



MINUTES OF THE ST ATHAN COMMUNITY COUNCIL  
GENERAL MEETING HELD TUESDAY 10<sup>th</sup> MAY 2022  
REMOTELY AND IN THE COMMUNITY COUNCIL HALL



PRESENT

Councillor R Eustace (Chairman)	Projects Committee General Maintenance Committee Merger Council Building / Library Bro Tathan Local Council Liaison Committee Cardiff Airport Liaison Committee Conservation Area Planning - Flemingston
County Councillor J Lynch-Wilson (Vice-Chairman)	Projects Committee St Athan Community Association
Councillor B Acott	Aberthaw Power Station Local Liaison Committee Bro Tathan Local Council Liaison Committee Friends of the Glamorgan Heritage Coast Llantwit Major Public Footpaths Committee.
Councillor J Angove	Merger Council Building / Library Bro Tathan Local Council Liaison Committee
Councillor S Toker	Projects Committee One Voice Wales Vale of Glamorgan Council, Community Liaison Committee
Councillor D White	Projects Committee
Councillor D Willmot	General Maintenance Committee Aberthaw Cement Works C.L.C. School Governors

MINUTE	ITEM	ACTION
2223.	<u>WELCOME</u>  The Chairman welcomed those present to the meeting and congratulated Julie Lynch-Wilson and Stephen Haines on their recent election to the office of County Councillor.	
2224.	<u>DECLARATION OF INTEREST</u>  None.	
2225.	<u>CONFIRMATION OF GENERAL MEETING MINUTES</u>  PROPOSED By: Councillor B Acott SECONDED By: Councillor D White  That the minutes of the General Meeting held on the 5 <sup>th</sup> April 2022 be accepted as a true record of proceedings.	<b>CARRIED</b>



2228.	<p><b><u>FINANCIAL STATEMENT</u></b></p> <p>The Chairman presented a Financial Statement of Accounts as at the 30<sup>th</sup> April 2022. Copy at Annex A.</p> <p>PROPOSED By: Councillor D White SECONDED By: County Councillor J Lynch-Wilson</p> <p>That the presented financial statement be accepted as a true record of council financial accounts.</p>	<b>CARRIED</b>	
2229.	<p><b><u>CORRESPONDENCE</u></b></p> <p>a. O.V.W - Apr/May Training Dates. b. O.V.W - New National CPR Defibrillation Manager. c. O.V.W - Agenda - Bridgend/Cardiff/Vale Area Cttee Mtg 25<sup>th</sup> Apr 2022. d. O.V.W - Planting for Pollinators. e. O.V.W - Porthcawl Deputy Clerk Advert. f. O.V.W - Pentyrch CC Job Advert. g. VoG - Employment Land and Premises Needs Study. h. VoG - Council Mtg 25 Apr 2022 – Agenda and Reports. i. VoG - Play Sufficiency Assessment. j. VoG - Vale PSB Well-being Assessment. k. VoG - Meeting Cancellation – Community Liaison Cttee – 27<sup>th</sup> April 2022. l. Wick &amp; Marcross School - Minor Authority Representative. m. Woodland Project - CC Contact Regarding woodland Creation. n. Resident concern over Planning Application No. 2022/00396/FUL. o. Resident concern over the closure of Aberthaw Power Station – Councillor B Acott has addressed and responded to raised concerns.</p>		
2230.	<p><b><u>CHAIRMAN'S ACTIONS</u></b></p> <p>a. Requested approval from Vale Council to advertise Co-opted Councillor vacancies for Gileston Ward x 1 and St Athan Ward x4. b. Wrote to Mr S Haines in relation to the repair of Church crosses. c. Wrote to St Athan Children's Football Club regarding use of the Council Hall during the summer period. d. Replied to Wick &amp; Marcross School regarding MAR appointment. e. Wrote to Ex Councillor S Williams regarding outstanding remuneration payment for 2021-22. f. Wrote to VoG Planning Dept to confirm deadline date in respect of Planning Application 2022/00396/FUL. g. Requested confirmation of Electrician's qualification from Mr Simon Watts. h. Submitted HMRC VAT Claim for FY 2021-22 for (£1812.36). i. Advised regular users of the Council Hall, only organizer/group leader to complete signing in sheet. j. Hastened BT for delivery of paint and equipment – Flemington telephone box.</p>		
2231.	<p><b><u>INVOICES (April 2022)</u></b></p> <p><b><u>Income</u></b> Beavers &amp; Scouts Fete 22 – Stallholders Ladies What Dance</p>	<p>30.00 95.00 80.00</p>	

