



stdonatscommunitycouncil@gmail.com

MINUTES OF THE HYBRID MEETING
Held at The Meeting Room, Atlantic College, St Donats
on 6th March 2024 at 7.00pm.

Present: Councillor Jayne Thomas (Chairperson).

Councillors: Byron Cole, Gareth Halliwell, Mary Jeffreys, Dave Johnston and Tom Partridge.

In Attendance: Jackie Griffin, Clerk.

PC Jamie Williamson.

One Member of the Public.

Item 1: Apologies for Absence.

Councillor Tony Evans.

Vale of Glamorgan Councillors Jo Protheroe and Carys Stallard.

Item 2: To receive declarations of interest and the nature of such interests under the Council's Code of Conduct.

Councillor Jeffreys – prejudicial interest in item 5.1 (Planning Application No. 2023/01295/FUL) – lets a holiday cottage near to the location of the application.

Councillor Partridge - prejudicial interest in item 5.1 (Planning Application No. 2023/01295/FUL) – event organiser at Atlantic College, St Donats.

Item 3: Police Report.

PC Williamson gave the following report on recent incidents:

- St Donats – Person on the local bus offering to sell cannabis to passengers.
Person offering lifts to young people – given a warning.
- Marcross – Harassment reported by a neighbour.

Item 4: To approve the Minutes of the Meeting held 7th February 2024.

Proposed by Councillor Halliwell, seconded by Councillor Jeffreys and **resolved** that the minutes of the Meeting held 7th February 2024 be approved. The Chairperson signed the minutes.

Item 5: Matters arising from the Minutes, which are not included in the agenda.

5.1 Item 13.1 - Members discussed the planning application for a wedding and conference venue at the Heritage Camp Site in Monknash. Concern was expressed that, according to the website, the application is showing as 'officer delegated' when a request had been made for the application to be 'called in' to the Planning Committee. The Clerk assured Members that she would contact Councillor Protheroe and express Members' concerns that the application would definitely be 'called in'.

Chairperson's Initials.....

5.2 Item 4 – Councillor Thomas confirmed that the Local Village Hall Charity will continue with the appointments of a new Chairperson and a new Treasurer.

5.3 Item 9.2(i) – The Clerk confirmed that she had sent a request to the Vale of Glamorgan Council for a Community Council notice board to be installed inside the bus shelter but was yet to receive a response.
Proposed by Councillor Halliwell, seconded by Councillor Partridge and **resolved** that following agreement from the Vale of Glamorgan Council, a replacement notice board, identical to that purchased for St Donats, is ordered for installation in Marcross.

Item 6: To select a Councillor Representative to attend Local Committee Meetings of One Voice Wales - *adjourned from February meeting.*
Councillor Thomas stated that she would not attend any future meetings of the local One Voice Wales committee. Councillor Thomas was of the opinion that there should be an ongoing representative, rather than the Chairperson who changes at the Annual Meeting, attending in order to have some consistency. As no Member was prepared to be the regular representative, it was agreed that the Clerk would obtain the date of the next meeting and forward to Members so that any available Councillor may agree to attend.

Item 7: To discuss amendment to the Co-option Policy - *adjourned from February meeting.*
The Co-option policy had been amended to include qualifications required by a person to be co-opted onto the Community Council.
Proposed by Councillor Halliwell, seconded by Councillor Partridge and **resolved** that the additional information added to the policy be accepted by the Community Council and uploaded onto the Community Council’s website.

Item 8: Chairperson’s Report.
Councillor Thomas expressed concern at the amount of litter in the area and the instances of ‘fly tipping’ in the area. CCTV images of a person ‘fly tipping’ in the Community have been forwarded to PC Williamson.

Item 9: Report from the Vale of Glamorgan Councillor/s.
No Vale Councillors present.

Item 10: Clerk’s Report to include the Financial Report.

10.1 **Finance Report.**

Bank Account Balance - £3,572.81.

Payments made since the last meeting:

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 (*not yet debited from account*);

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

Payments due to be made:

Clerk’s Salary (March) - £167.40;

HMRC (Tax for March) - £41.85;

J Griffin (Backpay and tax to Clerk for January, February and March) £45.00 (£36 net pay and £9 tax).

