

February 2, 2024

Meeting

Members of the St Nicholas with Bonvilston Community Council are summoned to attend a meeting of the council, to be held remotely, on **Wednesday 7th February, 2024 at 7:30pm**. Members of the public are welcome, and encouraged to attend, and will have opportunity to address the council.

The meeting will be held remotely in accordance with the Local Government and Elections (Wales) Act 2021. The Act makes permanent provision for remote meetings (multi-location) and electronic publication of documents. The meeting will be recorded to ensure the accuracy of the Minutes.

Agenda

1. **Chair's welcome and introduction**
2. **To accept apologies for absence**
3. **To receive declarations of interest**
4. **Police Matters**
5. **Vale of Glamorgan Council Matters**
 - a. Finances
 - b. Fly-tipping cameras
 - c. S106 update
6. **To approve Minutes of meeting of January 10th**
7. **Update on Clerk recruitment**
8. **Updates from other meetings attended and One Voice Wales**
9. **Clerks' activity report and updates on Community Council projects**
 - a. Coffee morning
 - b. Defibrillator installation and CPR training
 - c. Update on training
 - d. Silent soldier and HistoryPoints QR card stand installation
 - e. Community Ward Boundary Review
 - f. St Nicholas Memorial paving
 - g. Trehill footpath gate
10. **Correspondence**
11. **Discussion Forum – Matters not on the Agenda**

12. Finance

- a. To consider Banking and Payment Review and Recommendation
- b. To review and consider Risk Assessment
- c. To review and consider Financial Regulations
- d. To approve payments

13. To receive updates on planning matters

- a. Audit Wales report
- b. Planning Appeals
- c. Maes y Ffynnon green update
- d. Old Post, Bonvilston
- e. Planning decisions

14. To consider Planning Applications and Matters

- a. Sewage Disposal Works, Brook Lane, St. Nicholas
The expansion of the existing Waste Water Treatment Works
- b. Carreg Las, Redway Road, Bonvilston
Application for removal or variation of a condition 2 - Plans Specification -
2022/00697/FUL - Construction of a new four bedroomed house with garden,
driveway and garage.

15. To consider projects for grant funding (Stronger Communities)

- a. Village gateway and street/lane name signs
- b. Other projects

16. Co-option of Member

17. Next meeting



Supporting Documentation

Police Matters

13/01/2024 (St Nicholas) – Report of Vehicle blocking a pavement.

Outcome: Police attended, and the vehicle was deemed to not be causing an obstruction by attending officers.

16/01/2024 (Bonvilston) – Report of two sheep killed in Bonvilston. Males with dog left the scene without the dog – the reporting person has caught the dog.

Outcome: Police have attended, and the dog has been taken to the dogs home, males not identified.

27/01/2024 (Bonvilston) – Report to Police of suspicious males knocking on doors.

Outcome: Reporting person did not want any further action only Police awareness.

Updates from other meetings attended and One Voice Wales

One Voice Wales and Planning Aid Wales are holding a joint network event: **Planning for Future Generations**, asking, “How can our Welsh communities move successfully into a sustainable future?” This will be an interesting event for all with an interest in Planning, Climate Change and Biodiversity.

Thursday 7th March 2024 10am to 2pm.

[For more information, and to book on, please click here>>](#)

Buglife Cymru have published new guidance for local authorities. The guidance can be found by clicking on [this link](#) and additionally, there is a recording [on Buglife’s YouTube channel](#)

From 6 April 2024, it will become law for all businesses, charities and public sector organisations to sort their waste for recycling. It also applies to all waste and recycling collectors and processors who manage household-like waste from workplaces.

The Welsh Government is introducing this law to improve the quality and quantity of how we collect and separate waste: [Workplace Recycling](#).

The **Older People’s Commissioner for Wales** has produced a report, [Access Denied](#), which highlights older people’s experiences of digital exclusion and the impact this has on people’s lives. It shows that it is increasingly difficult to undertake day to day activities if you are not online and that digital exclusion is now resulting in social exclusion.

