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**MINUTES OF THE HYBRID MEETING**  
**Held at The Meeting Room, Atlantic College, St Donats**  
**on 7<sup>th</sup> February 2024 at 7.00pm.**

**Present:** Councillor Jayne Thomas (Chairperson).  
Councillors: Tony Evans, Gareth Halliwell, Mary Jeffreys, Dave Johnston  
and Tom Partridge.

**In Attendance:** Jackie Griffin, Clerk.  
Vale of Glamorgan Councillor Jo Protheroe.  
PC Jamie Williamson.  
Mr Del Williams, Chairman of St Donats Village Hall Charity.  
One Member of the Public.  
One Student of Atlantic College.

**Item 1: Apologies for Absence.**  
Councillor Byron Cole.  
Vale of Glamorgan Councillor Carys Stallard.

**Item 2: To receive declarations of interest and the nature of such interests under the Council's Code of Conduct.**  
Councillor Thomas – personal interest in Item 4 – Trustee of St Donats Village Hall Charity.  
Councillor Jeffreys – prejudicial interest in item 13.1 (Planning Application No. 2023/01295/FUL) – lets a holiday cottage near to the location of the application.  
Councillor Evans - prejudicial interest in item 13.1 (Planning Application No. 2023/01295/FUL) – proprietor of a caravan site in the locality.  
Councillor Partridge - prejudicial interest in item 13.1 (Planning Application No. 2023/01295/FUL) – event organiser at Atlantic College, St Donats.

**Item 3: Police Report.**  
PC Williamson attended the meeting and reported on the following:

- St Donats – one crime of harassment which has been dealt with.  
There had been a collision between a bus and car.  
Police had been called out to an abandoned vehicle; this was dealt with by the Vale Council.
- Marcross – report of a suspicious person parking on a resident's driveway.  
A call to the village to assist the Ambulance service with a callout.  
Concern of a vehicle being driven erratically.
- Monknash – incident of a banned item being ordered on-line resulting in notification from the National Crime Agency with a request to speak to the person placing the order.  
Report of 'Lamping' incident.

Councillor Jeffreys commended the Police on the excellent service given relating to the lamping incident.

Members discussed concerns with PC Williamson regarding sales of 'mattresses' from a 'white van' in Marcross.

PC Williamson warned Members of a fraud recently carried out in Llantwit Major where a vulnerable and elderly gentleman was threatened after having a job costing £250 carried out. Those people then demanded more cash from him and it resulted in him losing £35,000.

**Item 4: Discussion with Mr Del Williams regarding the Local Village Hall Charity.**

Mr Williams gave some background on the Charity:

In the 1960's the land was donated to the village of St Donats by a local farmer. A building for social use was constructed but it fell into disrepair and was subsequently demolished. A Trust was set up and the land is now maintained as a Village Garden and cared for by a resident. The land is insured at a cost of £103 per annum.

Mr Williams wants to step down as the Chairman of the Trust, a position he has held for many years and he was very concerned that the Trust would close due to a lack of Trustees. However, a new resident to the Village has expressed an interest in becoming a Trustee and Mr Williams hopes that the Trust will be able to continue. The Council thanked Mr Williams for attending reporting the update to them.

**Item 5: To approve the Minutes of the Meeting held 3<sup>rd</sup> January 2024.**

**Proposed** by Councillor Halliwell, seconded by Councillor Johnston and **resolved** that the minutes of the Meeting held 3<sup>rd</sup> January 2024 be approved. The Chairperson signed the minutes.

**Item 6: Matters arising from the Minutes, which are not included in the agenda.**

6.1 Councillor Evans reported that the new sign installed on the highway between Marcross and St Donats has still not been finished correctly. The Clerk to report to the Highways Department.