Councillor Partridge (Councillors Allowance for 2023/2024) - £156.00

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

Receipts – None.

10.2 **Other Administration Items.**

Defibrillator.

The Clerk had obtained a costing of £208 plus VAT for a replacement battery for the defibrillator. The current battery is getting towards the end of its life span.

Proposed by Councillor Halliwell, seconded by Councillor Partridge and **resolved** that an order should be placed for a new battery.

Councillor Allowances.

The Clerk reminded Members that the allowance for the financial year 2023/2024 is now payable and if Members do not wish to claim it, they would need to advise the Clerk in writing.

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

Councillor Halliwell gave an update on the proposed ‘sewer replacement’. The tender process closed in February and those received are to be evaluated. Vale Councillors Protheroe and Stallard continue to chase the Officers involved and update the Community Council.

Councillor Johnston expressed concern at the work currently being carried out at the Horseshoe Public House and had noted that a new septic tank treatment plant had been installed but it appears that the discharge is being piped into the adjacent stream. It was agreed that the Clerk would contact NRW (Natural Resources Wales) to enquire that the equipment installed meets legal requirements.

Item 12: To appoint the Internal Auditor for the financial year 2023/2024.

Mrs Helen Embling has advised that she would be prepared to carry out the Internal Audit again for the current financial year.

Resolved to appoint Mrs Embling as Internal Auditor for the financial year, 2023/2024.

Item 13: 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 14: Planning Matters.

14.1 Planning Application No. **2024/00123/FUL**

Location: Ty Capel, St Donats.

Proposal : Conversion of former car restoration workshop to provide living accommodation for elderly parents used ancillary to main property, shared services, shared off-road vehicle parking.

No objection.

14.2 Planning Application No. **2023/01270/FUL**

Location: Land at Ffynnon y Capel, St Donats.

Proposal: Controlled dog walking/exercise field. Pre-booking appointments with 'one in, one out' control.

No objection.

Item 15: To report any updates on the Vale of Glamorgan Town and Community Councils Boundary Review.

No update available.

Item 16: Flooding on the St Donats to Marcross road.

Members discussed recent flooding on the road along Heol Las, due to the heavy rain and the lack of clearance of gullies, pipes and culverts.

Clerk to report issues to the Vale of Glamorgan Council.

Item 17: Issues on Llan Road – potholes; blocked gulleys; pipes and drains; flooding.

Item 16 also covers this issue along Llan Road, also to be reported by the Clerk to the Vale of Glamorgan Council.

Item 18: To report on flytipping on Dimlands Road, St Donats.

Dealt with under Item 8.

Item 19: To receive an update from Atlantic College.

Councillor Partridge advised that the diverted footpath is now open and some fencework has been carried out at St Georges Field.

Item 20: Reports of Representatives.

Councillor Johnston reported on a recent meeting of the Heritage Coast Committee:

- It is proposed to have postcards printed.
- A set of binoculars have been donated which the Committee thinks could be quite valuable but are unsure of the best place or use for them.
- Sign boards are to be installed giving information such as warnings of rock falls, details of tides, biodiversity etc.
- The AGM to be held on 28th April 2024.

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 – 9th February 2024.

21.2 One Voice Wales (OVW) – Draft Minutes of Local Committee meeting – 29th January 2024.

Chairperson's Initials.....

- 21.3 GVS e-Bulletin 26.2.2024.
- 21.4 Planning Aid Wales – Newsletter February 2024 and Latest News Brochure.
- 21.5 OVW – Free Portrait of His Majesty, The King.
Resolved that the offer is taken up by the Community Council.
- 21.6 VGC - Gypsy and Traveller Site: Call for Candidate Sites.
- 21.7 Via OVW – Voter Registration Week.
- 21.8 OVW – ‘Tiny Forests in Wales’ funding is open – 21.2.24/08.05.24.
- 21.9 Via OVW – Request for Nominations for the King’s New Year Honours.
- 21.10 Clerks and Councils Direct – March and January 2024.

Item 22: Date of the next Meeting – Wednesday 3rd April 2024 at 7pm.

..... **Chairman.**

Date : 3rd April 2024.