



Meeting

Members of the St Nicholas with Bonvilston Community Council are summoned to attend a meeting of the council, to be held remotely, on **Monday 13th March 2023 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 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 introductions
2. To receive apologies for absence
3. To receive declarations of interest
4. Police Matters
5. Vale of Glamorgan Council Matters
6. Minutes
 - To approve the minutes of the meetings held on:
 - a. 6th February 2023
 - b. 13th February 2023
7. Community Engagement
 - a. To receive an update on community engagement.
 - b. To appoint Councillors as the community engagement liaison for the areas: Cae Newydd, Tre-Hill, St Nicholas Village Centre, Duffryn Lane, Duffryn, Cottrell Gardens, Village Farm/Maes-Y-Ffynon, A48 Bonvilston and Rural Bonvilston.
8. To receive Planning Decisions and Updates
 - a. Planning decisions
9. To consider Planning Applications & Matters
 - a. Lower Greenway Farm, Bonvilston
Erection of an ancillary building for 2no. biomass boilers
 - b. Maerdy Newydd Farm, Bonvilston
Alterations upgrading and extensions to existing farmhouse
 - c. Greenmeadow, Cowbridge Road, St. Nicholas
Add a first floor storey with balcony, over existing ground floor footprint of the chalet bungalow and associated external alterations

- d. Plasnewydd, Bonvilston
Removal and re-erection of wall to improve vision splay for driveway
10. To consider:
- a. Response to Community Boundary Review Consultation.
 - b. Registering flowering cherry trees to the Queens Green Canopy and consideration of plaque.
 - c. Defibrillators and bleed kits approx. cost £85-£120.
 - d. To agree arrangements to plant 4 x planters.
 - e. To consider ideas to commemorate the Coronation.
 - f. Memorial paving
 - g. Motion: The Community Council will actively work to improve the 'Walkability' of our Community Wards for all residents.
 - h. Community Payback services.
11. Discussion Forum – Matters not on the Agenda
12. Finances
- a. Payments to approve
 - b. To approve Actual vs Budget Q3 document
 - c. To receive Independent Remuneration Panel for Wales Annual Report 2023.
13. Announcements and Next meeting

Mrs Clare Cotterell

Locum Clerk



Supporting Documentation

Matters not on the agenda – 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.

Police Matters

St Nicholas/Bonvilston Ward occurrences February 2023

11/02/2023 (Bonvilston A48) Occurrence 45864

Report of a campervan parked on the side of the A48

Outcome: Officers attended and spoke to the driver who was feeling unwell and had pulled over returning home. No offence committed and driver advised not to continue their journey until they were feeling better.

11/02/2023 (Bonvilston A48) Occurrence 46764

Report of a car in a bush

Outcome: Car recovered single car road traffic accident vehicle had been reported stolen no suspects identified further Police involvement

20/02/2023 (Bonvilston A48) Occurrence 56462

Report broken down car in a dangerous location

Outcome: Could not contact the registered owner car recovered by Police

Vale of Glamorgan Council Matters

Verbal update



Community Engagement update

Forthcoming leaflet to residents

ST NICHOLAS WITH
BONVILSTON
COMMUNITY COUNCIL



ST NICHOLAS BONVILSTON

'our community matters'

The Community Council wants to understand the local communities of St Nicholas and Bonvilston better and give you the chance to let Councillors know what you would like the Council to achieve over the next few years.

The Council thinks it is important that it facilitates the services *you* want and focuses on delivering the kind of community that *you* would like to be a part of.

Your feedback will help us improve what we do and focus on the things that matter most to local people.

Ian Perry

Cllr. Ian Perry
Chair of St. Nicholas with Bonvilston
Community Council

HAVE YOUR SAY!



St Nicholas Bonvilston

'our community matters'

St. Nicholas with Bonvilston Community Council is reviewing its local priorities and we want to know your views. You pay for everything we do and it is important that we reflect your wishes and address your concerns.

To do this, we are launching an important survey for everyone who lives or works in St. Nicholas and Bonvilston. This is an important moment for the villages and we want to make sure the community is in the driving seat. What do you value most about local community life? What things do we need to improve?