The report contains a series of recommendations which set out the action needed to tackle digital exclusion – both through supporting people to get online, and by protecting the rights of those who are not.



Correspondence Received

None at the time of publication of the agenda

Discussion Forum – Matters not on the Agenda

This is an opportunity for residents to raise matters of concern to them.

This replaces the section of the agenda formerly referred to as Public Participation, due to the changes coming in from the Local Government and Elections Act (Wales), 2021. Members of the public will be offered the opportunity to speak, briefly, on all agenda items.

Updates

Training

Members who have received Code of Conduct training: M Sexton (Jan 18), M Farkaovska (Jan 18), I Poveda (Jan 18), J Griffiths (Jan 30).

And those booked: C Devonish (Feb 8), K Reid (Feb 22), M Hinton (Feb 22), S Clarke (Feb 27).

Planning Aid Wales are providing four free online training seminars on Strategic Development Plans in February for Town and Community Councils and community groups.

Four new Strategic Development Plans will be produced, one each for North Wales, Mid Wales, Southwest Wales and Southeast Wales – [Future Wales](#).

These plans are extremely important because they will identify the scale and location of housing and employment growth in each region and will allocate strategic sites for development.

- The development plan system in Wales and what it means for communities
- What Strategic Development Plans are and how they will be prepared;
- The effects Strategic Development Plans will have on the development plan system and,
- Why and how communities should engage with the preparation of these plans.

As well as presentations on the above, the courses will include interactive exercises and several opportunities for questions and discussion.

The dates and times of the courses are:

- Wednesday 21st February 2024, 10.30am – 1.00pm
- Thursday 22nd February 2024, 5.30pm – 8.00pm
- Monday 26th February 2024, 12.30pm – 3.00pm
- Wednesday 28th February 2024, 3.30pm – 6.00pm

[Bookings link](#)



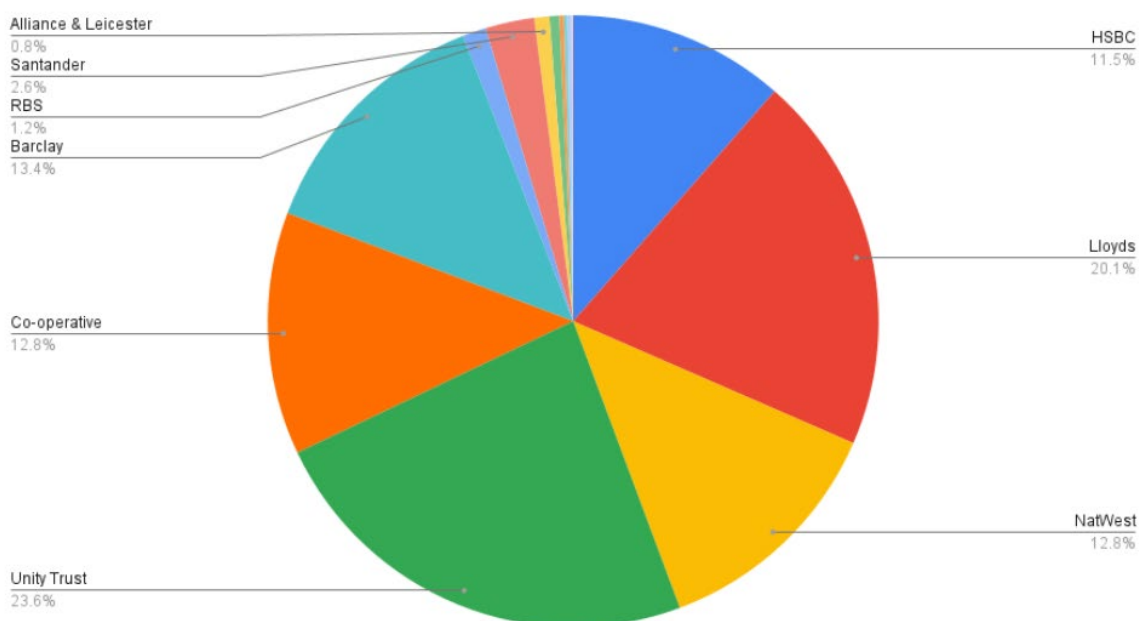
Finance

Banking and payment review

The Internal Auditor has raised concerns that there is a Debit Card on the council bank account. The council lacks the ability to make online payments, and has been issuing cheques, with some cheques refused by the bank, resulting in a second cheque being required and additional postage costs.

