sunday 9th Cowbridge Civic Ceremony.</p> <p>Monday 10th Vale Area Committee Meeting.</p> <p>Tuesday 11th Council General Meeting.</p> <p>Wednesday 12th 2nd CAWG Meeting.</p> <p>Saturday 17th or 24th Christmas Lights check.</p> <p>Monday 24th Cuppa with a Copper.</p> <p>Monday 25th Poppies on lamp posts.</p> <p>Sunday 30th Children's Halloween Party (New)</p> <p>November</p> <p>Tuesday 1st Council General Meeting.</p> <p>Friday 4th Council Newsletter Out.</p> </td> <td style="vertical-align: top; padding-left: 20px;"> <p>Lead</p> <p>Cowbridge Council</p> <p>Community Council</p> <p>Community Council</p> <p>Community Council</p> <p>Community Council</p> <p>SW Police</p> <p>RAF Cadets</p> <p>Paul Lewis Centre</p> <p>Community Council</p> <p>Community Council</p> </td> </tr> </table>	<p>October</p> <p>Sunday 9th Cowbridge Civic Ceremony.</p> <p>Monday 10th Vale Area Committee Meeting.</p> <p>Tuesday 11th Council General Meeting.</p> <p>Wednesday 12th 2nd CAWG Meeting.</p> <p>Saturday 17th or 24th Christmas Lights check.</p> <p>Monday 24th Cuppa with a Copper.</p> <p>Monday 25th Poppies on lamp posts.</p> <p>Sunday 30th Children's Halloween Party (New)</p> <p>November</p> <p>Tuesday 1st Council General Meeting.</p> <p>Friday 4th Council Newsletter Out.</p>	<p>Lead</p> <p>Cowbridge Council</p> <p>Community Council</p> <p>Community Council</p> <p>Community Council</p> <p>Community Council</p> <p>SW Police</p> <p>RAF Cadets</p> <p>Paul Lewis Centre</p> <p>Community Council</p> <p>Community Council</p>	
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MINUTE	ITEM	ACTION
2327 Cont.	Friday 11 th Remembrance Day, Primary School. Sunday 13 th Civic Remembrance Day Service. Monday 14 th Royal Gun Salute Tuesday 15 th Council Finance Meeting. Sunday 27 th Christmas Market Sunday 27 th Procession of Light. Monday 28 th Cuppa with a Copper.	Royal British Legion Community Council MoD Community Council Paul Lewis Centre Community Council SW Police
	December Sunday 3 rd Children's Christmas Party (New) Tuesday 6 th Council General Meeting. Saturday 17 th Children's Christmas Party (New) Sunday 18 th Christmas Open Top Bus. Monday 19 th Cuppa with a Copper. Wednesday 21 st Seniors Christmas Dinner (New)	Paul Lewis Centre Community Council St Athan Clothes Bank Community Council SW Police Three Horseshoe Pub
	2023	
	January Monday 2 nd New Year Games (New) Tuesday 10 th Council General Meeting. Monday 30 th Cuppa with a Copper.	Paul Lewis Centre Community Council SW Police
	February Tuesday 7 th Council General Meeting. Monday 27 th Cuppa with a Copper.	Community Council SW Police
	March Tuesday 7 th Council General Meeting. Tuesday 14 th 3 rd CAWG Meeting. Monday 27 th Cuppa with a Copper.	Community Council Community Council SW Police
	April Tuesday 4 th Council General Meeting. 9 th or 10 th Children's Easter Egg Hunt (New) Monday 24 th Cuppa with a Copper.	Community Council Paul Lewis Centre SW Police
	May Tuesday 2 nd AGM/Council General Meeting. Sunday 7 th Community Litter Pick Saturday 27 th Council Newsletter Out Monday 29 th Cuppa with a Copper. Sunday 13 th Council Civic Event (New)	Community Council Community Council Community Council SW Police Community Council
	June Monday 26 th Cuppa with a Copper.	SW Police
	July Monday 24 th Cuppa with a Copper.	SW Police

