

ST ATHAN COMMUNITY COUNCIL

FULL GENERAL MEETING MINUTES



Meeting: Full General Council

Date: Tuesday 6th October 2026

Meeting Start: 7pm

Meeting Concluded: 8.34pm

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: 2 (Two)

Welcome

The Chair opened the meeting and welcomed everyone present.

3546 Attendance

Cllr S Toker	Cllr G Clarke
Cllr H Cleave	Cllr L Wiltshire
Cllr R Eustace	Cllr J Jarrett
Cllr D Willmot	Cllr P Lewis
Cllr J Lynch-Wilson	County Cllr S Haines
Cllr P King-Remote	

3547 Receive apologies for Absence

Cllr K Manfield

Absent without apologies: Cllr D Bridgeman

3548 Declarations of Interest

Cllr J Lynch-Wilson to speak only on matters relating to the Paul Lewis Community Centre as Chair

3549 Suspension of Standing Orders

It was **RESOLVED** that Standing Orders be suspended to allow the presentation and public participation to take place.

Proposed by Cllr Eustace and seconded by Cllr Wiltshire.

3550 Afon Ddaw solar and energy storage project-Lightsource BP

Representatives from Lightsource bp gave a short presentation on the Afon Ddaw Solar and Energy Storage Project and answered questions from Members.

3551 Public Participation (Agenda Items Only)

Two members of the public were in attendance. Both declined the opportunity to speak on matters included on the agenda.

3552 Crime Statistics-Appendix 2

PCSO Harrison Waller submitted his apologies as he was unable to attend the meeting. Crime statistics were provided and are attached as Appendix 2.

3553 Reinstatement of Standing Orders

It was **RESOLVED** that Standing Orders be reinstated.

Proposed by Cllr Cleave and seconded by Cllr Lynch-Wilson.

3554 Approval of Minutes

It was **RESOLVED** that the minutes of the Full Council meeting held on 1st September 2026 be approved as a true and accurate record.

Proposed by Cllr Wiltshire and seconded by Cllr Eustace.

3555 Matters arising from the minutes of 1st September 2026

Not already covered in the agenda

None

3556 To receive reports

a. The Chair reported that she had:

- met with Age Cymru regarding St Athan becoming a Dementia Friendly Community;
- volunteered at the Council's litter pick;
- attended a site meeting with Dan from EPC regarding the redecoration of the kitchen;
- continued working towards the Armed Forces Covenant and Fairtrade status for St Athan;
- met with residents regarding trees, speeding and other local issues;
- attended Grants Committee meetings; and
- arranged a meeting with Walters for 16th October 2026 at 9.30am.

b. Community Councillors' reports

Cllr Eustace-Attended the National Grid event at The Gathering Place and a Grants Committee meeting.

Cllr Willmot-Attended several litter picks and the Grants Committee meetings.

Cllr King-Attended Grants Committee meetings.

Cllr Clarke-Assisted at the Council's children's craft event and attended litter picks.

Cllr Wiltshire-Assisted at the Council's children's craft event and attended the Library's Twmpath on 19th September 2026. He had also been in discussions with Llantwit Major councillors regarding Fairtrade and was seeking to arrange a meeting with the Friends of Glamorgan Heritage Coast.

Cllr Jarrett-Attended the National Grid event at The Gathering Place and Grants Committee meetings. He also spoke with residents regarding waterworks activities in Picketston.

Cllr Lewis-Had been liaising with South Wales Police regarding speed monitoring and enforcement. The activity planned for 28th September 2026 had been cancelled, and new dates between 24th and 26th October 2026 were being considered.

c. County Councillor's report

County Cllr S Haines expressed concern that there was no evidence that planning permission had been granted for the crash gates.

d. Proper Officer's report

See attached

e. Other committee reports

The Grants Application Committee and Grants Awards Committee met on 8th September 2026. Grants were awarded to St Athan Primary School PTA and the Vale of Glamorgan Wheelchair Badminton Club. An application from The Gathering Place was deferred until the next meeting, pending receipt of the requested financial information.