Scribe Accounting has reviewed banking arrangements by Town and Parish Council and published the following pie chart.

Banks used by Parish and Town Councils



The former Locum Clerk to the council recommended Unity Trust Bank. Scribe rank Unity Trust at number one with a five-star review. However, there are bank charges associated with the bank account and the Unity Corporate MultiPay Card

We currently bank with Barclays who are ranked 4th with a three-star review by Scribe. We currently can make no online payments, have a debit card that's a security concern so must make payments by cheque.

The debit card can be replaced by Authentication Cards for employees and members on the bank mandate. These enable access to the online bank account and the setting up an approval of online payments – utilising PINsentry. Dual authorisation of online payments is required. Whilst Unity Trust Bank offer triple authorisation, dual authorisation is seen to be sufficient with additional checks and controls.

BarclayCard offer the Select Cashback card. This can be issued with a monthly credit limit of £1,000 or £2,000. The cards are free, and pay cashback at 1% - 2% for the first three months. There is double insurance on card. Purchases are protected for 75 days. There is also free Card Holder Misuse insurance.



It is therefore recommended that the council continues with free banking at Barclays, with Clerk and specified by resolution Members added to the mandate and each having an Authentication Cards. Additionally, the council will have two Barclaycard Select Cashback cards with monthly credit limits of £1,000 or £2,000 to ensure procurement of necessary products can be made in a timely manner and minimise risk to the council. Payment of the credit cards must be made in full each month by direct debit.

Existing monthly scheduled payments would be moved to the new credit cards and the debit card cancelled.

Barclaycard require a Chair, Treasurer and Secretary to be on the application as they value small clubs more than a local authority created by an Act of Parliament! This would need to be evidenced in the Minutes.

Payments to approve

Scheduled payments

- PR Accountancy (Gocardless) – Payroll – £10.00 (direct debit)
- Adobe – Acrobat DC subscription – £19.97 (card)
- Enwau – Clerks email – £10.26 (card)
- Giff Gaff – phone and data – £6 (card)
- P Malone – Clerks' salary – £639.16

Other payments

- Abbey Building – supply and installation of Christmas Trees and associated infrastructure and lights – £6,131.00 + £1,226.20(VAT) = £7,357.20
- David Ogilvie Engineering – Silent soldier, plaque support, QR Code poles and wreath stand – £1,485.00 + £297(VAT) = £1,782.00
- Red Lion – Christmas Tree
- Former Clerks working from home allowance
- Former Clerks holiday pay

Precept

A payment of £18,370 was received from the Vale of Glamorgan Council on December 29.



Planning Updates & Decisions

Audit Wales Recommendations Regarding Governance and the Planning Service at the Vale of Glamorgan Council

Report on website

Planning update

Land to the North of Maes y Ffynnon, Bonvilston
Work on 8 affordable units scheduled for 2024-25.

- Scheme at Maes y Ffynnon on hold as tendered sum not affordable.
- Maes y Ffynnon remains part of the Council Housing Development Programme and will be commenced during 2024/25.

Planning Appeal Decisions

Land at Bolston House, Bonvilston, CF5 6TP

Demolition of the existing dwelling and redevelopment of the site to accommodate residential development and associated works

Appeal Decision Notice

Provision for affordable housing and infrastructure, services and facilities

49. Hence, without being furnished with a detailed explanation, I am not clear why the development cannot proceed with any amount of affordable housing or, indeed, any of the other community infrastructure benefits in the alternative. Neither am I convinced that the delivery of this site is so important that it should be permitted without mitigating its infrastructure impacts and providing an element of affordable housing.