We have produced a questionnaire which is available online and in paper format for those without internet access. It is easiest for us if you complete the survey online – see the panel opposite for ways you can access the online survey. It's very simple and will only take 10 minutes to complete.

We don't want anyone to be left out and we know that online surveys are not suitable for everyone, so printed copies are available. To save paper, we are not sending them to every household, but you can pick up a copy at local collection points, where you can also drop off your completed form.

If you cannot collect a questionnaire, just give us a bell and we will post one to your address, or pop one round to you.

Every single response is confidential – all data is anonymous. If you do want to sign up to receive a copy of the results or get involved in the next steps then we can do that, but only with your agreement.



Ways to have your say...



WEB:



Pick up a paper copy at:-



To be sent a paper copy please ring!



Use your mobile phone to scan the QR Code below

SCAN ME TO START THE SURVEY



Finances

Payments to approve (*other payments may be added before the meeting*)

SLCC Locum services January (481)	£1,757.40
D McKenna – outstanding invoice for 22/23 -	£403.20
One Voice Wales membership	£183.00
Audit Wales 2020/21 fees	£315.00

Independent Remuneration Panel for Wales Annual Report 2023

From the report (for noting):

Contribution to costs and expenses of members of Community and Town Councils: Determination 4

Last year the Panel carried out a major review of the remuneration framework for community and town councils and undertook a comprehensive consultation exercise with the sector. The Framework was updated then and this year the Panel has decided to make limited but important changes.

The Panel recognise that all members of community and town councils necessarily spend time working from home on council business. This was the case before and during COVID and is continuing. As a result, members have extra domestic costs and also need office consumables.

The Panel considers members should not be out of pocket for carrying out their duties. However, an individual may decline to receive part, or all, of the payments if they so wish. This must be done in writing and is an individual matter. A community or town council member wishing to decline payments must themselves write to their proper officer to do so. Each community and town council must ensure that it does not create a climate which prevents persons accessing any monies to which they are entitled that may support them to participate in local democracy. Payments should be made efficiently and promptly.

Reimbursement for extra costs of working from home

All councils must pay their members £156 a year (equivalent to £3 a week) towards the extra household expenses (including heating, lighting, power and broadband) of working from home.

Reimbursement for consumables

Councils must either pay their members £52 a year for the cost of office consumables required to carry out their role, or alternatively councils must enable members to claim full reimbursement for the cost of their office consumables.

It is a matter for each council to make and record a policy decision in respect of when and how the payments are made and whether they are paid monthly, yearly or otherwise. The policy should also state whether and how to recover any



payments made to a member who leaves or changes their role during the financial year.

Payments to Community and Town Councils

Type of payment	Requirement
Group 5	Electorate less than 1,000
Extra Costs Payment	Mandatory for all members
Senior Role	Optional up to 3 members
Mayor or Chair	Optional - Up to a maximum of £1,500
Deputy Mayor or Deputy Chair	Optional - Up to a maximum of £500
Attendance Allowance	Optional
Financial Loss	Optional
Travel and Subsistence	Optional
Cost of Care or Personal Assistance	Mandatory



Planning Decisions

61, Cae Newydd, St Nicholas

Erect a single storey tiled roof extension to the rear elevation – Approved

11, Dyffryn Close, St. Nicholas

Demolition of existing annex and construction of a two-storey side extension with associated works – Refused

Land to South of A48, Bonvilston (Behind Reading Rooms)

Discharge of Condition 10 (Importation of Aggregates) – Approved

Court Farm, Bonvilston

Refurbishment and remodelling of existing internal layouts, replacement of existing windows and doors throughout, new sliding folding doors to the kitchen, new window to the bathroom and minor external improvements including new paving to the entrance and courtyard spaces – Approved

