

April 24, 2025

Meeting

Members of the St Nicholas with Bonvilston Community Council are summoned to attend a meeting of the council. Those attending may do so remotely (link on our website) or by being physically present at the Field Study Centre, Amelia Trust Farm on **Tuesday 29th April 2025 at 7pm**. Members of the public are welcome, and encouraged to attend, and will have opportunity to address the council.

The meeting will be held 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.

Cllr Ian Perry - Chair

Agenda

- 1. Chair's welcome and introduction**
- 2. To accept apologies for absence**
- 3. To receive declarations of interest**
- 4. Police Matters**
- 5. Update from Minor Authority Representative (MAR) Governor at St Nicholas CIW Primary School**
- 6. Vale of Glamorgan Council Matters**
- 7. To approve Minutes**
 - a. Meeting of February 27
 - b. Meeting of April 3
 - c. Extraordinary meeting of April 10
- 8. Feedback from Forces Fitness Bootcamp event, April 23**
- 9. Clerks' activity report and updates on Community Council projects**
 - a. Village Green and watering of living bollards
 - b. Coffee Morning, Cottrell Park, May 1
 - c. VE Day 80 – Thursday, May 8 – Piper, fish & chips, band
 - d. Brass and tea on the Green, Bonvilston – Sunday, June 1 – Barry Brass
 - e. Walk, meet and greet, live music, St Nicholas – Sunday, June 29
 - f. VJ Day – Saturday, August 15 – Big Band
 - g. Community Family Day, September – Family/children's entertainer
 - h. Arrangements for Remembrance Day
 - i. Community Survey – Christmas Trees, Community Events, Feedback
 - j. Planters

- k. Defibrillator installation
 - l. Value in the Vale
 - m. Clerk recruitment update
 - n. Training completed and to do
- 10. Other meetings attended and member activities**
 - 11. Correspondence from organisations including One Voice Wales**
 - 12. Correspondence from the members of the public**
 - 13. Discussion Forum – Matters not on the agenda**
 - 14. To consider Motion: Temporary Suspension of Non-Business As Usual (BAU) Public Spending Until Recruitment of a Clerk**
 - 15. To consider financial matters**
 - a. Payments Received
 - b. Bank Balance
 - c. Recurring Payments to Approve
 - d. Payments to Approve
 - e. Request for Financial Assistance: Amelia Trust Farm.
£400 contribution towards new accessible playground equipment.
 - 16. Planning decisions and updates**
 - 17. To consider planning matters**
 - a. 1 Maes-y-Ffynnon, Bonvilston
Proposed ground floor extension to the rear and side of the existing dwelling
 - b. Earth Sheltered House, Land South of A48, Bonvilston
Proposed flue
 - 18. To confirm details of June 1 walk and hospitality**
 - 19. To consider**
 - a. Stronger Communities grant application
 - b. Next coffee morning
 - c. Evening event with Crime Reduction Officer, PCSO, other person of interest?
 - d. St Nicholas and Bonvilston – Villages in Bloom signage
 - e. Planter locations
 - 20. To discuss**
 - a. Staffing
 - b. Minutes management
 - c. Attendance of non-members
 - d. Matters raised by residents
 - e. Communication and meeting planning
 - f. Project lead times
 - 21. Next meeting**
May 27 (provisional)

Part ii – The public and press may be excluded from the meeting during consideration of sensitive item(s) in accordance with section 100A(4) of the Local Government Act, 1972, where necessary, by resolution of the Council.



Supporting Documentation

Chair's welcome and introduction

The Chair will confirm quorum.

St Nicholas with Bonvilston Community Council intends to provide a safe, friendly and productive place for friends, neighbours and all residents in our community to come together to be constructive, collaborative, to share ideas and problems and seek advice, support and/or actions for the benefit of our community and future generations. The Community Council has a duty to the health and well-being of all residents, employees, and members of the council.