3557 Councillor Activities

An overview of forthcoming events was provided, and a list was circulated to Councillors. The Chair requested volunteers to support these events, particularly the Autumn Festival and Community Drop-In.

The installation of poppies on lamp posts was scheduled for 17th October 2026. The Cadets and Brownies would assist, beginning with a clean-up at the Monument before installing the poppies. The Chair asked Cllr Lynch-Wilson whether she would like to display her poppy wall on the same day.

The Chair emphasised the importance of all Councillors attending the Remembrance Sunday service.

Councillors were reminded of the Finance Committee meeting on 24th November 2026 and were encouraged to attend. Any suggestions were to be submitted to the Proper Officer in advance of the meeting.

3558 Planning Matters

None

3559 St Athan Ward Financial Report – September 2026-Appendix 1

The financial reports for September 2026 were received and considered by the Council.

It was **RESOLVED** that the financial reports for September 2026 be approved as presented.

Proposed by Cllr Willmot and seconded by Cllr Lynch-Wilson

3560 Correspondence-Appendix 3

The correspondence listed in Appendix 3 was received and noted by the Council.

3561 Financial Assistance (Donation) Request

None

3562 Events

Events and Projects Committee meeting scheduled for Wednesday 7th October 2026.

3563 Consultation on the Draft Annual Self-Assessment Report 2025/26

The Council confirmed that it had received and reviewed the draft report. No comments were raised.

3564 Roof-Next Steps

The Proper Officer reported that, despite two letters and several emails, including an offer of mediation, no response had been received from Premier Roofing.

It was agreed that the Proper Officer, working with Cllr Wiltshire, take the necessary next steps to pursue the matter through the County Court small claims process.

3565 Fireworks

Cllr Lewis confirmed that the Golf Club would be holding its fireworks display this year and asked whether STACC had budgeted for a donation towards the event. The Chair confirmed that £500 had been included in the budget.

The Chair advised Cllr Lewis that the Golf Club should submit a formal request for funding so that it could be included on the agenda and considered at the next Full Council meeting.

3566 Audit Report

The Proper Officer presented the Audit Wales report, which contained an unqualified audit opinion and no recommendations. The Council welcomed the positive outcome and congratulated the Proper Officer.

3567 Chambers Cleaning

The Proper Officer presented the costs for cleaning the Council Chambers: £60 per month for two hours of cleaning, with an initial trial clean costing £40.

It was **RESOLVED** that an initial trial clean be undertaken at a cost of £40, followed by monthly cleaning at a cost of £60 per month.

Proposed by Cllr Lewis and seconded by Cllr Eustace.

3568 Request to Rename the Twice-Yearly Council Newsletter and Consider Alternative Names

The Proper Officer presented a proposal to rename the St Athan Community Council newsletter. Following consideration of several suggested names, it was **RESOLVED** unanimously that the newsletter be renamed **St Athan Community Voice**.

3569 Fire Risk Assessment

The Proper Officer advised that a new fire risk assessment was required. Direct365, which had completed the previous assessment, provided a quotation of £319 plus VAT.

It was **RESOLVED** that Direct365 be appointed to undertake the fire risk assessment at a cost of £319 plus VAT.

Proposed by Cllr Eustace and seconded by Cllr Wiltshire.

3570 PART II – CONFIDENTIAL

Before this item was considered, the Chair asked the members of the public to leave the meeting, and the recording was stopped. A brief discussion took place regarding Councillors' allowances. No formal decision was made.