Land at Greenway Farm, Greenway Road, Bonvilston

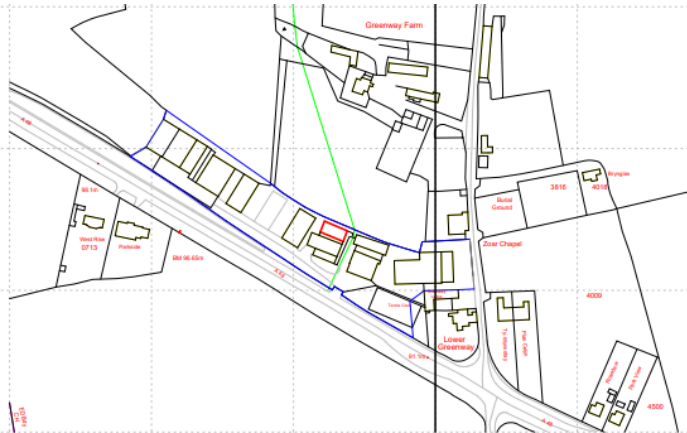
Proposed stable block (3 no. stables) – Approved



Planning Applications

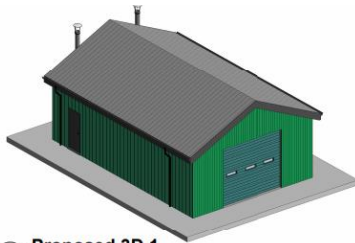
Lower Greenway Farm, Greenway Road, Bonvilston

Erection of an ancillary building for 2no. biomass boilers



Location Plan

1 : 2000



6 Proposed 3D 1



7 Proposed 3D 2

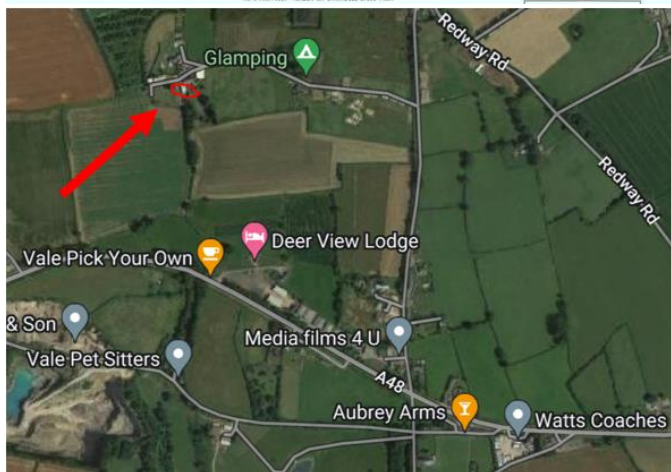
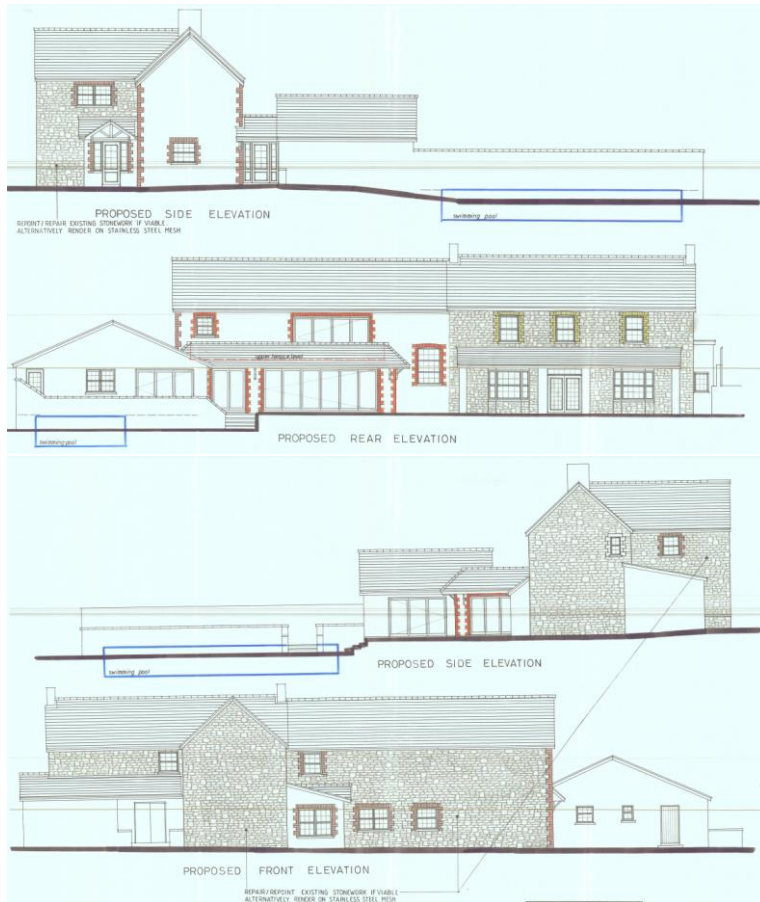
This planning application concerns residents. Their comments include:

