

May 15, 2025

Extraordinary Meeting

Members of the St Nicholas with Bonvilston Community Council are summoned to attend an extraordinary 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 **Wednesday 21st May 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. To approve minutes**
 - a. Meeting of February 27
 - b. Meeting of April 3
 - c. Extraordinary meeting of April 10
- 5. To consider financial matters**
 - a. To approve end of year accounts statement and Annual Return for 2023-24
 - b. To approve bank reconciliation for March 31, 2025
 - c. To approve end of year accounts statement and Annual Return for 2024-25
 - d. To confirm asset register
 - e. To agree to begin Internal Audit for 2023-24 and 2024-25
 - f. Payments to approve
- 6. Updates on 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

7. To consider

- a. Purchase of carnival games for event to be held on June 1 – Brass and tea on the Green, Bonvilston – Sunday, June 1 – Barry Brass
- b. Litter pick on May 31, with volunteers offered cup of tea or coffee at the Aubrey Arms. Leaflet to promote events
- c. Leaflet to promote events
- d. Painting of grade ii listed phone box at St Nicholas
- e. Location of barrel planters

8. 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

9. Next meeting

May 27

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



Financial matters

Payments to approve

- LGRC – Locum Clerk – 25.75 hours = £1586.31
- Expenses
 - i. Village Green and planting – £531.45
 - ii. Expenses incurred in 2021-22 – £1,186.18
 - iii. April 2025





Time & Expense Sheet

Client	Name	Month
St Nics	Katie Jeffreys	April

Date	Details	Chargable Hours	Miles	Mileage (Calc)	Hotels	Sundries
1st		0.00	0	0.00	0.00	0.00
2nd	Emails	0.50	0	0.00	0.00	0.00
3rd	Emails	0.25	0	0.00	0.00	0.00
4th	Emails	0.25	0	0.00	0.00	0.00
5th		0.00	0	0.00	0.00	0.00
6th		0.00	0	0.00	0.00	0.00
7th	Emails, check expenses	2.00	0	0.00	0.00	0.00
8th		0.00	0	0.00	0.00	0.00
9th	Phone calls, emails	1.50	0	0.00	0.00	0.00
10th	Meeting, emails	1.00	0	0.00	0.00	0.00
11th	Emails	0.50	0	0.00	0.00	0.00
12th		0.00	0	0.00	0.00	0.00
13th		0.00	0	0.00	0.00	0.00
14th	Emails, minutes	1.50	0	0.00	0.00	0.00
15th	Emails, minutes	2.00	0	0.00	0.00	0.00
16th	Zoom, email, forms	2.50	0	0.00	0.00	0.00
17th	Emails, minutes	1.00	0	0.00	0.00	0.00
18th		0.00	0	0.00	0.00	0.00
19th	Emails	0.25	0	0.00	0.00	0.00
20th		0.00	0	0.00	0.00	0.00
21st	Emails	1.00	0	0.00	0.00	0.00
22nd	Emails, check draft agenda	2.00	0	0.00	0.00	0.00
23rd	Emails	0.50	0	0.00	0.00	0.00
24th	Emails, phone call	1.00	0	0.00	0.00	0.00
25th	Emails	1.00	0	0.00	0.00	0.00
26th		0.00	0	0.00	0.00	0.00
27th		0.00	0	0.00	0.00	0.00
28th	Emails, request meeting link	1.00	0	0.00	0.00	0.00
29th	Emails, meeting	4.50	0	0.00	0.00	0.00
30th	Email, start minutes	1.50	0	0.00	0.00	0.00
		0.00	0	0.00	0.00	0.00
Totals		25.75	0.00	0.00	0.00	0.00



LGRC Associates Ltd

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 Hackforth, BEDALE
 North Yorkshire
 DL81NU
 +44140445973
 info@lgrc.uk
 www.lgrc.uk
 VAT Registration No.: 199553939

**VAT Invoice**

INVOICE TO
 St Nicholas with Bonvilston Community Council
 c/o 2 Ger-y-lan
 St Nicholas
 CARDIFF
 CF5 6SY

INVOICE 2163
 DATE 14/05/2025
 TERMS Net 30
 DUE DATE 13/06/2025

DATE		DESCRIPTION	VAT	QTY	RATE	AMOUNT
14/05/2025	Hours	Locum Clerk/RFO Services of Katie Jeffreys - April 2025	20.0% S	25.75	46.67	1,201.75
14/05/2025	Sales	Recharge of Employers National Insurance	No VAT	1	144.21	144.21

From May 2023, LGRC will be emailing invoices, as they are created, directly from our Quickbooks accounts system, so improving our efficiency.

