

St Athan Community Council



Full General Council Meeting Minutes

Meeting: Full General Council

Date: Tuesday 3rd February 2026

Meeting Start: 1900hrs

Meeting Concluded: 2000hrs

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

Chair: Cllr Sandra Toker

Minute Taker: Proper Officer Maria Stevens

Number of Public in attendance: 5 (five)

3339. Welcome

The Chair welcomed all attendees and introduced the two new councillors, Cllrs Lloyd Wiltshire and Cllr Damian Bridgeman noting that the Council now has a full complement of twelve councillors.

3340. Attendance

Cllr/Chair S Toker

Cllr/Vice-Chair H Cleave

Cllr R Eustace

Cllr D Willmot

Cllr/County Cllr J Lynch-Wilson

Cllr D Roberts-Remote

Cllr P King

Cllr G Clarke

Cllr L Wiltshire

Cllr D Bridgeman

County Cllr S Haines

3341. Apologies for Absence

Cllr K Manfield

Cllr L Davies

3342. Declarations of Interest

None received

3343. To Confirm Minutes of the Last Full General Meeting held on 6th January 2026

Motion:

It was proposed by Cllr Lynch-Wilson

and seconded by Cllr King

that the minutes of the Full General Meeting held on 6th January 2026 be confirmed as a true record.

Outcome: Agreed

3344. To Consider Any Matters Arising from the Minutes of the Last Full General Meeting held on held on 6th January 2026

None raised

3345. Standing Orders Suspension

Motion:

It was proposed by Cllr Lynch-Wilson

and seconded by Cllr Willmot

that Standing Orders be suspended for to allow for the public to speak on matters in the agenda.

3346. Crime Statistics

PCSO Angela Stone sends her apologies as she is unable to attend this meeting.
Figures will be available once received.

3347. Public Participation (Agenda Items Only)

Public in attendance declined to speak

3348. Reinstatement of Standing Orders

Motion:

*It was proposed by Cllr Eustace
and seconded by Cllr Clarke
by that Standing Orders be reinstated.*

3349. Correspondence – Appendix 2

3350. Chair's Report

Attended the CAWG meeting.

Met with Kelly at Milsom House to discuss the support St Athan Community Council can provide for resident entertainment. There are currently limited activities available on weekends. The Chair is arranging an alpaca visit for residents, which will be funded from her Chair's allowance.

Led the public meeting regarding the Clive Road development on 29 January.

3351. St Athan Ward Financial Report – January 2026

See Appendix 1

Motion:

*It was proposed by Cllr Cleave
and seconded by Cllr Eustace
that the financial report be noted as presented*

3352. Councillors Reports

See Appendix 2

Cllr Wiltshire-Made contact with bus companies with concerns over limited services.

Cllr Willmot-Attended the Archway event.

Cllr Roberts-Attended the Archway event. Hosted the Veterans Hub. Continuing to help a homeless veteran. Continuing to help local families. Also working with buses.

Cllr King-Submitted witness statement for Maxine Levitt regarding the use of Clive Road Field.

Attended the Clive Road Public Meeting. Attend meeting for Church Farm development. Continuing to engage public in person. Continuing to assist resident with mould issue.

Cllr Lynch-Wilson-Attended Clive Road Development Public Meeting. Attended Archway event.

Continuing to engage with public via email and in person.

Cllr Bridgeman-Working with Cllr Roberts regarding transport.

Cllr Toker-Attended One Voice Wales Area Committee meeting. Attended Community Liaison

Meeting. Completed Understanding the Law—Module 4 training. Submitted witness statement for Maxine Levitt regarding the use of Clive Road Field. Continues engaging with the community.

3353. County Councillors Updates

County Cllr Lynch-Wilson-Attended Community Liaison Committee Meeting. Received emails regarding the Clive Road Development, for and against.

County Cllr Haines- Attended Community Liaison Committee Meeting. Arranged meeting with Ian Robinson for council member to discuss RLDP. Attend Church Farm meeting that was held at the Three Horseshoes. Has requested extra time for response for the battery storage site.

3354. Financial Assistance (Donation) Requests

None received

3355. Planning Applications

a) Battery Storage – Gileston Farm

Motion:

It was proposed by Cllr King

and seconded by Cllr Bridgeman

That an objection be submitted by the Proper Officer on behalf of STACC.

b) Land at Church Farm, St Athan

Discuss further after Public meeting 4th Feb.

c) Land North of 4 and 5, Shackleton Close, East Vale Estate

Approval notice from VoG

d) 65 St John's View, St Athan, loft conversion.