3571 Date of next meeting- Tuesday 3rd November 2026

Appendix 1 Financial Report-See attached

Appendix 2 Crime Statistics

	Jul-25	Jul-26	Aug-25	Aug-26	Sep-25	Sep-26
ASB	4	7	0	7	1	4
Violence Against a Person	4	14	6	12	7	3
Burglary	0	0	0	2	0	0
Agricultural Burglary/theft	0	0	0	0	0	0
Lamping concerns	0	0	0	0	0	0
Theft	3	4	3	3	1	3
Damage	3	2	1	2	0	0
Miscellaneous	3	6	3	6	2	0
Highways	0	0	0	0	0	0
Road Related	0	0	0	0	6	0
Drugs	0	1	1	0	1	0
Fraud	0	0	1	1	0	0
Robbery	0	0	0	0	0	0
Totals	17	34	15	33	18	10

Old format	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
VIOLENCE WITHOUT INJURY	13	12	6	4	5	9	11	9	15	0	0	0
VIOLENCE WITH INJURY	3	4	5	0	0	0	1	1	4	0	0	0
SEXUAL OFFENCES	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
RESIDENTIAL BURGLARY	0	0	0	0	0	0	1	0	1	0	0	0
BUSINESS AND COMMUNITY BURGLARY	0	2	6	1	0	0	0	0	0	0	0	0
VEHICLE OFFENCES	2	5	0	0	0	0	0	3	3	0	0	0
BICYCLE THEFT	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
ALL OTHER THEFT OFFENCES	5	2	1	2	4	2	3	0	1	0	0	0
ARSON	0	0	0	0	0	0	0	0	0	0	0	0
CRIMINAL DAMAGE	2	2	0	0	3	3	5	1	0	0	0	0
PUBLIC ORDER OFFENCES	1	1	0	0	0	0	0	0	0	0	0	0
MISCELLANEOUS CRIMES AGAINST SOCIETY	4	11	3	2	7	5	10	1	11	0	0	0
DRUG OFFENCES	1	0	0	0	2	0	0	1	1	0	0	0
ROADS/TRAFFIC	3	1	1	1	1	5	3	1	3	0	0	0
ANTI SOCIAL BEHAVIOUR	3	2	1	0	2	3	0	4	8	0	0	0
TOTAL	37	42	23	10	24	27	34	21	47	0	0	0

Appendix 3 Correspondence

Correspondence	Originator
Have your say on the future of Lottery funding	GVS
Keep Wales Tidy - Dynamic Purchasing System - delivery partners wanted	OVW
Standards Committee - Applications for Dispensation	VoG
Good news: Illegal off-road bike seized in St Athan [#743620559]	Police
Issue 4 of 'Y Llais - The Voice'	OVW
ONE VOICE WALES E BULLETIN ISSUE 29	OVW
IMPORTANT Letter to Member Councils - Community Boundary Reviews	OVW
Fwd: Planning Committee / Pwyllgor Cynllunio 17/09/26 - 4PM	VoG
Workshop on 6th October/Becoming a Cllr/Registrations	VoG
Invasive Species Training	VoG
Amended Practice Development Note Martyn's Law	OVW
Town Mayors Evening of Music	LM TC
For information: Aberthaw identified as potential location for tidal lagoon development	VoG
One Voice Wales E Bulletin Issue 30	OVW
GVS Funding News	GVS
GVS News: Your Latest Third Sector Updates & Opportunities - Don't miss GVS' AGM on 16 October 2026	GVS
Planning Application Consultation 2026/00221/FUL 16 Gileston Road, St Athan	VoG
South Wales Police Youth Trust	SWP
IMPORTANT REQUEST FROM NATIONAL LOTTERY SUPPORTED BY ONE VOICE WALES.	OVW
Publication of the Draft Annual Remuneration Report 2026–27	DBCC
Full Council - 05 October 2026 - Agenda and Reports	VoG
You're invited to our drop-in event and webinar	NG
Changes to Governance and National Executive Committee Arrangements	OVW
Invitation to Town Mayor Evening of Music Event	LM TC
Publication of the Draft Annual Remuneration Report 2026–27	OVW