- The UN does not support burning biomass for energy production.
- The Vale Council expects all local wood to be recycled. Where does the fuel come from? Transport footprint?
- Would the wood be contaminated with preservatives, plastics, etc?
- The Non-Domestic Renewable Heat Incentive Scheme (NDRHI) in Great Britain closed to new applicants on 31 March 2021
- Lack of technical information on the boilers.
- No information provided on fire risk to woodchip stocks and adjacent storage buildings.
- No information provided on ash disposal; whether the ash may contain dioxins so unsuitable for 'fertilizing' farmland.
- Concern that the proposed boilers conflict with LDP Policy MD7 (Environmental Protection) which requires that development proposals demonstrate they will not result in an unacceptable impact on the environment – air quality.
- Concerns over noise.
- Concerns over traffic turning on and off the A48.
- Concerns over use and classification of barns.
- Concern the application fails to conform to LDP policy MD19 – Low Carbon and Renewable Energy Generation – residential amenity.



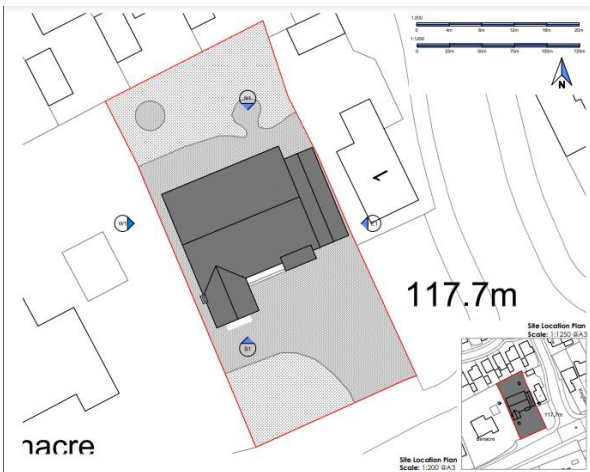
Maerdy Newydd Farm, Bonvilston – off Greenway Road – [2023/00094/FUL](#)

Proposed alterations upgrading and extensions to existing farmhouse including demolition of existing sub standard pool room and replacement with new games room, changing room and plant room, including retention of proposed garage as approved 2021/00318/FUL