**Item 7: Chairperson's Report.**

Councillor Thomas reported that she had attended the on-line 'Code of Conduct' training course which was provided free by One Voice Wales. She was disappointed that, of the 15 examples given, only 7 could be worked through due lack of time available. Councillor Thomas referred to prejudicial interests and advised that a Councillor should consider what a member of the public may think if they had knowledge of the full facts of the possible interest. Any applications for grants of less than £500 where a councillor may have an interest in the application, there is no requirement for a member to leave the meeting. Guidance can be found on the Public Services Ombudsman website at:

<https://www.ombudsman.wales/information-for-councillors/>

**Item 8: Report from the Vale of Glamorgan Councillor/s.**

- 8.1 Councillor Protheroe reported on the meetings currently taking place on the Budget for the next financial year. Due to cost pressures, funding has been cut resulting in budget cuts. The Vale of Glamorgan Council is having to use reserves which it is fortunate to have. It is proposed to increase council tax by 6.5% which will result in an increase of £9 per month on a Band D property.
- 8.2 No update on the sewer was available for the meeting. Councillor Protheroe to contact Mike Ingram to enquire of any new information and would email the Clerk for forwarding to Members.
- 8.3 Councillor Protheroe reported that the 'Food Share' initiative is a success. It is being held every fortnight with the next session on Saturday 10<sup>th</sup> February.
- 8.4 It was reported that, despite budget cuts, it has been possible to save the 303 and 304 buses that serve the villages in the Community Council area but the new provider will be 'First Cymru'.

**Item 9: Clerk's Report to include the Financial Report.**

9.1 **Finance Report.**

**Bank Account Balance** - £4,821.56.

**Payments made since the last meeting:**

Clerk's Salary (January) - £167.40;

HMRC (Tax for January) - £41.85.

**Payments due to be made:**

Clerk's Salary (February) - £167.40;

HMRC (Tax for February) - £41.85;

J Griffin, Clerk – Reimbursement for Councillor Cole to attended a Planning Aid

Wales course on Planning Enforcement - £38.50 (*agreed at December's meeting*);

J Griffin, Clerk – Reimbursement for membership of Society of Local Council Clerks – shared 50% with Llanfair CC) - £56.00 (*agreed at January's meeting*);

Audit Wales – Audit Fees for 2022/2023 - £200.00 (*agreed at January's meeting*);

J Griffin – Backpay and tax from April 2023 to December 2023 - £135.00 (*agreed at January's meeting*);

Mr & Mrs T Jones – Electric provision for defibrillator - £23.35;

Audit Wales – Audit Fees for 2021/2022 - £610.00.

**Proposed** by Councillor Halliwell, seconded by Councillor Evans and **resolved** that all payments due be made.

**Receipts** – None.

9.2 **Other Administration Items.**

(i) Notice Board at Marcross.

It was reported that the notice board at Marcross has been removed from the wall alongside the Horseshoes due to the current refurbishment taking place in the public house. It was suggested that a new notice board is purchased and, if allowed, is sited in the bus stop.

9.3 **Clerk's Employment.**

The Clerk advised that she had not been successful in obtaining the work at the Supermarket and therefore the dates of meetings will remain as the first Wednesday in the month.

*The Clerk left the meeting for the entirety of item 10 and returned at its completion.*

**Item 10: To discuss the Clerk's Salary.**

**Proposed** by Councillor Jeffreys, seconded by Councillor Halliwell and **resolved** that the Clerk is paid for 18 hours work per month with effect from April 2024.

**Item 11: To report any update on Channel View, Marcross - Sewer.**

Reported under item 8.2.

**Item 12: To report on the Co-option process with regard to the vacancy on Marcross Ward.**

The Clerk reported that no applications have been received.

**Item 13: Planning Matters.**

*Item 13.1 was dealt with following item 4 on the agenda.*

*Councillors Evans, Jeffreys and Partridge left the meeting for the duration of the debate and voting on planning application No. 2023/01295/FUL.*

13.1 Planning Application No. **2023/01295/FUL**

Location: Heritage Coast Campsite, Monknash

Proposal: Proposed new wedding/corporate events and function room venue and use of local community meetings including upgrading of existing campsite facilities.

The Community Council considered the planning application at length as the Members are aware of the strength of the community's opposition to the proposals contained with the application and therefore **strongly objects** to the application on the following grounds:

1. **Site Location.**

In 2021 the Community Council strongly objected to Planning Application No. 2021/00764/FUL which proposed 2 no. lodges, conversion of existing camp site facilities to form 2 no. tourist accommodation units. Proposed campervan site and tent area with provision of new toilet shower block and new access from existing unclassified road. Some of the objections to this new application remain the same as in the previous application which includes the site location.