MINUTE	ITEM	ACTION
2327 Cont.	<p>August Monday 28th Cuppa with a Copper. SW Police</p> <p>September Saturday 2nd Summer Fete & Party in the Park. Community Council Monday 25th Cuppa with a Copper SW Police</p>	
2328	<p><u>QUEENS PLAQUE</u></p> <p>PROPOSED By: Councillor J Lynch-Wilson SECONDED By: Councillor B Acott</p> <p>That £50.00 be granted from council funds to pay for a plaque to be placed next to the Queens Platinum Jubilee tree at the War Memorial.</p>	CARRIED
2329	<p><u>WAR MEMORIAL</u></p> <p>An inspection of the area was held on 26th September 2022, to identify suitable standing area at the Memorial. Council agreed to obtain quotes for agreed groundworks.</p>	
2330	<p><u>NOTICEBOARD</u></p> <p>Quotes for the provision and installation of a new noticeboard are being gathered.</p>	
2331	<p><u>LIBRARY</u></p> <p>A meeting with architect, library representatives and members of the council will be held on 17th October 2022.</p>	
2332	<p><u>FOOTPATH NUMBER 6</u></p> <p>The level of dog faeces left by owners along the coastal footpath is unacceptable. County Councillor J Lynch-Wilson agreed to investigate this matter, to see what can be done and report back to Council at the next meeting.</p>	
2333	<p><u>ALLOTMENT</u></p> <p>As and when land becomes available, Hellen Mosses, from Public Services Board, Vale Council may be able to assist in securing land.</p>	
2334	<p><u>AUTUMN NEWSLETTER</u></p> <p>The autumn newsletter is scheduled to go out to residents in early November.</p>	

MINUTE	ITEM	ACTION
2335	<p><u>COUNCIL HALL HIRE AGREEMENT - AMENDMENTS</u></p> <p>Section 2: Conditions of Hire</p> <ul style="list-style-type: none"> • Access to the building will be via a key box mounted on the gated entrance. • Electric radiator controls must not be adjusted. • In the interest of energy efficiency, unnecessary use of lights should be avoided. <p>Section 5: Payment</p> <p>Regular users</p> <ul style="list-style-type: none"> • Irrespective if the hall is used or not, monthly charges will be raised. The only exception to this is if the council facilities are closed for reasons outside the control of hall users, such as civil unrest, extreme weather conditions or pandemic. • Continued use of the hall is subject to prompt payment in full within 10 working days from the date shown on raised invoice. <p>Non-regular users</p> <ul style="list-style-type: none"> • A 25% non-returnable deposit is to be paid the time of booking the hall. • Full payment is to be made within 10 working days before the date of the event. <p>PROPOSED by: Councillor R Christian SECONDED by: Councillor S Harries</p> <p>That the amendments be incorporated into the Community Council Hall Hiring Agreement and acted upon with immediate effect.</p>	CARRIED
2336	<p><u>COUNCIL WEBSITE</u></p> <p>It was agreed that the Council website needs a revamp to conform to current legislation. Options with cost were presented and discussed.</p> <p>PROPOSED By: Councillor R Christian SECONDED By: Councillor B Acott</p> <p>That it is agreed in principle that a new website is developed in line with current legislation at a cost not to exceed £1200.</p>	CARRIED
2337	<p><u>SOLAR PANELS</u></p> <p>1st September 2022 Strong Community Grant Fund application submitted to Vale Council. 3rd October 2022 Lawful Development Application submitted to Vale Council.</p>	

MINUTE	ITEM	ACTION
2338	<p><u>COMMUNITY NEEDS & WANTS SURVEY</u></p> <p>It was agreed that a survey is to be held to ascertain the wants and needs of residents. The collected data will be used as evidence to support future council initiatives for the good and benefit of those living in the Ward. The survey should not be restricted to Council business but to include questions from local club/community centres. The intention is to send a survey questionnaire to all Ward residents in November.</p>	
2339	<p><u>RBL WREATH</u></p> <p>PROPOSED By: Councillor D White SECONDED By: Councillor B Acott</p> <p>That £27.50 be paid for the provision of a RBL wreath with St Athan logo in the centre, to be laid at the War Memorial on Sunday 13th November 2022. Funded by monies allocated in the 2022-23 budget.</p>	
2340	<p><u>REFRESHMENTS POST REMEMBERANCE SERVICE – 13TH NOVEMBER 2022</u></p> <p>PROPOSED By: Councillor S Toker SECONDED By: Councillor J Lynch-Wilson</p> <p>That £100 be granted to pay for refreshments to be consumed in the Paul Lewis Community Centre following the annual remembrance service, on Sunday 13th November 2022.</p>	CARRIED
2341	<p><u>CHRISTMAS MARKET</u></p> <p>PROPOSED By: Councillor S Toker SECONDED By: Councillor D White</p> <p>That £700 be allocated for the provision of free children’s rides at the Christmas Market. Funded by monies allocated in the 2022-23 budget.</p>	CARRIED
2342	<p><u>SENIORS CITIZEN’S CHRISTMAS LUNCH</u></p> <p>PROPOSED By: Councillor D White SECONDED By: Councillor S Harries</p> <p>That £150 be granted for the provision of Christmas refreshments and foods to be consumed at the Senior Citizens Christmas lunch on 21st December 2022. Funded by monies allocated in the 2022-23 budget.</p>	CARRIED