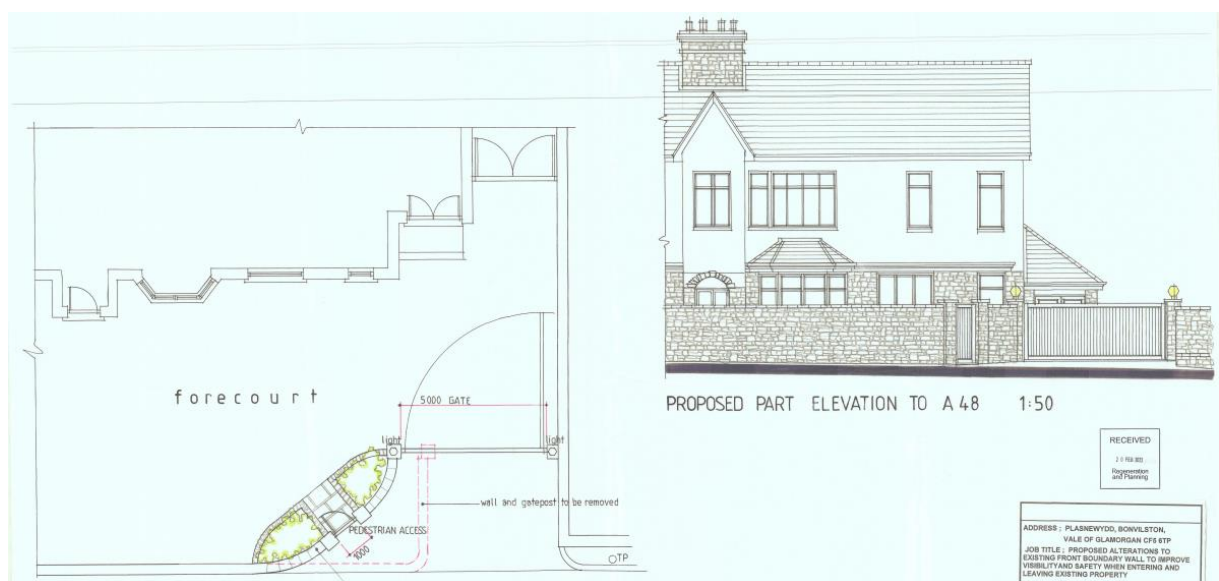
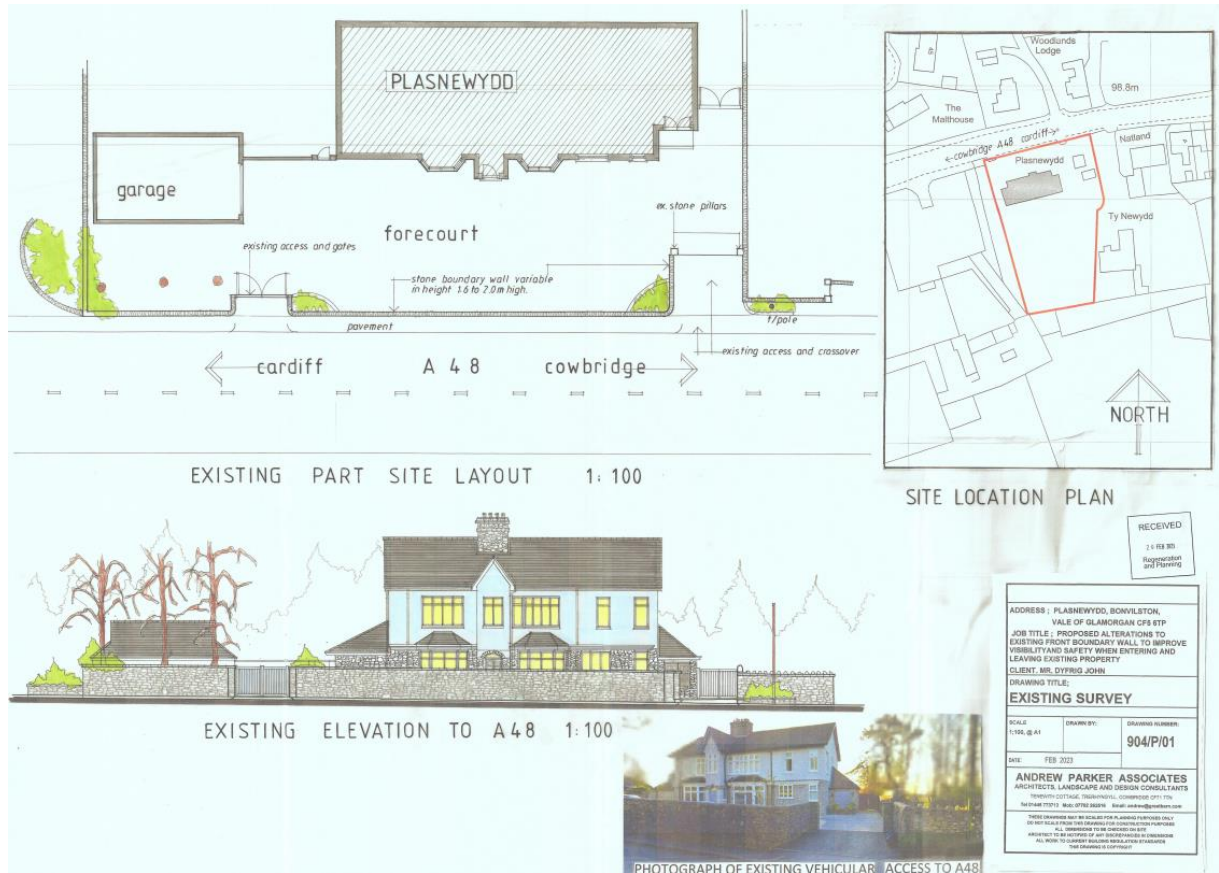
Greenmeadow, Cowbridge Road, St. Nicholas – [2023/00138/FUL](#)