2231. Cont...	<p>Playgroup 94.00 Precept 16,544.00 Whist Club 10.00</p> <p><b>Expenditure</b> Admin (Stationery) 33.95 Caretaker Salary 356.80 Chairman's Allowance (Flags) 174.39 Clerk Salary 648.24 Councillor Remuneration (Attendance allowance) 160.00 Council Tax 214.25 Edenvale (Grass cut) 150.00 E-ON Next 303.19 Feeder pillar x2 15.49 Fete (Flag/Bunting) 474.39 Microsoft License (Office 365) 11.28 Office Eqpt (New Laptop/Setup) 819.97 Onecom (Telephone &amp; Broadband) 43.86 One Voice Wales (Annual Membership) 605.00 Queens Platinum Jubilee (Flags) 300.00 Water Rates (05 Oct 21 to 05 Apr 22) 59.72</p> <p>PROPOSED By: Councillor D Willmot SECONDED By: Councillor S Toker</p> <p>That the above income and expenditure payments are accepted as correct.</p>		CARRIED
2232.	<p><b><u>PLANNING APPLICATIONS</u></b></p> <p>a. Town and Country Planning Act, 1990 (as amended) Application No. 2022/00099/FUL Location: The Old Post Office, Rock Road, St Athan Proposal : Change of Use from A3 coffee shop/tea room to a shop offering food and drink home delivery service with restricted hot food takeaway (Sui Generis/Use Class A3) <b>Approved on the 29 April 2022.</b></p> <p>b. Town and Country Planning Act, 1990 (as amended) Application No. 2021/01021/FUL Location: 3, Orchard Way, Gileston Proposal : Change of use of annexe to holiday let. <b>Approved on the 7<sup>th</sup> April 2022.</b></p> <p>c. Town and Country Planning Act, 1990 (as amended) Planning Application 2022-00266/FUL Llantwit Road, Higher End, St Athan.</p> <p>Prior to the meeting, Ex-County Councillor J Thomas confirmed this application will go to the Vale Council Planning Committee for approval.</p> <p>PROPOSED By: Councillor B Acott SECONDED By: Councillor D White</p> <p>That an <b>Objection</b> with comments is raised in respect of this planning application and submitted to the Vale of Glamorgan Council.</p>	CARRIED	