Please raise your hand when you wish to speak and the Chair will bring you in at the appropriate time. Please do not participate in conversations whilst other are speaking. Please keep to the topic raised for discussion or consideration.

Section 48 of the Local Government and Elections (Wales) Act, 2021, makes provision for public participation at full community council meetings or those part of meetings which are open to the public. Whilst members of the public cannot participate in the debate, they may make representations. To speak, a members of the public must raise their hand and the Chair will grant permission when appropriate.

Members of the public may raise matters of concern to them in writing or verbally in the Discussion Forum at the meeting of February 11. This section of the meeting does not allow for formal decisions to be taken by the council.

Police Matters

None

Feedback from Forces Fitness Bootcamp event, April 23

Document uploaded to the Meetings page of the website



Correspondence from organisations including One Voice Wales

Independent Audit Committee Member Sought

One Voice Wales currently has a vacancy for an independent Member to sit on our Audit Committee.

The independent Member should be from one of our member Councils but should not currently sit on the National Executive Committee.

The Audit Committee performs an important role in preserving the internal control environment of One Voice Wales. It is responsible for scrutinising our financial, audit and risk related activities. Key attributes include financial awareness including ability to read and understand accounts and financial reports, understanding of sound corporate governance, the ability to question and scrutinise constructively and an independent mind.

Vale of Glamorgan Council: All Wales Play Opportunities Grant Capital Funding for Play Spaces and Playgrounds 2025-26

The Vale of Glamorgan Council has secured funding from the Welsh Government to improve the quality of play spaces, refurbish playgrounds and support the creation of accessible play spaces and opportunities for children. The aim of the Play Spaces and Playgrounds Capital funding is to provide children with better opportunities to play within their local communities. The grant will assist local authorities in responding to shortfalls identified within their Play Sufficiency Assessment and provide flexibility to purchase large scale items to improve opportunities.

any organisations applying for funding must have contributed to the Play Sufficiency Assessment process and demonstrate how their proposal positively impacts on addressing the above and on one or more of the priorities below.

- Increasing access to play opportunities in rural areas
- Providing for the play needs of disabled children
- The ability to safely access local play spaces
- Increasing access to play opportunities through the medium of Welsh
- Children are supported to safely travel to spaces to play and use fun, active methods to do so
- Making use of the natural environment and local spaces for play



One Voice Wales – Upcoming Online Events:

Grant Applications Made Easy: Sharing Ideas & Successes

Monday 28 April 6.30pm -7.30pm

Join our Councils Connect session to exchange ideas and learn from one another on how to improve your chances of securing funding for your communities. This session will provide practical tips and strategies to help strengthen your grant applications.

Effective Community Consultation: Engaging Residents in Decision Making

Tuesday 20 May 2pm - 4pm

Learn how community and town councils successfully engage residents in decision-making. Hear from councils using innovative consultation methods and gain practical strategies to improve participation in your area!

Welsh Government Consultation



Welsh Government are changing their rules on:

- Managing and designing Gypsy and Traveller sites
- How the council carry out housing assessments
- Managing Unauthorised Encampments

Travelling Ahead and Gypsies and Travellers Wales would love to hear your views



All opinions are valued.
Please get in touch if you would like to take part or for more information
Send us a message on Facebook or call us
GTW: 02920214411
Travelling Ahead: 08088020025

Vouchers for participation will be offered

Travelling Ahead along with Gypsies and Travellers Wales are undertaking consultations with community members on the following draft Welsh Government documents:

- Designing Gypsy and Traveller Sites
- Managing Gypsy and Traveller Sites
- Undertaking Gypsy and Traveller Accommodations



- Undertaking Gypsy and Traveller Accommodation Assessment

We will be conducting individual interviews and focus groups with community members from across Wales between April 1st and May 30th, 2025. We are inviting people to take part from every local authority site, as well people living in bricks and mortar, those on private sites, and those living roadside. Travelling Ahead are also supporting community members to carry out their own interviews if they are interested – we can provide the information and support to do this. Everything is anonymous.