Motion:

It was proposed by Cllr Eustace

and seconded by Cllr Lynch-Wilson

That no objection be submitted by the Proper Officer on behalf of STACC.

e) 65 St John's View, St Athan, motorbike garage

no comment to be made.

f) Planning Application Consultation 2026/00060/FUL 19,
Chestnut Avenue.

Motion:

It was proposed by Cllr Eustace

and seconded by Cllr Willmot

That no objection be submitted by the Proper Officer on behalf of STACC.

g) Planning Application Consultation 2026/00062/FUL

Railway Stables, Gileston Road.

Motion:

It was proposed by Cllr Willmot

and seconded by Cllr Eustace

That no objection be submitted by the Proper Officer on behalf of STACC.

3356. Future Council Events

St David's Day-Cllr Toker suggest 2 x banners in Welsh to be positioned on Co-operative and The Gathering Place railing. Cost approx. £110 for the two.

Motion:

It was proposed by Cllr Toker

and seconded by Cllr Clarke

that the Proper Officer purchases two banners.

Civic Service-Chair is unable to attend on Sunday 14th June. Council agreed to move to 31st May. Cllr Lynch-Wilson checked the Paul Lewis Community Centre's calendar and confirmed this date as available.

3357. Community Council Representatives on External Committees

Cllr King and Cllr Clarke to sit on Aberthaw Power Station Local Liaison Committee.

Cllr Clarke to sit on Conservation Area Planning Gileston.

Cllr Wiltshire to sit on Friends on Glamorgan Heritage Coast.

Cllr Bridgeman to sit on Local access forum.

3358. To adopt the Welsh Language Policy

Motion:

It was proposed by Cllr Lynch-Wilson

and seconded by Cllr King

that the that the Council adopts the Welsh Language Policy as presented.

3359. Church Crosses

The Proper Officer met with Rev Emma Street and Mrs Eleanor McNamara, St Tathan Church representatives who were generally supportive of the Council proceeding with the reinstatement. However, the matter was scheduled for discussion at the Church committee meeting on Thursday 29 January. The Proper Officer will provide feedback at next meeting once the Church has confirmed its decision.

3360. Four Cross Bus Shelter

Cllr Toker suggested that the school hold a competition to design a mural. The general consensus was positive. The proper Officer to obtain a quote from ArtSian for this mural.

Motion:

It was proposed by Cllr Eustace

and seconded by Cllr Bridgeman

that Edenvale be instructed to remove the vegetation from the bus stop at a cost of £180

3361. Public Meeting – Clive Road Development

Proper Officer to send documents to Cllrs.

Cllrs have spoken to golf club. Golf club has historically requested part of the land to extend their car park, which was rejected. Cllrs suggested getting the golf club more involved and asking their

opinion. Proper Officer to contact the golf club.

Cllr Toker has a CAA report that she will share.

Cllr Clarke reported that the golf club had informed him they were instructed to reduce the height of their trees to no more than six metres due to the airport flight path. The club had also previously expressed interest in purchasing the land on Clive Road to extend their car park; however, this request was refused on the grounds that the land is too close to the runway. Cllr Clarke will follow up with the club to determine whether these instructions and decisions are documented in writing, as this may assist in challenging the proposed development.

Cllr Clarke also recommended contacting the Civil Aviation Authority to clarify their regulations regarding the development's proximity to the runway.

3362. To Adopt updated Code of Conduct

Resolved: To adopt the updated Code of Conduct. Voting: 10 in favour, 0 against.

The updated Code of Conduct was therefore adopted on Tuesday, 3 February 2026.

3363. To Adopt updated Social Media and Digital Communications Policy

Resolved: To adopt the updated Social Media and Digital Communications Policy. Voting: 10 in favour, 0 against.

The updated Social Media and Digital Communications Policy was therefore adopted on Tuesday, 3 February 2026.

3364. To Adopt the Publication Scheme

Resolved: To adopt the Publication Scheme. Voting: 10 in favour, 0 against.

The updated Code of Conduct was therefore adopted on Tuesday, 3 February 2026.

3365. Replacement Defibrillator Cabinet – Pharmacy

Updated the Community Council on the urgent purchase.

3366. To agree disposal of Surplus Christmas Motifs

To include PAT testing for safety

Motion:

It was proposed by Cllr Eustace

and seconded by Cllr Willmot

that The Proper Officer arrange for PAT testing on the surplus Christmas Motifs and dispose of them either back to the original supplier or any interested parties.

3367. Council achievements-Looking back moving forward

Cllr Lynch-Wilson gave a brief talk highlighting the achievements of the Council to date and outlining aspirations and plans for the future. Cllrs agreed that the Newsletter be utilise to highlight past achievements and future activities.