Please look out for them, headed 'LGRC Associates Ltd' from email address quickbooks@notification.intuit.com.

As always, please contact david.mcknight@lgrc.uk or ashley.gray@lgrc.uk if you have any queries.

SUBTOTAL	1,345.96
VAT TOTAL	240.35
TOTAL	1,586.31
BALANCE DUE	£1,586.31

VAT SUMMARY

	RATE	VAT	NET
VAT @ 20%		240.35	1,201.75

Bank details: NatWest Bank
 Sort Code: 52-21-30
 Account No: 24675555
 Cheques payable to LGRC Associates Ltd
 Page 1 of 1



Planning Applications

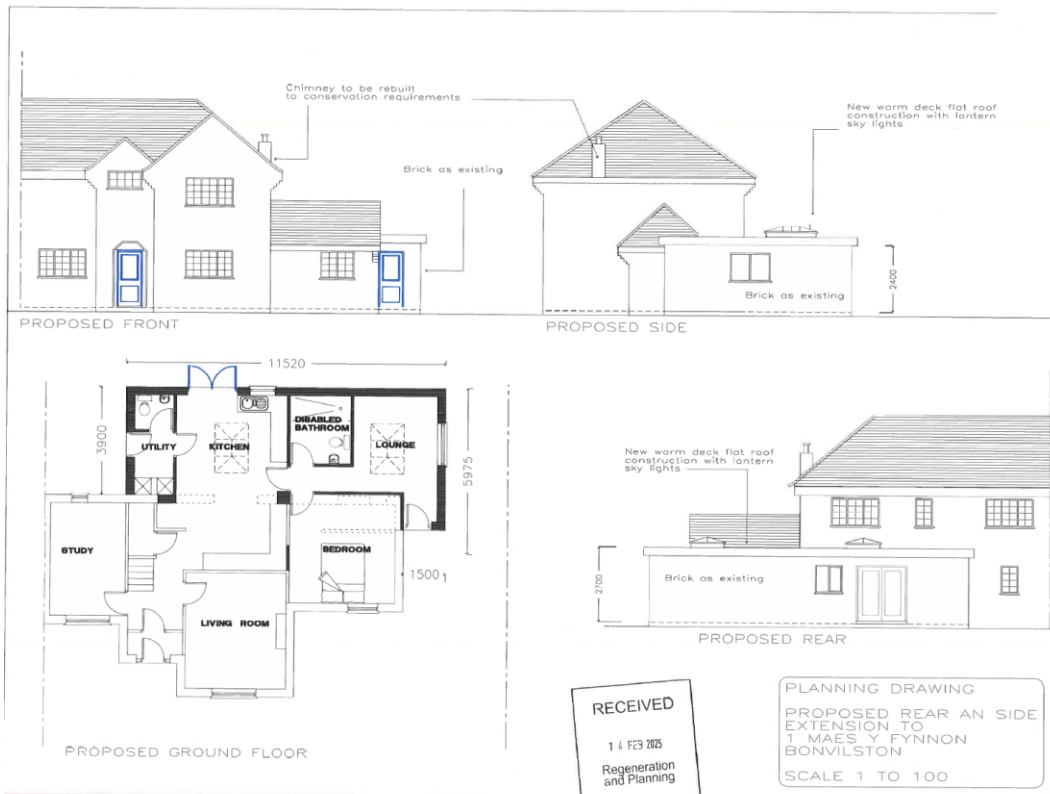
1 Maes y Ffynnon, Bonvilston – [2025/00165/FUL](#) – Approved 2/5/25