50. Consequently, and whilst conflict with LDP Policies MG4 and MD4 and the 'Affordable Housing' and 'Planning Obligations' SPG may not arise taking into account development viability, the development's failure to provide any affordable housing or the infrastructure necessary to mitigate the impacts of the development in respect of public open space, education or sustainable transport has not been justified.

Biodiversity

55. I am also aware that the Council took issue with this scheme insofar as the application was not supported by an ecological enhancement strategy. Again, it seems to me that the need for such a strategy is consistent with PPW in that it requires biodiversity enhancement, noting that the update to Chapter 6 of PPW now requires applications for planning permission to be accompanied by green infrastructure statements (describing how green infrastructure has been incorporated into the proposal).

56. This inevitably leads me to the conclusion that the proposal would result in an inadequately mitigated loss of trees and an inadequate level of detail in relation to ecological enhancement measures, thus harming the biodiversity



interests of the site. As such, the development would conflict with LDP Policies MD2 and MD9 and the Council's 'Biodiversity and Development' SPG which, overall, require new development proposals to conserve and enhance biodiversity interests and to provide ecological enhancements to promote biodiversity. Additionally, given that the scheme cannot accommodate replacement planting at a ratio of 2:1 required by the Council's SPG, it follows that neither can it meet the updated requirements of PPW.

Planning Inspectors Conclusions

59. Since noise impacts could be mitigated through the imposition of a suitably worded planning condition, I do not find that the development would cause any material harm to the living conditions of future occupants. Similarly, the development would not give rise to any highway safety issues subject to details being agreed and implemented through planning conditions. These matters would therefore be neutral in the planning balance.

60. In terms of the effect of the proposed development on the character and appearance of the area, and whilst I do not consider that it would represent an inefficient use of land, I have found limited harm to the character and appearance of the CA by reason of the loss of a section of the stone boundary wall. This matter weighs against the development.

61. I have also weighed in the balance the development's zero contribution to affordable housing or the infrastructure necessary to mitigate the impacts of the development and the harm to the biodiversity interests of the site. These matters weigh against the development.

62. Overall, and although the effect of the works to the stone boundary wall on the character and appearance of the CA may not, of itself, necessarily have been a factor to justify withholding planning permission, I do not consider that the benefits I have described would be sufficient to justify this limited harm and the harms associated with the other main issues. The appeals are therefore dismissed.

Old Post

Baffle Haus have rented out the units at the Old Post. Showcasing the best of motorcycle culture, Coffee shop and diner (Fuel Station celebrates classic comfort food with a twist), Event space & Retail Store offering lifestyle and motorcycle clothing.

It is hoped to open in July.



Planning Decisions

Nicholas Church In Wales Primary School, St. Nicholas
Discharge of Conditions 7 (Travel Plan), 10 (Minibus provision), 15 (Enclosures), 17 (Importation of Aggregates) and 18 (Use of Site Won Materials). Planning permission 2022/00066/RG3 - Proposed replacement primary school for 126 pupils plus additional capacity for 24 part-time nursery places, including associated works.

Approved: 09/01/2024

Lower Greenway Farm, Bonvilston
To certify the existing use of the units at Greenway Farm as B2 (General Industrial) and B8 (Storage) is Lawful Development

Refused: 17/01/2024

Lower Greenway Farm, Bonvilston
Erection of an ancillary building for 2no. biomass boilers