The Glamorgan-Gwent Archaeological Trust stated 'the application area is in close proximity to Monknash Grange, a Scheduled Monument (GM143); a grange of Neath Abbey, founded in the earliest years of the Abbey (from AD1130). The remains of the grange consist of the ruins of several buildings including a dovecote and tithe barn as well as earthworks and buried remains of land and water management systems. The Scheduling description details the likelihood that archaeological remains are not confined within the boundary of the Scheduled Monument and the full extent of the settlement and land management in the medieval period is not known'. The letter from CADW expressed the same concerns and also pointed to the fact that when previous planning applications for this site were submitted no details were given on the effect of the development which would be visible from both scheduled monuments. Was this information ever given to the Planning Department or even requested? The Community Council requested that should the

application be approved, that a condition should be imposed for an archaeological watching brief to be undertaken.

The Community Council questions whether the archaeological watching brief was actually undertaken prior to the development granted in 2022?

Since writing it is noted that the Glamorgan-Gwent Archaeological Society has requested an 'Archaeological Watching Brief'. This requirement is strongly supported by the Community Council.

**2. Conservation Area Status.**

The Vale of Glamorgan Local Development Plan policies reflect the national policy for the strict control of development affecting conservation areas. Policy SP10 (Built and Natural Environment) and Policy MD8 (Historic Environment) set out the requirement to preserve or enhance the character or appearance of the Vale of Glamorgan's Conservation Areas

The site is immediately adjacent to the Monkash Conservation Area and the planning application fails to improve or enhance the Conservation Area.

The application, if granted, will have a detrimental impact on the Conservation Area, besides the wellbeing of local residents who, the Community Council understands, will be submitting several objections to the proposal for the site.

**3. Highway Issues.**

As quoted in the Community Council's letter of 15<sup>th</sup> October 2021, the Council is extremely concerned at the impact of the proposal on the rural roads which access the site. The access to the existing campsite itself, is a narrow lane with no passing places. With wedding guests and those attending a conference accessing and exiting the site at the same time, traffic will be heavy compared to the current level. The health and safety of users of the lane including residents who live along there; pedestrians walking to 'Cwm Nash'; cyclists; farming vehicles and horses and their riders from the nearby Equestrian Centre, is of great concern with the potential increase in traffic flow, to and from the site. The Community Council would therefore request that a comprehensive and detailed Transport Assessment is produced for the consideration of the Local Planning Authority prior to determination of the application.

Should the application be approved, the site will require sufficient car parking for both the venue and the campsite.

**4. Noise.**

The site already has a licence to carry out weddings, although at present, those are held at the western end of the site in a marquee and at the opposite end to where the proposed venue is to be constructed. The noise from the marquee has already been intrusive and complaints have been made by residents. With weddings and events being held in much closer proximity to the neighbouring residential properties this can be expected to be far more of an issue, Therefore the Community Council would request that a comprehensive and detailed 'Noise Assessment' report is prepared for consideration by the Local Planning Authority before determination of the Planning Application.

**5. Queries from the Application Form and Accompanying Plans.**

- Section 11 – Vehicle Parking.  
Handwritten statement 'to comply with Highways Spec. see drawing' but there does not appear to be a drawing available to view.

- Section 12 – Foul Sewage.  
‘Package treatment plant’ is ticked. The venue will result in significant discharge and assurance is required that the package treatment plant will be adequate to handle the discharge. This will require a permit from Natural Resources Wales (NRW).
- Section 13 – Biodiversity and Geological Conservation.  
The application states there is no biodiversity affected but there is a record of ‘Great Crested Newts’ in the locality which is publicly accessible in the National Biodiversity Network atlas. The link to the record is:  
<https://records.nbnatlas.org/occurrences/64257446-6a29-4ce9-a3c2-3b595281a520>  
The National Biodiversity Network atlas has also identified Lesser Horseshoe bats in the locality. The Community Council requests that a Biodiversity and Geological Assessment is prepared.
- Section 14 – Trees and Hedges.  
The application ticks the box indicating there are no trees or hedges on the site but there are indeed hedges which can be identified upon the applicant’s own plan.
- Section 17 – Non-residential Floorspace.  
The information provided is incorrect:

A3 Restaurants and Cafes

Existing gross internal Floorspace (square metres)	Total gross internal floorspace proposed (square metres)	Net additional gross internal floorspace Following development (square metres)
159	165	324
159	<i>Should read 324</i>	<i>Should read 165</i>

- Section 21 – Assessment of Flood Risk.  
‘How will surface water be disposed of?’  
‘Soakaway’ has been ticked but the application form itself states that any build over 100 square metres should have a sustainable drainage scheme. The Council would query if this is adequate as the building to be extended will be doubled in size.
- **Light Pollution.**  
The Community Council would ask what lighting is proposed for the new building and for the lighting of the site as any provision should not contribute to light pollution in an otherwise dark sky area.