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

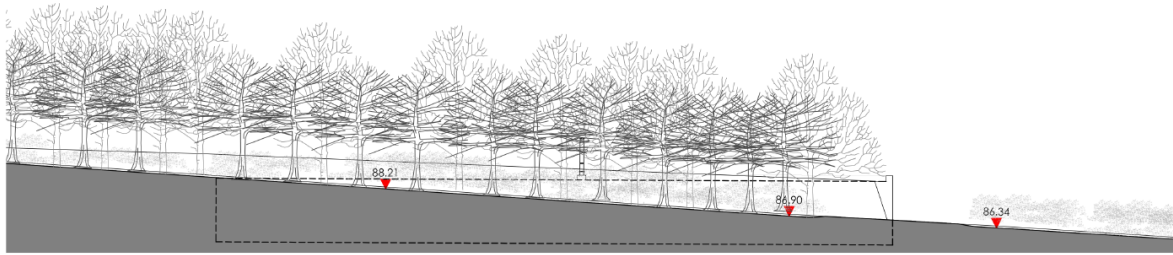
Existing



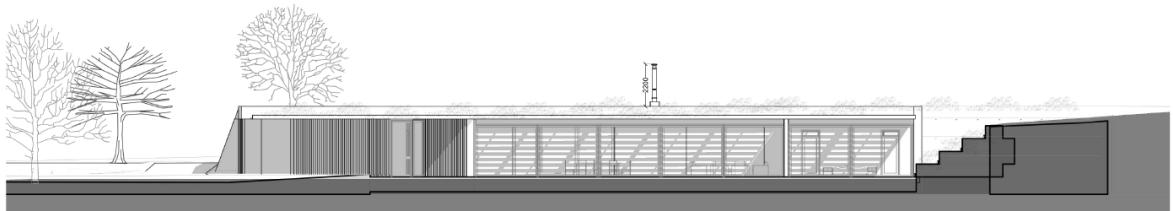
Proposed



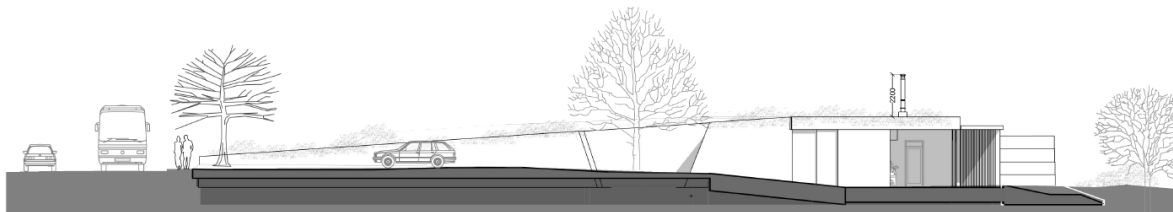
**Earth Sheltered House, Land South of A48, Bonvilston – [2025/00239/FUL](#) –
Refused 10/5/25
Proposed flue**



Street (Front) Elevation



Rear Elevation



Section 'D-D'

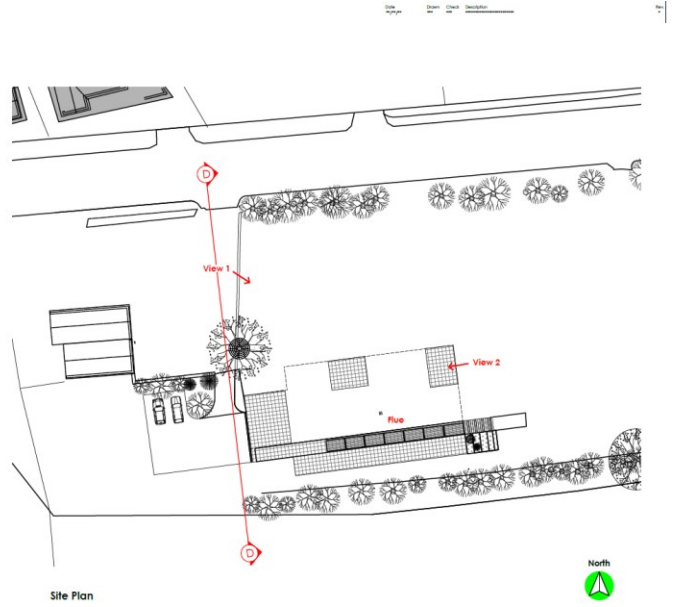




View 1: Proposed Flue from Driveway



View 2: Proposed Flue from Roof Level



Proposed Underground House	22.024
Sonvilion,	AL(G)10
Wale of Glamorgan	
Proposed Site Plan	
Date	Scale
27/02/2025	1:500 @ A3
GJ Architects Town planners Environmental & Urban design	
<small>Unit 14, Cwmbran Business Park, North New Cardiff, CF10 2AT</small>	



