

**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 2nd June 2026

Time: 7.00 pm

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

To: All St Athan Community Councillors

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 Monday 1st June 2026.**

Dated: 28th May 2026

Signed:

Maria Stevens

Proper Officer & Responsible Financial Officer

St Athan Community Council

AGENDA

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| 1. Welcome | Chair |
| 2. Attendance | Chair |
| 3. Receive apologies for Absence | Proper Officer |
| 4. Declarations of Interest | Chair |
| 5. Suspension of Standing Orders | Chair |
| 6. CCR Energy - Aberthaw Project update | CCRE |
| 7. Public Participation (Agenda Items Only) | Chair |
| 8. Crime Statistics Appendix 2 | Proper Officer |
| 9. Reinstatement of Standing Orders | Chair |
| 10. Approval of Minutes
To approve the minutes of the previous Full Council Meeting of 5 th May 2026 | Chair |
| 11. Matters arising from the minutes of 5th May 2026
Not already covered in the agenda | Chair |

12. To receive reports	
a. Chair's report	Chair
b. Community Councillor's reports	Councillors
c. County Councillor's report	Cllr Haines Cllr Lynch-Wilson
d. Proper Officer's report	Proper Officer
e. Other committee reports Building Maintenance Committee	Proper Officer/Chair
13. Councillor Activities	Chair/Proper Officer
14. Planning Matters	
i) Planning Application Consultation 2026/00367/FUL The Coach and Cheese Houses at Gileston Manor.	
ii) Planning Application Consultation 2026/00368/LBC The Coach and Cheese Houses at Gileston Manor	
ii) Planning Application Consultation 2025/01144/HAZ Land at Bro Tathan, St Athan	Proper Officer
15. St Athan Ward Financial Report – May 2026	
Appendix 1	Proper Officer
16. Correspondence Appendix 3	Proper Officer
17. Financial Assistance (Donation) Request	
The Gathering Place-	
i) £150 towards Monster Mash Bash on 29 th October 2026	
ii) £150 towards Children's Christmas Party 12 th December 2026	
iii) £150 towards Breakfast with Santa 21 st December 2026	Proper Officer
18. Audit 2025/26 – Annual Return	
To receive and consider the Internal Auditor's report; to approve any actions arising; to approve the Annual Return / Annual Governance and Accounting Statements for 2025/26; and to authorise the Chair and Proper Officer/RFO to sign the relevant audit documentation for submission	Proper Officer
19. Church Crosses Update	Proper Officer
20. Events	Chair/Proper Officer
21. Toilet Block Refurb update	Proper Officer
22. Recording of Council meetings for accuracy of minutes	
To consider authorising the Proper Officer to make an audio recording of Council and Committee meetings, solely for the purpose of preparing accurate draft minutes, and to agree the associated policy, privacy notice and retention arrangements.	Proper Officer

23. Use of WhatsApp

Chair

24. Purchase of Hi-vis

Chair

25. To discuss recent reports referring to St Athan as a “tree desert”.

Cllr Eustace

26. Part II

27. Date of next meeting- 7th July 2026

Appendix 1

St Athan Ward Financial Report – May 2026

Current Account- 1st May to 31st May

Balance b/fwd	£39,730.31	£0.00	£39,730.31
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Income

Building Rental	£1,000.00	£0.00	£1,000.00
Family Fun Day tombola & raffle	£92.00	£0.00	£92.00
Total	£1,092.00	£0.00	£1,092.00
Grand Total	£40,822.31	£0.00	£40,822.31