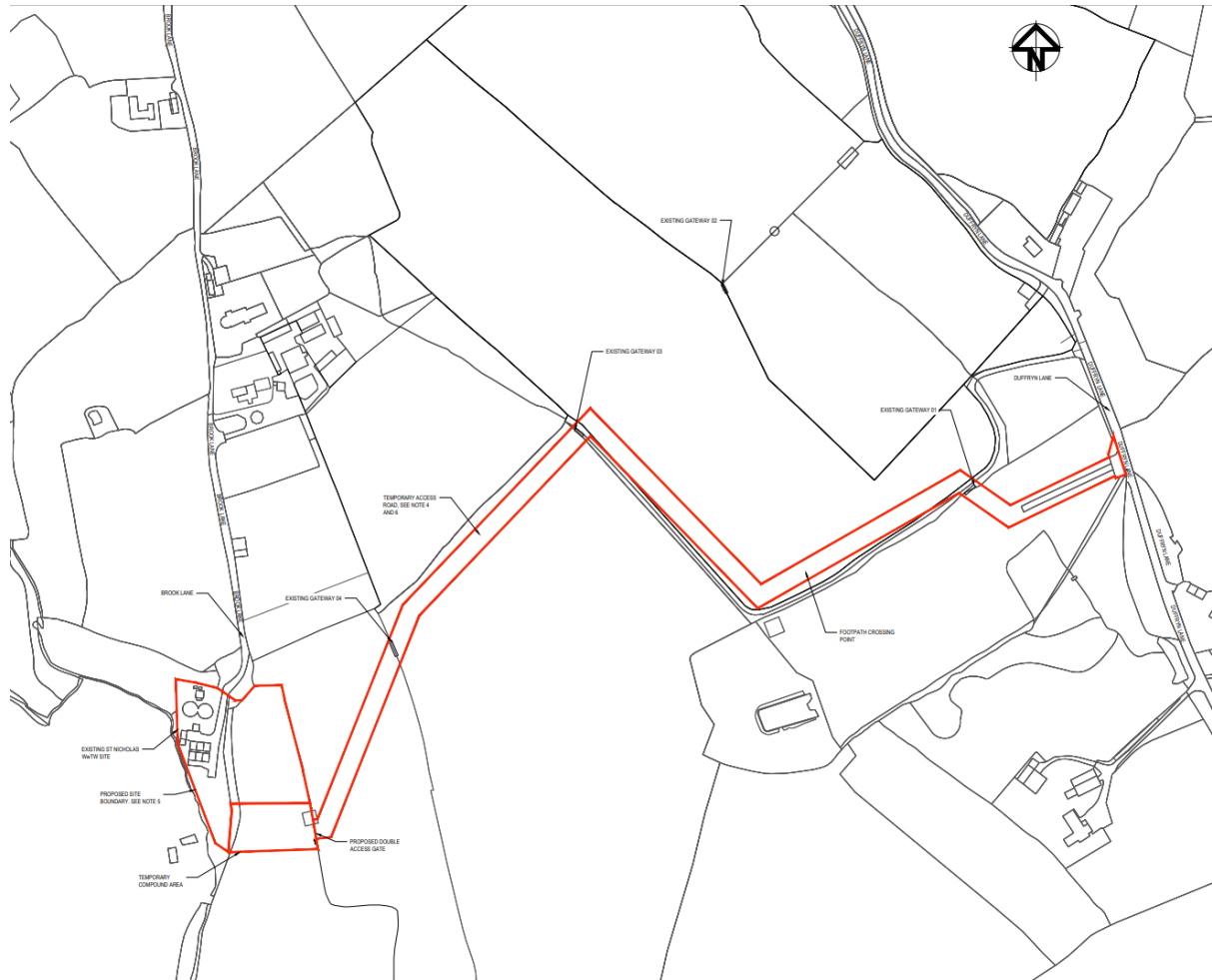
Refused: 24/01/2024



Planning Applications

Sewage Disposal Works, Brook Lane, St. Nicholas – [2023/01265/FUL](#)

Full planning permission is sought for the expansion of the existing Waste Water Treatment Works to include the following: Inlet Works, Trickling Filter, Buried Humus Tanks, Sludge Holding Tank, Motor Control Centre Kiosk, Reed Bed, Reed Bed Blower Kiosk, Alkalinity Dosing Kiosk, Trickling Filter Distribution Chamber, De-sludge Pumps and Slabs, Landscaping, Internal Access Road, Lighting, along with a Temporary Contractor's Compound and Construction Access.