MINUTE	ITEM	ACTION
2343	<p><u>SANTA'S BUS</u></p> <p>PROPOSED By: Councillor D White SECONDED By: Councillor J Lynch-Wilson</p> <p>That £750.00 be paid for the hiring of an open top bus, to travel around the Ward bringing Christmas sing-along music and cheer to residents. Separate events to be held in Flemingston 7 Gileston as the bus cannot access these areas. Funded by monies allocated in the 2022-23 budget.</p>	CARRIED
2344	<p><u>PUBLIC ADDRESS (PA) SYSTEM</u></p> <p>PROPOSED by: Councillor B Acott SECONDED by: Councillor J Lynch-Wilson</p> <p>That £200 be granted for the provision of a public announcement system to be used at Council events and may be hired out to residents. Funded by monies allocated in the 2022-23 budget.</p>	CARRIED
2345	<p><u>20MPH SPEED LIMIT ROLL OUT FOR VALE OF GLAMORGAN</u></p> <p>Councillor D White will attend the (remote) Community and Town Council update for 20MPH rollout on 22nd November 2022</p>	
2346	<p><u>CLERKS HOURS OF WORK</u></p> <p>The Clerk left the room, allowing council to freely review the Clerks working hours. It was unanimously agreed and subject to the acceptance of the Clerk, that the current 4 hours worked per day be increased to 6 hours per day with effect 1st November 2022 and that this would increase to a maximum of 8 hours per day starting 1st April 2023.</p>	
2347	<p><u>FINANCIAL APPEALS</u></p> <p>The Paul Lewis Community Centre will be hosting a children's Christmas party event on 3rd December and request the Council contribute towards cost.</p> <p>PROPOSED by: B Acott SECONDED by: R Christian</p> <p>That £150 be paid to the Paul Lewis Community Centre in support of the planned children's Christmas party. Funded by monies allocated in the 2022-23 budget.</p>	CARRIED

MINUTE	ITEM	ACTION
2348	<p><u>ANY OTHER BUSINESS</u></p> <p>County Councillor J Lynch-Wilson - Let it be known that residents have complained about an increase in the number of HGV's travelling through the Ward. It is important to quantify HGV numbers with evidence. Members of the public are asked to send in images of HGV's travelling through the village to jlynch-wilson@valeofglamorgan.gov.uk</p> <p>Councillor B Acott – Highlighted this Ward is not represented on The Friends of the Heritage Cost forum. County Councillor Lynch-Wilson agreed to investigate this matter.</p>	

There being no further business to discuss the meeting closed at 9.35 pm.

Next General Community Council meeting is to be held on Tuesday 1st November 2022 at 7pm.

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

RESERVE ACCOUNT

Income	6,054.48
Expenditure	0.00
Balance	6,054.48

CURRENT ACCOUNT

Income	
Balance Brought Forward	3,227.77
Precept	33,088.00
Hall hire	854.00
VAT Refund	1,812.36
Community Fete	413.00
Total	39,395.13
Expenditure	
Administration	11,884.10
Council Property	6376.62
Chairman's Allowance	0.00
Grants & Donations	300.00
St Athan Ward	6318.48
Total	24,879.20
Balance	14,515.93

ONE VOICE WALES MEETING 10TH OCTOBER 2022
REPORT BY COUNCILLOR S TOKER

Guest speakers were Kelsey Barcenilla, Jessica Clement, Ross Whiting & Alex Chung from Transport for Wales – to speak about the Metro system in the Cardiff/ Valleys and Vale area.

The aim of the new Metro system is to bring better access to public transport for all and to make using it easier. Current investment is £730 million to improve over 170 kms of track including electrification, improving station signalling and five new stations.

Valleys lines will have their capacity increased by approx. 71% but the Vale lines will be a 50% increase. The Valley/ Cardiff Bay Lines will have all-electric Class 398 Stadler City Link which includes wheel chair accessible/ bike storage spaces and should be future proof. There is a new £100m facility being built in Taffs Well.

The overhead line equipment will help in heading towards net zero emissions. Stations in Cardiff Bay will be being given an upgrade with work starting in November 2022.

Upgrades have been completed on Barry and Cadaxton Train Stations including new lifts/ better accessibility to stairs and better lighting.

The rolling stock for the Vale Lines will be upgraded from 2025 and will be a class 756 which is a tri mode engine, leading to an increase in capacity and a further increase from the timetable up lift which is coming in 2023.

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

A number of conferences were rescheduled due to the death of the Queen and the reports will be fed back at the next meeting.

Ian Parry had attended Equalities and Diversity Training and recommended that all councillors attend the OVV Module 14 which is similar in content

It was also recommended that all councils check to see if their insurance policies include a Fidelity Guarantee.

Consultation on Council Tax has been started by the Welsh Government which is expected to cost around £10million – response is needed from councils

The consultation period ends on 01.12.2022 for the remuneration panel, all councils should have the draft document to report back on

The next meeting will be on 16.01.2023