3368. Electrical Work – Chambers and garage

Motion:

It was proposed by Cllr Eustace

and seconded by Cllr Lynch-Wilson

that the electrical work required has been agreed and the Proper Officer to engage the contractor to carry out the work.

3369. Biodiversity- Quarterly Agenda Item

Cllr Toker suggested Swift and bat boxes

The Proper Officer to contact Keep Wales Tidy, One Voice Wales, and Vale of Glamorgan Council to investigate whether St Athan Community Council can apply for any schemes to obtain gardening items for the land behind Londis.

Cllr King has offered bulbs.

Cllr Wiltshire advised that a friend of his could build some boxes.

3370. Repair of Pendant on Chair's Chain

Cllr Toker request that the repair on the pendant on the Chair's chain of office to be completed as soon as possible.

Approximately £804. This may increase slightly, as the repairer will need to inspect the pendant again.

Motion:

It was proposed by cllr Eustace

and seconded by Cllr Cleave

that the Chair's chain be repaired as soon as possible at a cost of circa £804.

3371. CAWG meeting update

The Proper Officer gave a brief overview on the last meeting. She advised Cllrs to read her report for further information.

3372. Repairs in toilet block

Cllr Toker explained that Rustic Roots have recently had an inspection by Care Inspectorate Wales, where it was highlighted that work needs to be completed on the toilet block. Once this report has been received, The Proper Officer will circulate.

She also reported that RR has stated that they are happy for the replacement suspended ceiling be suspended this year to facilitate the work on the toilet block. RR will be happy to paint after work is done. A surveyor will be engaged prior to any work being done.

Motion:

It was proposed by Cllr Eustace

and seconded by Cllr Bridgeman

that the surveyor be engaged at a cost of £480 and that the works will commence as soon as possible.

3373. Request from Custodian of Defibrillator at St Michael's and All Angels, Flemingston

Requested replacement due to the batteries for the current machine ceasing to be available from end Feb.

Motion:

It was proposed by Cllr Eustace

and seconded by Cllr Cleave

The Proper Officer to investigate whether grants are available from St John's Ambulance, Calon Hearts, or the Welsh Ambulance Service. If no grants are available, the Proper Officer is authorised to purchase the defibrillator, at a cost of £1,014, as suggested by the Custodian, as it is compatible with the current cabinet.

The meeting ended at 2000hrs.

The next Meeting will be Tuesday 3rd March 2026

Appendix 1

St Athan Ward Financial Report – January 2026

Current Account

INCOME	JAN
BALANCE B/F	£31,384.57
Rustic Roots -Rental	£1,000.00
INCOME TOTAL	£1,000.00
TOTAL	£32,384.57

EXPENDITURE

ADMINISTRATION	JAN
Proper Officer -Salary	£2,366.16
Proper Officer - HMRC	£1,120.66
Proper Officer - Training	£91.20
Accountant for payroll and pension	£384.00
Councillor - Attendance Remuneration	£140.00
Microsoft - software	£11.52
Microsoft - storage	£1.99
Scribe software	£61.20
Stationery, ink, paper, printing, postage	£3.10
Internet & Telephone-OneCom	£48.00
Mobile Phone	£7.95
TOTAL	£4,235.78

BUILDING AND OUTSIDE AREA	JAN
Business Rates	£258.00
Electric Supply	£711.56
Maintenance - General	£869.20
TOTAL	£1,838.76

WARD	JAN
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Feeder Pillar x 2	£74.73
Xmas Lights - Up/Down	£303.80
TOTAL	£378.53

TOTAL EXPENDITURE	£6,453.07
TOTAL INCOME/Carried forward	£32,384.57
BALANCE	£25,931.50

Reserve Account

	Jan
Carried forward	£18,455.24
Interest	£14.54
From Current Acc	£688.83
TOTAL	£19,158.61

Appendix 2

Crime Statistics

to follow when available

Appendix 3

Councillor Reports

Cllr Sandra Toker

One Voice Wales – Area Committee – 12.01.2026

By Cllr Sandra Toker

Presentation on behalf of the Older Peoples Commissioner for Wales by

Sion Wyn Evans – Policy & Practice Lead

Dave Mckinney – Ageing Well Lead

And Joanne Silverton – Advice & Assistance Team

The current Commissioner is Rhian Bowen Davies appointed in September 2024 for a period of 7 years and the role is to be an independent voice for older people across Wales.