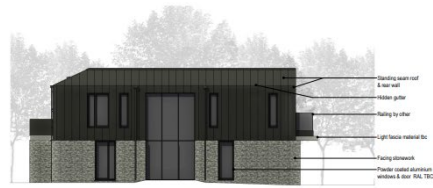


Carreg Las, Redway Road, Bonvilston – [2023/00995/FUL](#)

Application for removal or variation of a condition 2 - Plans Specification - 2022/00697/FUL - Construction of a new four bedroomed house with garden, driveway and garage.



Front Elevation
1 : 100



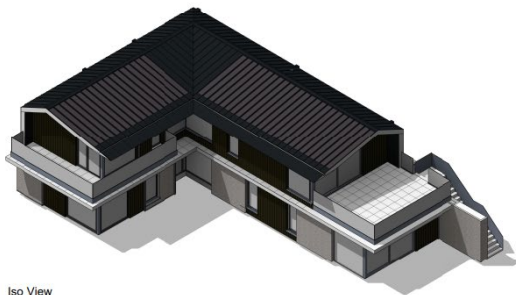
Side Elevation 1
1 : 100



Rear Elevation
1 : 100



Side Elevation 2
1 : 100



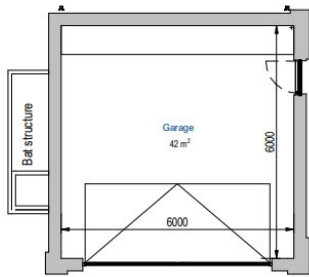
Iso View

Materials Palette



- Dark standing seam
- Dark Timber cladding
- Stone





Ground Floor Plan



Front Elevation



Side 1 Elevation



Rear Elevation

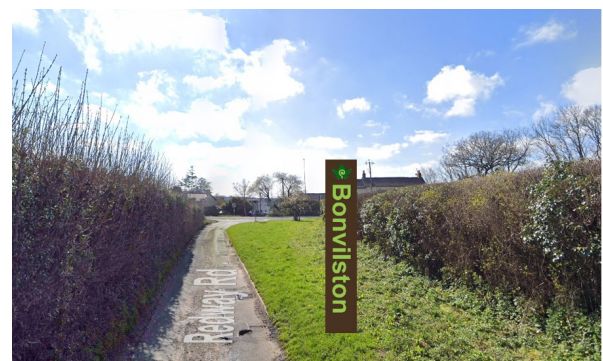


Side 2 Elevation



To consider Projects for grant funding (Stronger Communities)

Village gateway signs – 2000mm tall, 400mm by 400mm.



Lane and street name signs – 1250 tall, 250mm by 250mm.



Proposed initially for:

- School Lane / Lon yr Ysgol
- Greenway Road
- Redway Road
- Lon Haelfaes
- Ger y Llan

Vertical posts so text can be on one, or more sides

Can be wood posts or vinyl on a steel frame.



Strong Communities Grant

The Strong Communities Grant Fund is now open to applications.

The Strong Communities Grant Fund totals £837,533 over five years until March 2025. Grants of between £3,001 and £25,000 are available. £25,000 is the maximum grant that will be awarded to any single project. Decisions on applications will be issued in March 2024 and projects can start from April 2024.

Value for money is a key assessment factor for all applications demand is expected to be high.

The fund aims to:

- Improve the resilience of organisations/groups or their activities by funding activities which add value to their current work and reduce their reliance on grant funding in the future.
- Provide seed corn funding towards initiatives that can demonstrate longer term sustainability.
- Undertake consultation, feasibility, design and other specialist work to develop proposals for future activity and funding bids.
- Meet the capital costs of schemes by purchasing plant, machinery, equipment or other assets.
- Undertake work that would enable services to be provided, for example, through increased income generation potential.
- Open up Section 106 funding to specific communities where developments have taken place. Funding for facilities and open space projects in specific areas will be announced when each round is opened for applications.
- Encourage projects that include innovative ways of addressing climate change.
- Encourage projects that help Vale communities to cope with the rising cost of living.



