

**ST ATHAN COMMUNITY COUNCIL  
NOTICE OF FULL GENERAL MEETING**

**Notice is hereby given that a Full General Meeting of  
St Athan Community Council will be held as follows:**

**Date:** Tuesday 7<sup>th</sup> April 2026

**Time:** 7.00 pm

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

**To:** All St Athan Community Councillors



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**NOTICE**

1. Members of the public may attend the meeting in person or remotely.  
Remote access details are available from the Proper Officer.
2. Councillors unable to attend must notify the Proper Officer by **12.00 noon on Tuesday 7th April 2026.**

Dated: 31/03/2026

**Signed:**

Maria Stevens

Proper Officer & Responsible Financial Officer

St Athan Community Council

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**AGENDA**

- |   |                |
|---|----------------|
| 1. <b>Welcome</b>   | Chair          |
| 2. <b>Attendance</b>  | Chair          |
| 3. <b>Receive apologies for Absence</b>   | Proper Officer |
| 4. <b>Declarations of Interest</b>  | Chair          |
| 5. <b>Suspension of Standing Orders</b>   | Chair          |
| 6. <b>Public Participation (Agenda Items Only)</b>  | Chair          |
| 7. <b>Crime Statistics-Appendix 2</b>   | Proper Officer |
| 8. <b>Reinstatement of Standing Orders</b>  | Chair          |
| 9. <b>Approval of Minutes</b><br>To approve the minutes of the previous<br>Full Council Meeting of 3rd March 2026 | Chair          |
| 10. <b>Matters arising from the minutes of 3<sup>rd</sup> March 2026</b><br>No already covered in the agenda      | Chair          |

|  |                                  |
|--|----------------------------------|
| <b>11. To receive reports</b>  |                                  |
| a. Chair's report  | Chair                            |
| b. Community Councillor's reports  | Councillors                      |
| c. County Councillor's report  | Cllr Haines<br>Cllr Lynch-Wilson |
| d. Proper Officer's report   | Proper Officer                   |
| e. Other committee reports   | Proper Officer/Chair             |
| <b>12. Councillor Activities</b>   | Chair/Proper Officer             |
| <b>13. Planning Matters</b>  |                                  |
| a. Pre-Application Consultation (PAC) for proposed development at Land at Bro Tathan |                                  |
| b. Planning Application Consultation 2026/00213/HYB Church Farm, Rock Road, St Athan | Proper Officer                   |
| <b>14. St Athan Ward Financial Report – March 2026</b>                               |                                  |
| Appendix 1   | Proper Officer                   |
| <b>15. Correspondence</b> Appendix 3   | Proper Officer                   |
| <b>16. Financial Assistance (Donation) Request</b>                                   |                                  |
| Ray of Light Cancer Support  | Proper Officer                   |
| <b>17. Church Crosses Update</b>   | Proper Officer                   |
| <b>18. Purchase 2<sup>nd</sup> silhouette for The Gathering Place</b>                | Proper Officer                   |
| <b>19. Reset the Female Soldier at the monument</b>                                  | Proper Officer                   |
| <b>20. Cleaning contract for Council chamber</b>                                     | Proper Officer                   |
| <b>21. Noticeboards-TGP and Chapel Surgery-Update</b>                                | Proper Officer                   |
| <b>22. Nomination of Chair and Vice-Chair</b>  | Chair                            |
| <b>23. Chair and Vice-Chair working allowance</b>                                    | Proper Officer                   |
| <b>24. Hi vis-hoodies, polos, t-shirts</b>   | Proper Officer                   |
| <b>25. Events</b>  |                                  |
| a. Family Fun Day - additional costs approval for tombola/ crafts etc                |                                  |
| b. Purchase of banner to advertise Family Fun Day                                    |                                  |
| c. Civic Service   | Chair                            |
| <b>26. Grant Scheme – Confirm details</b>  | Chair                            |
| <b>27. Toilet Block Refurb update</b>  | Proper Officer                   |

- |   |                |
|---|----------------|
| 28. Purchase of laptop                                    | Proper Officer |
| 29. Sage software for Payroll                             | Proper Officer |
| 30. Rustic Roots request for Council to replace microwave | Proper Officer |
| 31. Date of next meeting                                  |                |

## Appendix 1

### St Athan Ward Financial Report – March 2026

| INCOME                      | MAR               |
|-----------------------------|-------------------|
| BALANCE B/F                 | £22,747.43        |
| Rustic Roots -Rental        | £1,000.00         |
| Rustic Roots Electricity    | £690.00           |
| Family Fun Day Stallholders | £90.00            |
| INCOME TOTAL                | £1,780.00         |
| <b>TOTAL</b>                | <b>£24,527.43</b> |

## EXPENDITURE

| ADMINISTRATION                            | MAR               |
|---|-------------------|
| Chain of Office & Roll of Honour Board    | £968.57           |
| Proper Officer -Salary                    | £2,366.36         |
| Proper Officer - HMRC                     | £1,929.88         |
| Councillor - Admin Remuneration           | £424.66           |
| Councillor - Annual Remuneration          | £1,274.00         |
| Councillor - Attendance Remuneration      | £180.00           |
| Councillor - Training                     | £84.00            |
| Microsoft - software                      | £12.10            |
| Microsoft - storage                       | £1.99             |
| Scribe software                           | £61.20            |
| Office Equipment & Furniture              | £103.85           |
| Stationery, ink, paper, printing, postage | £130.68           |
| Internet & Telephone-OneCom               | £48.00            |
| Bank charges                              | £11.90            |
| By-Election 15/01/2026                    | £6,023.22         |
| By-Election 19/02/2026                    | £175.00           |
| <b>TOTAL</b>                              | <b>£13,795.41</b> |