<p>2232. Cont.</p>	<p>d. Town and Country Planning Act, 1990 (as amended)          Planning Application No. 2022/00375/FUL (CJ)          Location: 7, Pant Y Celyn Place, St. Athan          Proposal: Proposed new dwelling adjoining existing dwelling</p> <p>PROPOSED By: Councillor          SECONDED By: Councillor</p> <p>That an <b>Objection</b> with comments is raised in respect of this planning application and submitted to the Vale of Glamorgan Council.</p> <p>e. Town and Country Planning Act, 1990 (as amended)          Planning Application No. 2022/00396/FUL (CR)          Location: Gileston Manor, Gileston Road, Gileston          Proposal: Application for the dual use of the Manor House (use as guest accommodation and ceremony venue, whilst remaining a permanent residence dwellinghouse) and the expansion of the site area permitted in association with the use of the venue</p> <p>Prior to the meeting Ex-County Councillor J Thomas confirmed this application would go to Vale Council Committee for approval.</p> <p>PROPOSED By: Councillor D Willmot          SECONDED By: County Councillor J Lynch-Wilson</p> <p>That an <b>Objection</b> with comments is raised in respect of this planning application and submitted to the Vale of Glamorgan Council.</p> <p>f. Town and Country Planning Act, 1990 (as amended)          Planning Application No. 2022/00452/RES (IR)          Location: St. Athan Boys Village, St. Athan          Proposal: Approval of Reserved Matters (Access, Appearance, Landscaping and Layout) for demolition of part demolished, fire damaged and derelict former C1 residential buildings. Construction of 14 no. link dwellings (40% affordable), and the conversion of the existing chapel into a dwelling and the retention/extension of the caretaker's bungalow (2016/00369/OUT)</p> <p>PROPOSED By: Councillor D Willmot          SECONDED By: Councillor B Acott</p> <p>That <b>No Objection</b> is raised in respect of this planning application and submitted to the Vale of Glamorgan Council.</p> <p>g. Town and Country Planning Act, 1990 (as amended)          Planning Application No. 2022/00511/FUL (SFL)          Location: 25, Picketston Close, Eglwys Brewis          Proposal: Proposed 2 storey side extension, internal alterations, garage conversion and single storey extension to form kitchen/family room</p> <p>PROPOSED By: County Councillor J Lynch-Wilson          SECONDED By: Councillor S Toker</p> <p>That an <b>Objection</b> with comments is raised in respect of this planning application and submitted to the Vale of Glamorgan Council.</p>	
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2232. Cont...	<p>h. Town and Country Planning Act, 1990 (as amended) Planning Application No. 2022/00059/FUL (SFL) Location : The Cottage, Church Lane, St Athan Proposal : Single storey extension to south elevation</p> <p>PROPOSED By: Councillor S Toker SECONDED By: Councillor D white</p> <p>That an <b>No Objection</b> is raised in respect of this planning application and submitted to the Vale of Glamorgan Council.</p>	
2233.	<p><b><u>REPORTS</u></b></p> <p>a. For operational reason PCSO 57209 Richard Mills was unable to attend this meeting and provided the undermentioned crime statistics for St Athan from 1<sup>st</sup> April to 30<sup>th</sup> April 2022:</p> <ol style="list-style-type: none"> <li>1. Theft and Handling – Theft of sweets from store- 03/04/22</li> <li>2. ASB – Large group of youths being abusive- 09/04/22</li> <li>3. Summons Driving offence – Failure to wear a seat belt – 13/04/22</li> <li>4. Concern for safety – Dog bite – 14/04/22</li> <li>5. ASB – Youths throwing stones at property – 26/04/22</li> <li>6. Burglary – Person spotted at property then ran off – 26/04/22</li> </ol> <p>Totals Crime offences – x 3 Road offences – x 1 ASB Offences – x 2</p> <p>b. Clerk - The abandon vehicle at the Tree Estate has been removed.</p> <p>c. Clerk - Councillors vacancies for Gileston and St Athan Wards have been advertised on the Council website and noticeboard.</p>	
2234.	<p><b><u>NEWSLETTER</u></b></p> <p>Submissions to be with the Clerk by Tuesday 17<sup>th</sup> May 2022. It was agreed the distribution of the newsletter would be conducted by local people.</p>	
2235.	<p><b><u>INTERNAL AUDIT OF ACCOUNTS – FY 2021-22</u></b></p> <p>PROPOSED by: Councillor County Councillor J Lynch-Wilson SECONDED by: Councillor D White</p> <p>That Mr P Eddings, (Chartered Accountant), Unit 1 Vale forge, North Road, Cowbridge CF71 7DF, be paid £35, in respect of carrying out the internal audit of the Community Council Accounts for the Financial Year ending 31<sup>st</sup> March 2021.</p>	<b>CARRIED</b>
2236.	<p><b><u>AUDIT DOCUMENT &amp; GOVERNANCE REPORT</u></b></p> <p>a. The audit document for the Financial Year ending 31<sup>st</sup> March 2022, was presented, the audit will be conducted on 15 July 2022.</p> <p>b. Part 1 of the document “Statement of Account” The Statement of Account for the year ending 31<sup>st</sup> March 2022, was presented at the Annual</p>	