Add a first-floor storey with balcony, over existing ground floor footprint of the chalet bungalow and associated external alterations



Plasnewydd, Bonvilston – [2023/00179/FUL](#)

Proposed alterations to existing front boundary wall to improve visibility and safety entering and leaving existing property



Community Boundary Review 2023

Timetable

Stage 1 – 8 Week Consultation Period – 1 February to 28 March

Stage 2 – Develop and publish Draft Proposals 8 Week Consultation Period – Summer 2023

Stage 3 –Formulates Final recommendations and submits to Welsh Government – Early 2024

Stage 4 – After 6 weeks WG may make an Order (an opportunity to write to Welsh Government)

Stage 5 – New arrangements come into force for local government election

The aim of the Review is to:

- Ensure that a community has no fewer than 1,000 electors.
- Will not create a community for less than 150 electors.
- Consider strong, evidence-based arguments to create a community that has between 150 and 1,000 electors
- Ensure that each community that is created is represented by a minimum of 7 councillors.

The Communities created will fall into one of three categories; Rural, Urban or Mixed.

Rural Communities (including St Nicholas with Bonvilston): Rural Communities would have a level of variance that is around 1 councillor per 150 electors.

Consideration will be given to consultation responses that propose:

- Small divergence from the council size policy
- Community tie arguments that justify atypical levels of electoral equality

Representations will be judged on the quality of evidence presented.

Representations which support are as important as those which oppose.

Effective representations will:

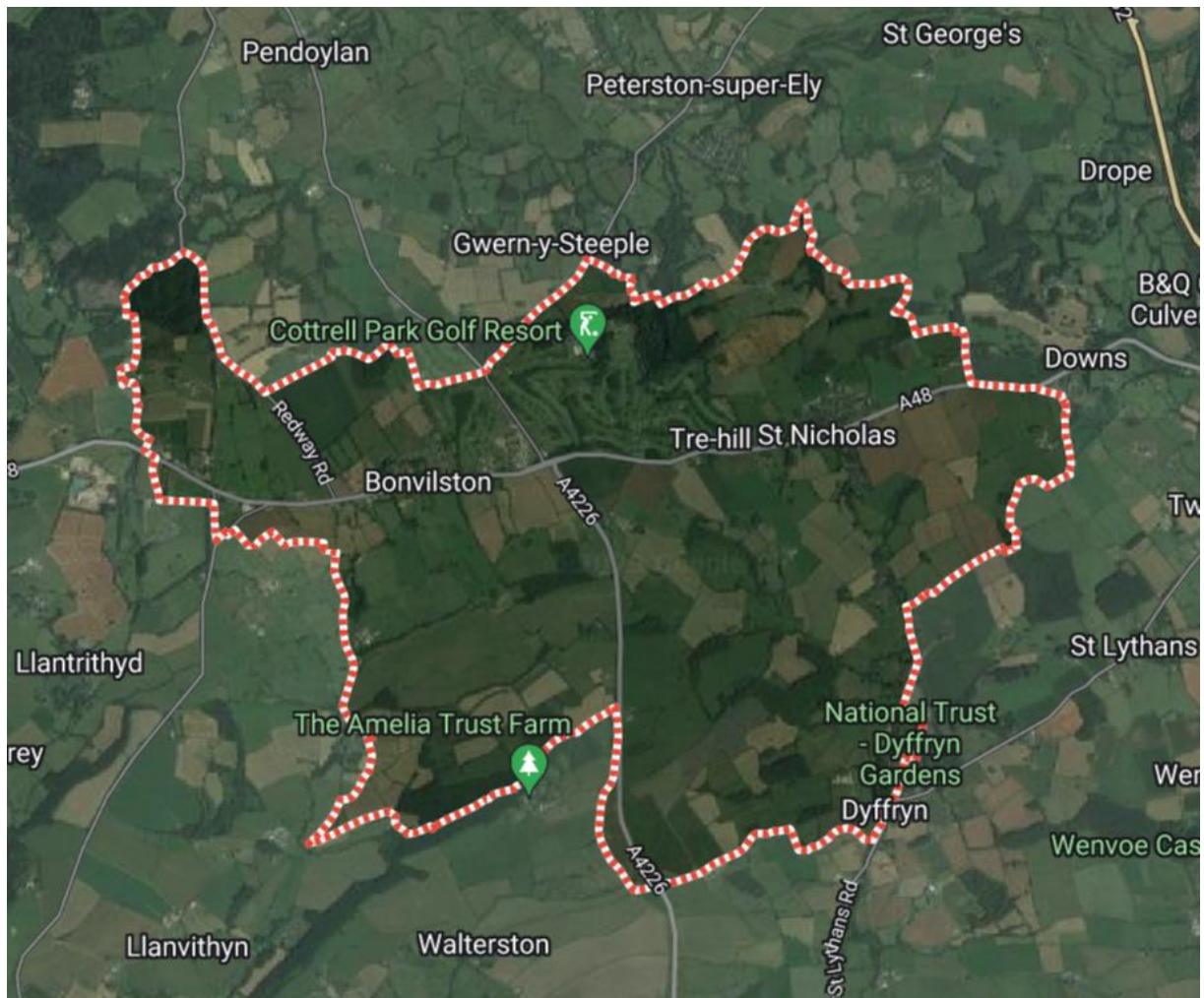
- Take account of Commission policies
- Suggest an alternative as well as setting out an objection
- Consider consequences of the alternative





St. Nicholas and Bonvilston Community Council (Rural)								
Wards	Existing				Projected			
	Electors	Community Councillors	Electors per Councillor	Variance	Electors	Community Councillors	Electors per councillor	Variance
Bonvilston	374	4	94	-38%	754	4	189	26%
St. Nicholas	496	6	83	-45%	558	6	93	-38%
	870	10	150		1,312	10	150	

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Following an internal review the following suggestions are brought to the Community Council for consideration.

Key themes

- Cohesive, easily recognised communities
- Connectivity matters
- Association of Community Ward boundaries with postal addresses
- Economies of scale & value for money – 1000 electors is an ideal minimum

Traditional parish boundaries were based on north-south connections – for example residents of St Nicholas (and Bonvilston) accessed the railway station, mill and chapel at Peterston. In modern times movement along the A48 (Cardiff, Cowbridge) dominates and north-south lanes are either narrow or unpaved.

There are dwellings that appear to be in the wrong wards. Bonvilston House, Bonvilston, is in the Welsh St Donats Community Ward. Bonvilston Hall, Bonvilston, is in the Llantrithyd Community Ward. Leige Manor is accessed from Bonvilston, but in the Llanccarfan Ward and dwellings within the Bonvilston Ward are accessed further down the lane. A proposed new dwelling at Endless Acres Stud is accessed only from Peterston Super Ely, but would be in the St Nicholas Ward if the boundary remains as it is. Properties at The Downs hamlet are split into three Community Wards and Community Councils.

Residents with a Bonvilston or St Nicholas postal address often feel a closer association with their postal address village than that of their Community Ward, and a wider community with which perhaps they might have little interaction.

St Nicholas and Bonvilston are minor rural settlements along the A48, and a ridge. There is a close association with nearby hamlets including The Downs and Dyffryn (Duffryn House). The Downs is a short walk from St Nicholas, along the A48. The Cory family tomb (former owners of Duffryn House) is at St Nicholas, along with the former gardener's cottage.