Expenditure

Administration	Net Total	VAT	Gross Total
Bank charges	£14.35	£0.00	£14.35
Broadband	£42.92	£8.58	£51.50
Councillor Meeting Allowance	£200.00	£0.00	£200.00
Microsoft Licence	£10.08	£2.02	£12.10
Mobile Phone	£6.62	£1.33	£7.95
Pop up Banners	£93.28	£18.66	£111.94
Proper Officer HMRC	£975.54	£0.00	£975.54
Proper Officer Salary	£2,355.56	£0.00	£2,355.56
Public and Liability Insurance	£3,011.96	£0.00	£3,011.96
Sage Payroll Software	£1.00	£0.20	£1.20
Scribe Software	£51.00	£10.20	£61.20
SLCC Subscription	£316.00	£0.00	£316.00
Stationery, ink, paper, postage	£42.59	£8.52	£51.11
Administration Subtotal	£7,106.55	£49.51	£7,170.41

Building and Outside Area			
Business Rate	£266.00	£0.00	£266.00
Electric check/PAT testing	£80.00	£0.00	£80.00
Electricity Supply	£362.78	£66.87	£429.65
Fire extinguisher check	£133.24	£26.65	£159.89
Water Rates	£231.58	£0.00	£231.58
Building and Outside Area Subtotal	£1,073.60	£93.52	£1,167.12

Ward			
Hire of Building for Family Fun Day	£100.00	£0.00	£100.00
Grass Cutting	£194.00	£38.80	£232.80
Raffle & tombola -donations for Jack Thomas	£92.00	£0.00	£92.00

Refreshments for volunteers Family Fun Day	£39.50	£0.00	£39.50
Ward Subtotal	£425.50	£38.80	£464.30

Chair's Allowance			
Donation for Jack Thomas	£58.00	£0.00	£58.00
Chair's Allowance Subtotal	£58.00	£0.00	£58.00

Total Payments	£8,663.65	£181.83	£8,859.83
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Balance carried forward as at 31 May 2026	£8,663.65	£181.83	£31,962.48
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Reserve Account- 1st May to 31st May

Description	Amount
Balance brought forward as at 1 May 2026	£19,200.78
Interest received	£12.97
Transfers to Current Account	£0.00
Transfers from Current Account	£0.00
Balance carried forward as at 31 May 2026	£19,213.75

Financial Reports from Scribe

Net Position

Monthly Report

Detailed Cost Centre

Draft Payment List

Appendix 2

Crime Statistics

	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY
VIOLENCE WITHOUT INJURY	11	3	12	7	13	12	6	4	5	9	11	9
VIOLENCE WITH INJURY	3	4	1	0	3	4	5	0	0	0	1	1
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	0	0	0	0	1	0
BUSINESS AND COMMUNITY BURGLARY	1	0	0	0	0	2	6	1	0	0	0	0
VEHICLE OFFENCES	0	0	4	4	2	5	0	0	0	0	0	3
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	2	7	3	1	5	2	1	2	4	2	3	0
ARSON	0	0	1	0	0	0	0	0	0	0	0	0
CRIMINAL DAMAGE	2	3	1	0	2	2	0	0	3	3	5	1
PUBLIC ORDER OFFENCES	0	1	2	0	1	1	0	0	0	0	0	0
MISCELLANEOUS CRIMES AGAINST SOCIETY	5	6	10	2	4	11	3	2	7	5	10	1
DRUG OFFENCES	1	0	1	1	1	0	0	0	2	0	0	1
ROADS/TRAFFIC	2	3	1	2	3	1	1	1	1	5	3	1
ANTI SOCIAL BEHAVIOUR	6	5	0	1	3	2	1	0	2	3	0	4
TOTAL	33	32	36	18	37	42	23	10	24	27	34	21

Appendix 3 Correspondence

Correspondence	Originator
Basketball Wales - Mega Slam Hoops	VoG
Webinar Biodiversity Team	OVW
Standards Committee - Applications for Dispensation	VoG
FREE adult cycling session - Saturday 13th June Llantwit Major	VoG
Planning Application Consultation 2026/00367/FUL The Coach and Cheese Houses at Gileston Manor, Gileston Road, Gileston	VoG
Cardiff Capital Region - Strategic Development Plan Call for Strategic Candidate Sites	VoG
Planning Application Consultation 2026/00368/LBC The Coach and Cheese Houses at Gileston Manor	VoG