Ogi's award-winning community fund – Cefnogi – is now open for applications

Ogi Fibre Communities is offering small pots of funding to support projects that help bring people together and encourage time away from screens.

Community and Town Councils in Ogi fibre areas are eligible to apply.

This includes areas across **Pembrokeshire, Bridgend, Caerphilly, Monmouthshire, Newport, Torfaen, Rhondda Cynon Taff, and the Vale of Glamorgan.**

🕒 Deadline for applications is Thursday 2 May at 11:59pm.

Welsh Government Democratic Engagement Grant

The Welsh Government is pleased to launch its Democratic Engagement Grant for a further three years with £400,000 being available to support projects in the 2025-26 financial year, through to the end of 2027-28.

The grant aims to support local authorities, third sector, and not-for-profit organisations working in Wales to pursue an innovative approach to engaging those typically under-represented in our democracy. This includes but is not limited to:

- young people,
- disabled people,
- people from lower socio-economic backgrounds or those who are long-term unemployed,
- non-UK nationals,
- people from minority-ethnic groups.

The grant will help funded organisations ensure as many people as possible are engaged, motivated, and empowered to take part in democracy, giving them the tools to make their voice heard and to impact positively on the Wales around them. The application window for applications over £1000 is open now and closing on 9th May 2025. Applications for under £1000 can be submitted at any time.



Cardiff Capital Region – Regional Transport Plan 2025-2030 – Consultation

Three online webinar are being offered to council members to inform them about the Cardiff Capital Region's draft Regional Transport Plan. These will be one-hour presentations on May 1, 3pm; May 7, 2pm and 4pm. The consultation is open until 11:59pm on Monday 19 May 2025

More information and a survey can be found online at:
<https://regionaltransportplancr.wales/>

Discussion Forum

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.

This section of the meeting does not allow for formal decisions to be taken by the council.

Motion: Temporary Suspension of Non-Business As Usual (BAU) Public Spending Until Recruitment of a Clerk

Document on the Meetings page of the website.

Financial matters

Payments Received

None

Bank Balance

April 21

- Current Account – £30,461.44
- Petty cash – £3,000
- Savings Account – £40,062.36



Recurring Payments to approve

It is proposed to bring recurring payments to the council for approval annually each March in future.

Seasonal

- Doghill Property Maintenance – £75/cut – Up to 14 cuts of the Village Green from April 21 until November 11, 2025

Monthly

- PR Accountancy (Gocardless) – Payroll – £20.00 (direct debit) x 11 – May 2015 to March 2026
- Acrobat DC subscription – £19.97 (card) x 11 – May 2015 to March 2026
- Enwau – Clerks email – £10.26 (card) x 11 – May 2015 to March 2026
- Giff Gaff – phone and data – £6 (card) x 11 – May 2015 to March 2026
- Scribe 58.80 (direct debit) x 11 – May 2015 to March 2026

Annual

- Enwau – website domain – expected cost £11.99 – due November
- Zoom – remote meeting platform – £129.90 – due July 6

Payments to approve

- LGRC – Locum Clerk – 13.5 hours – Recharge of NI – £693.05 + £126.01 (VAT) = £819.06
- Expenses
 - i. Meetings – £424.59
 - ii. Office and stationery – £30.24
 - iii. Newsletters – £164.85
 - iv. Training – £197.29
 - v. Staff – £42.60
 - vi. Christmas – £246.29
 - vii. Village Green and planting – £531.45
 - viii. Remembrance and Memorial – £1,378.46
 - ix. Events – £267.57
 - x. Expenses incurred in 2021-22 – £1,186.18
 - xi. April 2025



Application for Financial Assistance

An application has been received from the Amelia Trust Farm for a contribution of £400 for the provision of new accessible play equipment. Council Members have been provided with the full application.

Planning Updates & Decisions

Oaklands Solar Farm

Construction expected to begin at the end of May.

