



## AGENDA

### ST ATHAN COMMUNITY COUNCIL

#### FULL GENERAL MEETING TUESDAY 2nd September 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, in person and remote.
2. Members unable to attend are to inform the Clerk by **12noon on Monday 1st September 2025**.

#### **General Meeting**

<b>SER</b>	<b>ITEM</b>	<b>LEAD</b>
1.	Welcome	Chair
2.	Attendees	Chair
4.	Apologies for absence.	Clerk
5.	Welcome New Councillor	Chair
6.	<b><u>To receive declarations of Interest</u></b>  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
7.	<b><u>To confirm minutes of the last general meeting held on the 1<sup>st</sup> July 2025.</u></b> That subject to agreed amendments, the minutes of the General Meeting held on 1 <sup>st</sup> July 2025 be accepted as a true record of proceedings.	Chair
	<b><u>To confirm minutes of the Extraordinary meeting held on the 12th August 2025</u></b> That subject to agreed amendments, the minutes of the Extraordinary Meeting held on 12 <sup>th</sup> August 2025 be accepted as a true record of proceedings.	
8.	<b><u>To consider any matters arising from those minutes- update on progress</u></b>	Chair
9.	<b><u>Standing Orders Suspension.</u></b>	Chair
10.	<b><u>Adopt Donations Policy</u></b>	Chair/Clerk
11.	<b><u>Crime Statistics</u></b>	