They cover only devolved issues they can be contacted on

Tel: 03442 640670

Email: ask@olderpeople.wales

Address: Cambrian Buildings; Mount Stuart Square; Cardiff

They are working to make all communities age friendly by combating digital exclusion etc.

Presentation slides will be made available by One Voice Wales

Points to note from the rest of the meeting

- There will be a webinar on upcoming boundary changes
- Councillor training courses
- Possible speaker for next meeting
 - PCC
 - Children's Commissioner
 - Diabetes awareness

Community Liaison Committee – 22.01.2026

By Cllr Sandra Toker

South Wales Police Report –

Inspector Huw Childs (Vale of Glamorgan) reported there has been a 3% decrease in reported crime over the last year but an increase in violence without injury and other offences but some of this is down to a change in charging standard

They are running a winter of action for areas with a high rate of shoplifting/ retail crime. More plain clothes offices will be operating.

With regards to rural crime a Farm Watch has been set up and there will be an increase in the use of mobile ANPR cameras.

South Wales Fire Service Report -

Martin O’Keffe (Operations Commander) reported that whilst there are no identifiable trends there has been a 34% reduction in deliberate fire over the last year due to operation Sentinel.

15380 Home fire safety check have been completed so far this financial year.

Update from PHB

7 out of 10 of the most deprived areas for Wales are in Barry

3 areas in rural communities are classed as deprived due to there limited access to services

Deprivation is not just an urban thing

Deposit RLDP

Ian Robinson gave a short presentation about the process will work for the RLDP deposit plan including time frames etc.

There will be a consultation held in St Athan on 11.02.2026 between 15:30 – 18:30 at The Paul Lewis Community Centre

Next Meeting to be held April 2026.

Cllr Derek Willmot

Attended CAWG as a representative of SACHaL

Gave affidavit to Maxine Levett about historical use of Clive Road fields

Attended Public meeting re Clive Road

Attended inaugural meeting of Archway

Consulted with various residents about 1/ Battery Farm, 2/ West St Athan proposed development 3/ Church Farm PAC.4/Church lights and clock.

Continued litter picking ad hoc - have applied to Keep Wales Tidy to become a 'Litter Champion' and will be starting the due process shortly.

Cllr Paula King

January – February 2026

This report summarises my recent casework, community engagement, and attendance at public meetings relating to major planning proposals and ongoing resident issues within the ward.

25 January 2026 – Witness Statement: Clive Road Proposed Development

I submitted a formal witness statement regarding the proposed development on Clive Road, St Athan. Those in attendance expressed strong opposition to the build, raising concerns including:

- The site is **greenfield land** currently used daily for recreation.
- The area supports a **wide range of wildlife**, which would be displaced or destroyed.
- The development would fundamentally alter the character of the location.

26 January 2026 – Objection Submitted: Gileston Farm Battery Storage Project

I submitted a formal objection to the proposed battery storage facility at Gileston Farm. Key concerns raised:

- The site is **greenfield** and unsuitable for industrial-scale infrastructure.
- **Flooding risk** due to local water patterns.
- **Fire risk** associated with large-scale battery storage.

- Significant **construction disruption** and **traffic impact**.
- The facility will be **unmanned**, offering **no local employment** or community benefit.
- The location is inappropriate given the rural setting and proximity to residential areas.

27 January 2026 – Public Meeting: Church Farm Development

Attended a public meeting regarding the proposed Church Farm development, alongside Cllr Haines and local residents. Main issues raised by the community:

- **Lack of infrastructure** to support large-scale development.
- **Traffic concerns**, including congestion and road safety.
- **Drainage issues** and potential surface water problems.
- Risk of **job losses** due to the proposed large supermarket.
- **Poor public transport provision**, including the absence of a train station.
- Concerns that the development is not aligned with the needs of the village.

29 January 2026 – Clive Road Public Meeting (The Gathering Place)

Attended a further meeting regarding the Clive Road proposal. Residents reiterated the same concerns raised previously:

- Loss of greenfield land
- Impact on wildlife
- Recreational space being removed
- Over development and change to village character

30 January 2026 – Public Engagement and Resident Consultation

Spent the day engaging directly with residents to gather views on the proposed developments. Spoke with approximately **50 residents**:

- **46 were opposed** to the developments
- **4 were in favour**, but **only if the proposals were significantly reduced in scale**

This provided a clear indication of the community's position and the desire for development that is proportionate and sensitive to the area.

Ongoing Casework – Damp and Mould Complaint

Continuing to support a local resident experiencing severe **damp and mould** issues in their home. The situation has escalated due to:

- Health impacts on the household
- Lack of adequate response from the landlord
- Structural concerns relating to leaks and electrical safety

I drafted a **formal complaint letter to the Housing Ombudsman** and provided it to the resident so they could submit it directly as part of their case.