Dyffryn Gardens, Duffryn Lane, St. Nicholas – 2025/00002/LBC

Repair and replacement to existing railings and balustrading. Installation of vine wires. As outlined in supporting documents.

Approved subject to CADW



Planning Applications

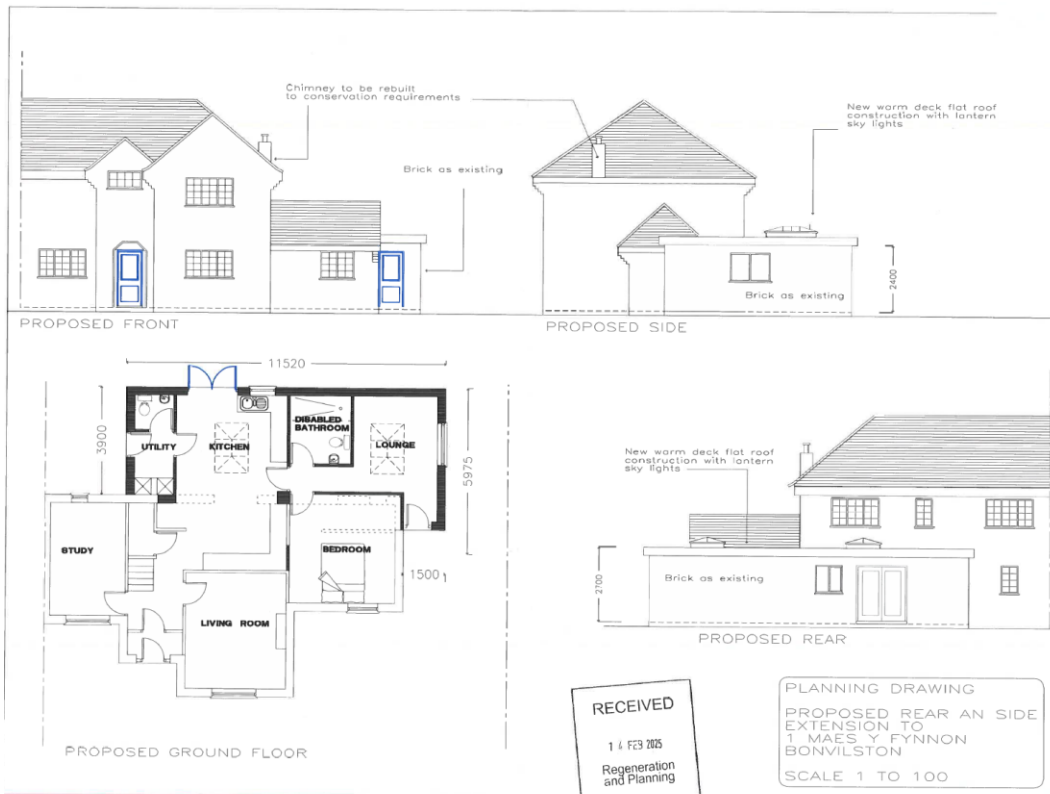
1 Maes y Ffynnon, Bonvilston – [2025/00165/FUL](#)