| BUILDING AND OUTSIDE AREA             | MAR              |
|---------------------------------------|------------------|
| Fire extinguisher check               | £144.30          |
| Cleaning - window, gutter and fascias | £85.00           |
| Electric Supply                       | £893.94          |
| Maintenance - Major Repairs           | £772.45          |
| <b>TOTAL</b>                          | <b>£1,895.69</b> |

| WARD              | MAR    |
|-------------------|--------|
| Feeder Pillar x 2 | £37.55 |

|                                     |                  |
|-------------------------------------|------------------|
| Fete and Music Event (Village Fair) | £480.00          |
| Grass Cutting                       | £465.60          |
| Noticeboards                        | £753.53          |
| <b>TOTAL</b>                        | <b>£1,736.68</b> |

|                          |              |
|--------------------------|--------------|
| <b>CHAIR'S ALLOWANCE</b> | <b>MAR</b>   |
| CHAIR'S ALLOWANCE        | 60.00        |
| <b>TOTAL</b>             | <b>60.00</b> |

|                              |                   |
|------------------------------|-------------------|
| <b>TOTAL EXPENDITURE</b>     | <b>£17,475.88</b> |
| TOTAL INCOME/Carried forward | £24,527.43        |
| <b>BALANCE</b>               | <b>£7,039.65</b>  |

### Reserve account

|                 |                   |
|-----------------|-------------------|
|                 | <b>Mar</b>        |
| Carried forward | £19,172.57        |
| Interest        | £14.81            |
| <b>TOTAL</b>    | <b>£19,187.38</b> |

## Appendix 2 Crime Statistics

| 2025/2026                            | MAR       | APR       | MAY       | JUN       | JUL       | AUG       | SEP       | OCT       | NOV       | DEC       | JAN       | FEB       | MAR       | APR      |
|--------------------------------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|----------|
| VIOLENCE WITHOUT INJURY              | 8         | 9         | 7         | 11        | 3         | 12        | 7         | 13        | 12        | 6         | 4         | 5         | 9         | 0        |
| VIOLENCE WITH INJURY                 | 1         | 3         | 3         | 3         | 4         | 1         | 0         | 3         | 4         | 5         | 0         | 0         | 0         | 0        |
| SEXUAL OFFENCES                      | 1         | 1         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0        |
| RAPE                                 | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0        |
| RESIDENTIAL BURGLARY                 | 2         | 0         | 2         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0        |
| BUSINESS AND COMMUNITY BURGLARY      | 0         | 0         | 0         | 1         | 0         | 0         | 0         | 0         | 2         | 6         | 1         | 0         | 0         | 0        |
| VEHICLE OFFENCES                     | 0         | 3         | 1         | 0         | 0         | 4         | 4         | 2         | 5         | 0         | 0         | 0         | 0         | 0        |
| BICYCLE THEFT                        | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0        |
| SHOPLIFTING                          | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0        |
| ALL OTHER THEFT OFFENCES             | 2         | 1         | 7         | 2         | 7         | 3         | 1         | 5         | 2         | 1         | 2         | 4         | 2         | 1        |
| ARSON                                | 0         | 0         | 0         | 0         | 0         | 1         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0        |
| CRIMINAL DAMAGE                      | 1         | 4         | 3         | 2         | 3         | 1         | 0         | 2         | 2         | 0         | 0         | 3         | 3         | 0        |
| PUBLIC ORDER OFFENCES                | 0         | 0         | 0         | 0         | 1         | 2         | 0         | 1         | 1         | 0         | 0         | 0         | 0         | 0        |
| MISCELLANEOUS CRIMES AGAINST SOCIETY | 4         | 6         | 5         | 5         | 6         | 10        | 2         | 4         | 11        | 3         | 2         | 7         | 5         | 0        |
| DRUG OFFENCES                        | 1         | 2         | 1         | 1         | 0         | 1         | 1         | 1         | 0         | 0         | 0         | 2         | 0         | 0        |
| ROADS/TRAFFIC                        | 0         | 3         | 4         | 2         | 3         | 1         | 2         | 3         | 1         | 1         | 1         | 1         | 5         | 0        |
| ANTI SOCIAL BEHAVIOUR                | 0         | 3         | 8         | 6         | 5         | 0         | 1         | 3         | 2         | 1         | 0         | 2         | 3         | 0        |
| <b>TOTAL</b>                         | <b>20</b> | <b>35</b> | <b>41</b> | <b>33</b> | <b>32</b> | <b>36</b> | <b>18</b> | <b>37</b> | <b>42</b> | <b>23</b> | <b>10</b> | <b>24</b> | <b>27</b> | <b>1</b> |

### Appendix 3 Correspondence

|  |                    |
|--|--------------------|
| Is-orsaf Aberddawan / Aberthaw Substations – gwahoddiad i gyfarfod / meeting invitation      | NG                 |
| One Voice Wales Manifesto  | OVW                |
| E-Bulletin Issue 19  | OVW                |
| Housingstrategy (Mailbox)  | VoG                |
| Planning Committee - 19 March 2026 - Agenda and Reports                                      | VoG                |
| Planning Application Consultation 2026/00060/FUL 19, Chestnut Avenue, St Athan               | VoG                |
| Planning Application Consultation 2026/00054/FUL 65 St John's View, St Athan-Decision letter | VoG                |
| Grass cutting email regarding locations  | PO                 |
| Cardiff Airport Press Release.   | RE/Cardiff Airport |
| The County Borough of the Vale of Glamorgan (Communities) Order 2026                         | VoG                |