4 February 2026 – PLCC Meeting: Church Farm Development

Attended a well-attended public meeting at the PLCC regarding the Church Farm proposal. Residents again raised consistent concerns around:

- Infrastructure capacity
- Traffic and transport
- Drainage
- Impact on local employment
- Suitability of the development for the area

Summary

Over the past two weeks, I have:

- Attended multiple public meetings
- Submitted formal objections and witness statements
- Engaged directly with residents
- Supported vulnerable individuals with housing issues
- Ensured community concerns are documented and represented

I will continue to monitor all proposed developments closely and ensure residents' voices remain central to the decision-making process.

Appendix 4

Correspondence

Correspondence	Originator
Planning Committee - 15 January 2026	VoG
2025/01144/HAZ, Land at Bro Tathan, St Athan, Installation of Liquefied Petroleum Gas (LPG) tanks update	VoG
Planning Application Consultation 2025/01282/FUL Gileston Farm, Gileston	VoG
Vacancy -- Public Appointments	OVW
Standards Committee - Applications for Dispensation	VoG
Copyright Practice Development Note - Amended	OVW
Older People Commissioner survey - finishes 30.1.26	OVW
RSPB Big Garden Bird Watch 2026	OVW
Planning Application Consultation 2025/01282/FUL Gileston Farm, Gileston	VoG
Vale of Glamorgan Deposit Replacement Local Development Plan - Revised Delivery Agreement and Deposit Consultation	VoG
A Play Friendly Vale Event	VoG
Planning Application Consultation 2025/01193/FUL Land North of 4 and 5, Shackleton Close, East Vale Estate, St Athan	VoG
Planning Application Consultation 2026/00053/FUL 65 St John's View, St Athan	VoG
Planning Application Consultation 2026/00054/FUL 65 St John's View, St Athan	VoG
Request for Expressions of Interest - Supporting Welsh Cultural & Heritage Sector Decarbonisation - Pilot	VoG
Church Farm, St Athan	VoG
Upcoming Events from Planning Aid Wales	Planning Aid Wales
Planning Application Consultation 2026/00062/FUL Railway Stables, Gileston Road, St Athan	VoG
Planning Application Consultation 2026/00060/FUL 19, Chestnut Avenue, St Athan	VoG

Appendix 5

Events Diary

Month	Date	Event	Location
February	Sat 7th	Drop In	Gileston Church
February	Mon 9th	Events meeting	Council Chambers
February	End	Council Newsletter Distribute	
March	Tues 3rd	Community Council Meeting	Council Chambers
March	Sat 7th	Litter Pick	tbc
March	Fri 20th	CAWG	tbc
April	Tues 7th	Community Council Meeting	Council Chambers
April	Sat 11th	Drop In	tbc
May	Sat 2nd	Family Fun Day	The Gathering Place
May	Tues 5th	Council AGM	Council Chambers
May	Tues 5th	Community Council Meeting	Council Chambers
May	Sat 9th	Litter Pick	tbc
May	Sat 30th	CAWG	tbc
May	Sun 31st	Civic Service	tbc
June	Tues 2nd	Community Council Meeting	Council Chambers
June	Sat 6th	Drop In	Council Chambers
July	Tues 7th	Community Council Meeting	Council Chambers
July	Sat 11th	Litter Pick	tbc
July	Sat 25th?	CAWG	tbc

August	Sat 8th	Drop In	The Gathering Place
August	Sat 29th	Village Fair	PLCC & Grounds
August	30th	Council Newsletter Distribute	
September	Tues 1st	Community Council Meeting	Council Chambers
September	Sat 5th	Litter Pick	tbc
September	Sat 26?	CAWG	tbc
October	tbc	Autumn Festival	tbc
October	Tues 6th	Community Council Meeting	Council Chambers
October	Sat 10th	Drop In	tbc
October	tbc	Poppies on Lamp posts	tbc
November	Tues 3rd	Community Council Meeting	Council Chambers
November	Sun 8th	Remembrance Sunday	St Tathan Church/Monument
November	tbc	Christmas Market @ TGP	
November	Sat 28th?	Christmas Light Switch On	
November	Sat 28th?	Christmas Market	PLCC & Grounds
November	Sun 29th?	Litter Pick	tbc
November	Tues 24th	Community Council Finance Meeting	Council Chambers
November	Sat 21st?	CAWG	tbc
December	Tues 1st	Community Council Meeting	Council Chambers
December	Sat 5th	Drop In	tbc