Proposed ground floor extension to the rear and side of the existing dwelling

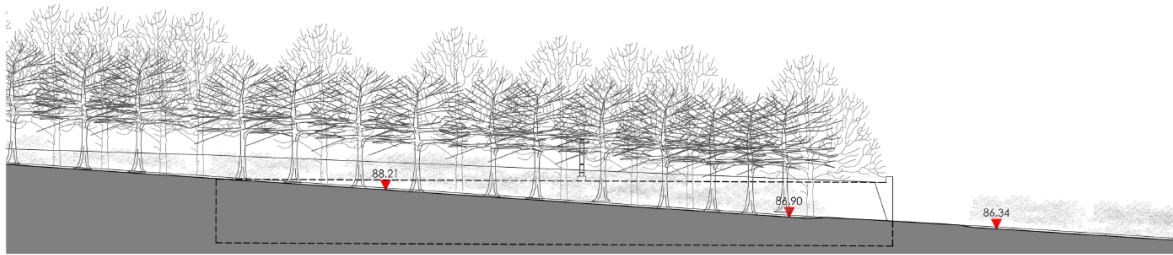
Existing



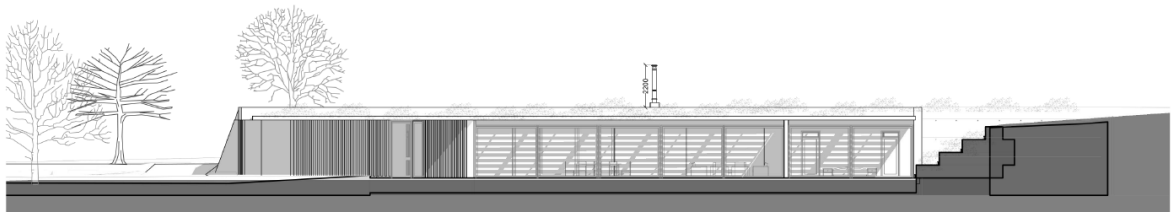
Proposed



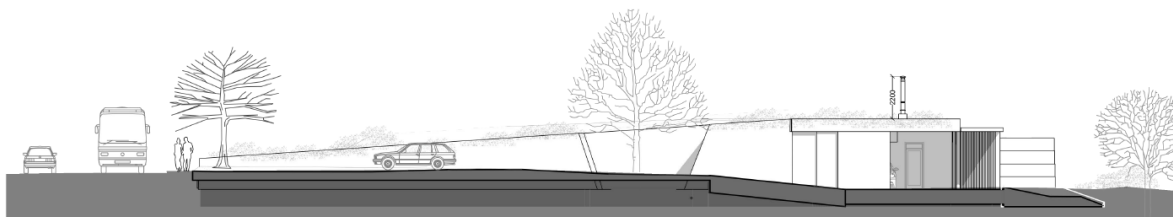
Earth Sheltered House, Land South of A48, Bonvilston – [2025/00239/FUL](#)
 Proposed flue



Street (Front) Elevation



Rear Elevation



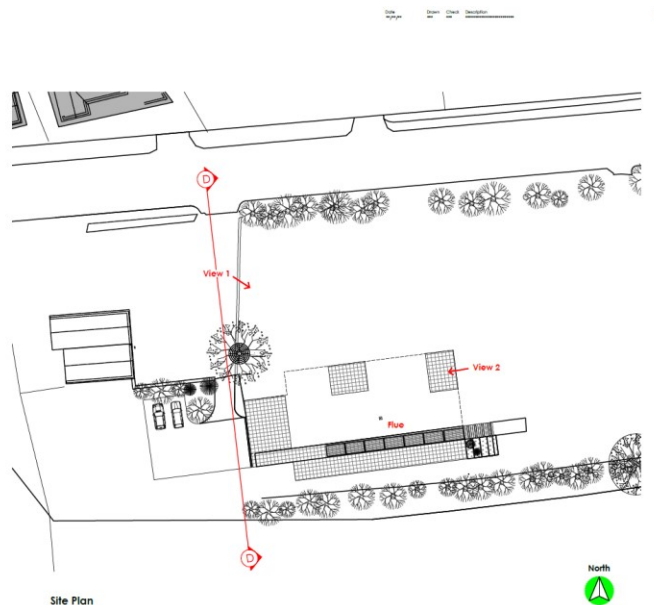
Section 'D-D'



View 1: Proposed Flue from Driveway



View 2: Proposed Flue from Roof Level



Site Plan

Project Name	Proposed Underground House	22_024
Location	Bonvilston, Vale of Glamorgan	Ref: AU(0)10
Scale	1:500 @ A3	
Date	27/09/2025	
Author	CU Architects	Town planners, Environmental & Urban design.



Matters for Consideration