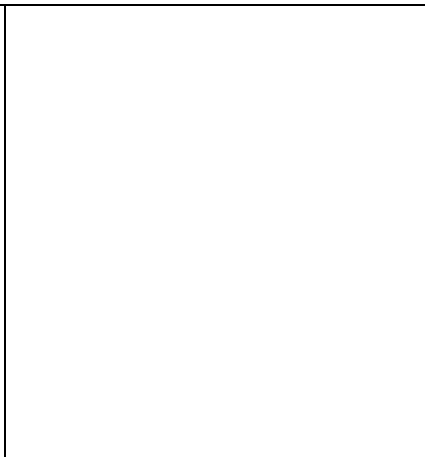
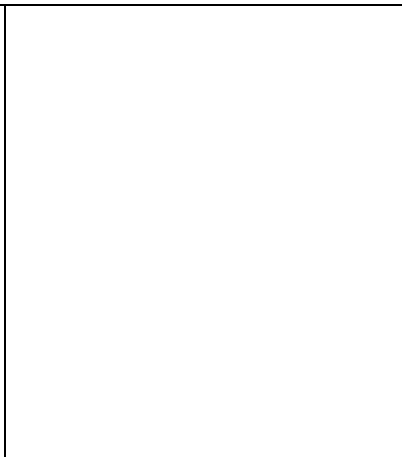
Matters for Consideration

Purchase of carnival games for events including that to be held on June 1 – Brass and tea on the Green, Bonvilston – Sunday, June 1 – Barry Brass

Budget was created for family carnival games to be purchased by the council for events during 2024-25.

Fun-Fair-Play are offering the following at a special price of £199 each – normally £250 each:





Midland Leisure Sales are offering from £200 (excl VAT)



£200

£25



£525



£395



£495





£200



£200



£225

Retro Carnival Games are offering:



Squish the Squirrel
£162.50 = £195inc VAT



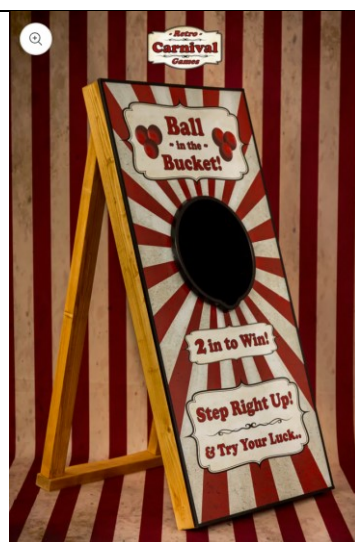
Hole in One
£187.50 = £225inc VAT



Monkey Mayhem
£162.50 = £195



Shuffle Board
£162.50 = £195incVAT



Ball in the Bucket
£162.50 = £195



Ring Toss
£145.83 = £175inc VAT





Air Hockey
£145.83 =£175inc VAT



Zig Zag
£187.50 = £225inc VAT



Shoot and Score
£162.50 =£195



£162.50 =£195incVAT



£204.17 =£245



Goldfish toss
£162.50 =£195incVAT



Coconut Shy
£187.50 = £225inc VAT



£162.50 =£195incVAT



Tin Can Alley
£145.83 =£175inc VAT





Painting of grade ii listed phone box at St Nicholas

DCT Engineering - repainting **£900** - early summer 2025

Contractor for BT, painted the box at Llancarfan in 2024.

Remember When UK

www.rememberwhenuk.com

Currently involved in the restoration of various Council adopted & privately owned kiosks thus a museum spec restoration would be **£6,200.00** GBP

February/March **2026** period.

Quotation for the collection of the kiosk at £1,575.00 plus VAT

Location of barrel planters

Three additional wine barrels were added to the pallet delivering the large barrels that are outside the Red Lion. Shipping costs are high and the additional barrels filled the pallet at no additional cost. There is additionally a half barrel left over from the Red Lion.

It is proposed to place the three wine barrels by Broadway Farm and the half barrel by Village Farm (end of Ger y Llan).