The Community Council notes that the planning application No. 2021/00764/FUL was approved with 14 conditions. The Community Council seeks confirmation that all these conditions were met by the applicant and whether any variations have occurred.

In conclusion, the Community Council consider this proposal to be totally inappropriate and an insensitive intrusion into the Countryside and adjacent Conservation Area. The noise levels which can be expected and which have already been experienced, from music and possible fireworks at weddings, is unacceptable with the close proximity of villagers, farm animals and horses at the neighbouring equestrian centre. The Community Council has great concern at the lack of detail and some incorrect information contained within this

significant planning application which has upset many of the residents in this small community.

- 13.2 Planning Application No. **2023/00744/FUL**  
Location: Ashwood, Beach Road, Marcross  
Proposal: Erection of poly tunnel 5.48m x 12.8m for horticultural use on the family small holding.  
**No objection**, unless there are any objections from neighbouring properties.

- 13.3 **By-Ways Cottage, Marcross**  
Members discussed the refurbishment work being carried out at the property but it was confirmed that the work is **within permitted development**.

**Proposed** by Councillor Halliwell, seconded by Councillor Evans and **resolved** that Standing Order No.3b(v) be suspended to allow the meeting to continue after 9pm.

**Item 14: To report any updates on the Vale of Glamorgan Town and Community Councils Boundary Review.**

No update available.

It was reported that One Voice Wales has had no input in the Review.

**Item 15: The missing sign at the junction of 'Llan Road' and the main 'Wick to Llantwit Major' Road.**

It was confirmed that the sign is still missing. The Clerk to report to Highways.

**Item 16: To receive an update from Atlantic College.**

Councillor Partridge gave the following update:

- With regard to the students walking on the road, it was stressed that the message is constantly reiterated along with the wearing of the hi-viz jackets.
- Students are socialising at the Plough and Harrow and so far, there has been no complaints or issues.
- A 'Cycle Scheme' is to be launched at the College with students being trained; tested; maintenance and given limits on how far they can cycle within the local community.

**Item 17: To receive any update on the 'Rock Fall' and any following action.**

Councillor Partridge confirmed that the National Coastwatch Institution is currently in the process of preparing communication information boards.

**Item 18: To select a Councillor Representative to attend Local Committee Meetings of One Voice Wales.**

Adjourned until the March meeting.

**Item 19: To discuss amendment to the Co-option Policy.**

Adjourned until the March meeting.

**Item 20: Reports of Representatives.**

Councillor Thomas advised that she is unable to attend the Heritage Coast Meeting at Southerndown on Sunday 25<sup>th</sup> February at 2.30pm due to a clash with another meeting.

Councillor Johnstone agreed to attend the meeting instead.

Councillor Evans reported on a recent meeting of the Footpaths Committee at which the re-routing of the Public Footpath No 13 St Donats was confirmed as nearing completion.

**Item 21: Correspondence and Publications which do not necessarily require discussion i.e. for noting only.**

- 21.1 Vale of Glamorgan Council (VGC) – Business Support Newsletters – 12<sup>th</sup> and 26<sup>th</sup> January 2024.
- 21.2 VGC – Consultation on the Council’s Draft Budget Proposals 2024/2025.
- 21.3 One Voice Wales (OVW) – Reminder of Training Courses for January, February and March 2024.
- 21.4 Planning Aid Wales – Free Training Courses.
- 21.5 OVW – Free Places on ‘Use of IT, Website and Social Media’ Training.
- 21.6 VGC & Cwmpas – Programme of Engagement with Town and Community Councils.
- 21.7 VGC – Temporary Road Closure on Dimlands Road, Llantwit Major.
- 21.8 VGV – Public Path Creation and Dedication Agreement – Public Footpath No. 13 St Donats.  
*(Not Emailed, notification received the afternoon of the meeting).*

**Item 22: Date of the next Meeting – Wednesday 6<sup>th</sup> March 2024 at 7pm.**

..... **Chairman.**

**Date : 6<sup>th</sup> March 2024.**