2236. Cont...	<p>General Meeting held on Tuesday 10<sup>th</sup> May 2022 and Passed subject to audit.</p> <p>c. Part 2 of the document Annual Governance Statement (Part 1) Sections 1 to 8, each of the statements were presented to Members present, and each section was Agreed with an affirmative “Yes”. Part 2, Sections 1 to 3 were presented and answered accordingly.</p> <p>PROPOSED by: Councillor D White SECONDED by: Councillor D Willmot</p> <p>That confirmation of:</p> <p>a. Parts 1 and 2 Confirmation of Chairman’s Signature. b. Part 3 Completion “Audit Use Only” c. Part 4 Receipt of Annual Internal Audit Report carried out on the 30 April 2022 by Mr P Eddings (Minute 2234 above refers) no observations were made.</p>	CARRIED
2237.	<p><b><u>HEATING CONTROLS</u></b></p> <p>PROPOSED by: Councillor D Willmot SECONDED by: Councillor S Toker</p> <p>That a heating control system is installed to manage energy use and save on costs and that the Wi-fi router moved from the Clerk’s Office into the Council Hall at costs not to exceed £1,000.00</p>	CARRIED
2238.	<p><b><u>COMMUNITY WORKING GROUP</u></b></p> <p>It was agreed that a Community Working Group is to be set up to identify common issues affecting residents and form a plan of action to move each issue forward.</p>	
2239.	<p><b><u>EMPLOYMENT LAND and PREMISES NEEDS STUDY</u></b></p> <p>This Council has no comments to make in respect of this study.</p>	
2240.	<p><b><u>QUEENS PLATINUM JUBILEE – SESSILE OAK TREE</u></b></p> <p>PROPOSED by: Councillor S Toker SECONDED by: Councillor B Acott</p> <p>That a Sessile Oak tree and suitable memorial plague is purchased at a cost not to exceed £100.00, to be planted in the grass area next to Londis convenience store, as part of the St than Queens Platinum Jubilee celebrations on 2<sup>nd</sup> June 2022.</p>	
2241.	<p><b><u>FETE &amp; PARTY IN THE PARK</u></b></p> <p>PROPOSED by: Councillor D White SECONDED by: Councillor D Willmot</p> <p>That the undermentioned items are purchased in support of the community fete and party in the park event to be held on Saturday 2<sup>nd</sup> July 2022 at a cost not to exceed £1,500.00.</p>	

2241. Cont...	<ul style="list-style-type: none"> <li>a. Council Banner</li> <li>b. Event promotional banner</li> <li>c. Pop up gazebo, 3m x 6m</li> </ul>	<b>CARRIED</b>
2242.	<p><b><u>FINANCIAL APPEALS</u></b></p> <p>None.</p>	
2243.	<p><b><u>ANY OTHER BUSINESS</u></b></p> <p>County Councillor S Haines reported enforcement action is to be taken again, to the land owner behind Llantwit Road, Higher End, as the land had not been cleared as per a previous enforcement order.</p> <p>Council B Acott – The Ogi contractor has suspended ongoing footpath works in St Athan until further notice.</p> <p>Chairman – Ground works at newly installed bus shelters is incomplete.</p> <p>Councillor B Acott – Suggested, in light of the planned Councillor interviews to be held on 7<sup>th</sup> June 2022, the next General council Meeting should be rescheduled to Tuesday 14<sup>th</sup> June 2022.</p>	<b>AGREED</b>

There being no further business to discuss the meeting closed at 9pm.

Next General Community Council meeting will be held on Tuesday 14<sup>th</sup> June 2022 at 7:30pm



**ST. ATHAN COMMUNITY COUNCIL**  
**FINANCIAL STATEMENT – 31<sup>st</sup> MARCH 2022**

**RESERVE ACCOUNT**

Income	6,052.42
Expenditure	0.00
Balance	6,052.42

**CURRENT ACCOUNT**

<b>Income</b>	
Balance Brought Forward	3,227.77
Precept	16,544.00
Hall hire	214.00
Community Fete	95.00
Total	20,080.77
<b>Expenditure</b>	
Administration	2,322.30
Chairman's Allowance	174.39
Council Property	933.96
St Athan Ward	465.49
Total	3,896.14
Balance	16,184.63