12.	<b><u>Correspondence</u></b>	Clerk																																																																																																									
13.	<b><u>Chair's Report</u></b>	Chair																																																																																																									
14.	<p style="text-align: center;"><b>St Athan Ward – Financial-July and August 2025</b></p> <table border="1"> <thead> <tr> <th style="background-color: yellow;">INCOME</th> <th>JULY</th> <th>AUG</th> </tr> </thead> <tbody> <tr> <td>BALANCE B/F</td> <td>£27,669.38</td> <td>£25,962.56</td> </tr> <tr> <td>From Reserve A/C</td> <td></td> <td></td> </tr> <tr> <td>Rustic Roots -Rental</td> <td>£1,000.00</td> <td>£1,000.00</td> </tr> <tr> <td>Rustic Roots Electricity</td> <td></td> <td>£72.70</td> </tr> <tr> <td>Vale Council - Precept</td> <td></td> <td></td> </tr> <tr> <td>Family Fun Day 25 Tombola</td> <td>£100.00</td> <td></td> </tr> <tr> <td>Village Fair July 25 Stallholders</td> <td>£50.00</td> <td></td> </tr> <tr> <td>Village Fair July 25 Tombola</td> <td>£104.50</td> <td></td> </tr> <tr> <td>INCOME TOTAL</td> <td>£1,050.00</td> <td>£1,072.70</td> </tr> <tr> <td style="background-color: yellow;">TOTAL</td> <td style="background-color: yellow;">£28,719.38</td> <td style="background-color: yellow;">£27,035.26</td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th style="background-color: lightblue;">ADMINISTRATION</th> <th>JULY</th> <th>AUG</th> </tr> </thead> <tbody> <tr> <td>Clerk - Expenses</td> <td></td> <td>£77.40</td> </tr> <tr> <td>Clerk -Salary</td> <td></td> <td>£2,240.88</td> </tr> <tr> <td>HMRC Clerk</td> <td></td> <td>£1,722.74</td> </tr> <tr> <td>Clerk training</td> <td></td> <td>£210.00</td> </tr> <tr> <td>Councillor - Attendance Remuneration</td> <td>£200.00</td> <td></td> </tr> <tr> <td>Councillor - Training</td> <td></td> <td>£236.00</td> </tr> <tr> <td>Microsoft License</td> <td>£11.52</td> <td>£11.52</td> </tr> <tr> <td>Microsoft - storage</td> <td>£1.99</td> <td>£1.99</td> </tr> <tr> <td>Office Equipment &amp; Furniture</td> <td></td> <td>£144.44</td> </tr> <tr> <td>Telephone and Broadband-OneCom</td> <td>£48.00</td> <td></td> </tr> <tr> <td>Mobile Phone</td> <td>£2.39</td> <td>£2.39</td> </tr> <tr> <td style="background-color: lightblue;">TOTAL</td> <td style="background-color: lightblue;">£263.90</td> <td style="background-color: lightblue;">£4,647.36</td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th style="background-color: lightblue;">BUILDING AND OUTSIDE AREA</th> <th>JULY</th> <th>AUG</th> </tr> </thead> <tbody> <tr> <td>Annual -Business Rates</td> <td>£258.00</td> <td></td> </tr> <tr> <td>Annual - Fire extinguisher check</td> <td></td> <td>£79.34</td> </tr> <tr> <td>Cleaning - window, gutter and fascias</td> <td>£220.00</td> <td></td> </tr> <tr> <td>Electric - Supply</td> <td>£97.25</td> <td>£95.64</td> </tr> <tr> <td>Maintenance - Routine</td> <td>£30.00</td> <td></td> </tr> <tr> <td>Shed</td> <td></td> <td>£60.00</td> </tr> <tr> <td>Lopper Hedge Cutting</td> <td>£154.44</td> <td></td> </tr> <tr> <td style="background-color: lightblue;">TOTAL</td> <td style="background-color: lightblue;">£759.69</td> <td style="background-color: lightblue;">£234.98</td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th style="background-color: lightblue;">WARD</th> <th>JULY</th> <th>AUG</th> </tr> </thead> <tbody> <tr> <td>Civic Ceremony-Catering</td> <td></td> <td>£1,545.00</td> </tr> </tbody> </table>	INCOME	JULY	AUG	BALANCE B/F	£27,669.38	£25,962.56	From Reserve A/C			Rustic Roots -Rental	£1,000.00	£1,000.00	Rustic Roots Electricity		£72.70	Vale Council - Precept			Family Fun Day 25 Tombola	£100.00		Village Fair July 25 Stallholders	£50.00		Village Fair July 25 Tombola	£104.50		INCOME TOTAL	£1,050.00	£1,072.70	TOTAL	£28,719.38	£27,035.26	ADMINISTRATION	JULY	AUG	Clerk - Expenses		£77.40	Clerk -Salary		£2,240.88	HMRC Clerk		£1,722.74	Clerk training		£210.00	Councillor - Attendance Remuneration	£200.00		Councillor - Training		£236.00	Microsoft License	£11.52	£11.52	Microsoft - storage	£1.99	£1.99	Office Equipment & Furniture		£144.44	Telephone and Broadband-OneCom	£48.00		Mobile Phone	£2.39	£2.39	TOTAL	£263.90	£4,647.36	BUILDING AND OUTSIDE AREA	JULY	AUG	Annual -Business Rates	£258.00		Annual - Fire extinguisher check		£79.34	Cleaning - window, gutter and fascias	£220.00		Electric - Supply	£97.25	£95.64	Maintenance - Routine	£30.00		Shed		£60.00	Lopper Hedge Cutting	£154.44		TOTAL	£759.69	£234.98	WARD	JULY	AUG	Civic Ceremony-Catering		£1,545.00	Clerk
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	Feeder Pillar x 2	£34.02	£37.80	
	Fete and Music Event	£1,200.00		
		£144.21	£373.56	
	Grass Cutting & watering Flowers	£270.00	£535.00	
	Remembrance Sunday	£85.00		
	<b>TOTAL</b>	<b>£1,733.23</b>	<b>£2,491.36</b>	
	<b>TOTAL EXPENDITURE</b>	<b>£2,756.82</b>	<b>£7,373.70</b>	
	<b>TOTAL INCOME/Carried forward</b>	<b>£28,719.38</b>	<b>£27,035.26</b>	
	<b>BALANCE</b>	<b>£25,962.56</b>	<b>£19,661.56</b>	
	Figures correct at time of publish			
15.	<b><u>Financial Assistance Requests</u></b> 3056 - U15s Football-£250			Clerk
16.	<b><u>Councillor Reports-overview</u></b>			Cllrs
17.	<b><u>Attendees on external committees and meetings</u></b> Invitation to Community Council Meeting - Cowbridge Town Hall - 12/09/2025 Chair and Clerk agreed to attend.			Clerk
18.	<b><u>Planning Applications</u></b> 1. Planning Application No. 2025/00810/FUL (ED). 2. Planning Application No. 2025/00813/FUL (LF).			Clerk
19.	<b><u>Rustic Roots</u></b> Building Maintenance & Chamber Refurbishment/-update Rustic Roots-Business Rates			Clerk
20.	<b><u>Council Events updates</u></b>			All
21.	<b><u>Councillor's Training Plan-update</u></b>			Chair
22.	<b><u>Newsletter</u></b>			Clerk
24.	<b><u>Monthly Local Drop Ins-Clerk/Council</u></b> Revised Schedule			Clerk
25.	<b><u>Flemingston landscaping</u></b>			Clerk

**Sandra Toker – Chair**

**Annex A**

**ST. ATHAN COMMUNITY COUNCIL**  
**FINANCIAL STATEMENT – JULY 2025**

**RESERVE ACCOUNT**

	July	August
Balance brought forward	<b>£11,490.64</b>	<b>£11,501.14</b>
Move from current Account		<b>£1,722.74</b>
Income (interest)	<b>£10.50</b>	<b>£</b>
Expenditure	<b>£0</b>	<b>£0</b>
<b>Balance</b>	<b>£11,501.14</b>	<b>£13,223.88</b>

**CURRENT ACCOUNT**

<b>Current Balance</b>	July	August
Income	£1,050.00	£1,072.70
Balance Brought Forward	£27,669.38	£25,962.56
<b>Balance</b>	<b>£28,719.38</b>	<b>£27,035.26</b>

<b>Expenditure</b>	July	August
Administration	£263.90	£4,647.36
Building	£759.69	£234.98
St Athan Ward	£1,733.23	£2,491.36
Total	£2,756.82	£7,373.70
<b>Balance</b>	<b>£25,962.56</b>	<b>£19,661.56</b>

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