St Nicholas – Peterston Boundary

Move Endless Acres Stud from St Nicholas to Peterston. The new dwelling physically belongs with Peterston Super-Ely



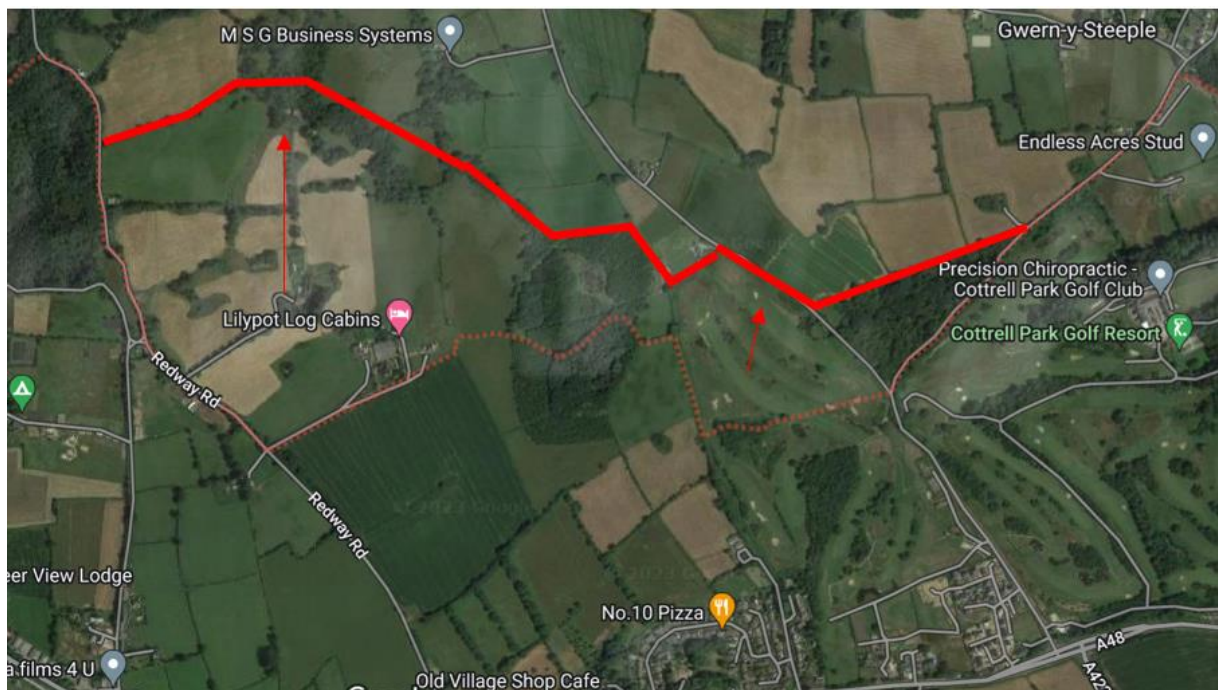
Bonvilston – Pendoylan Boundary

Realign with CF5 postcode boundary, making it clear to residents which Community Ward they are in, and having Cottrell Park within one Community Ward.

Map of Cf5 postcode (south of dotted line)



The Community Boundary shifts north reconnecting two farms within Bonvilston and unifying the golf course



Bonvilston-Welsh St Donats Boundary

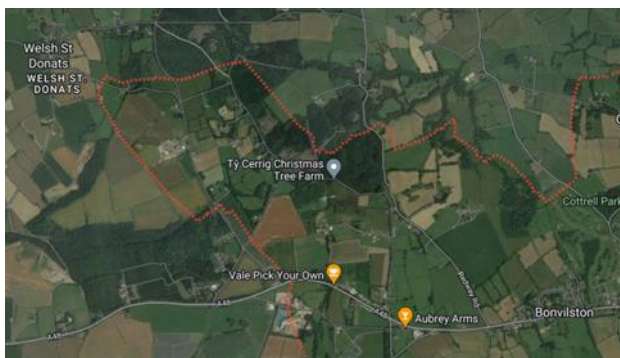
Bonvilston House, Bonvilston, is currently in the Welsh St Donats Ward.

Possibility 1:



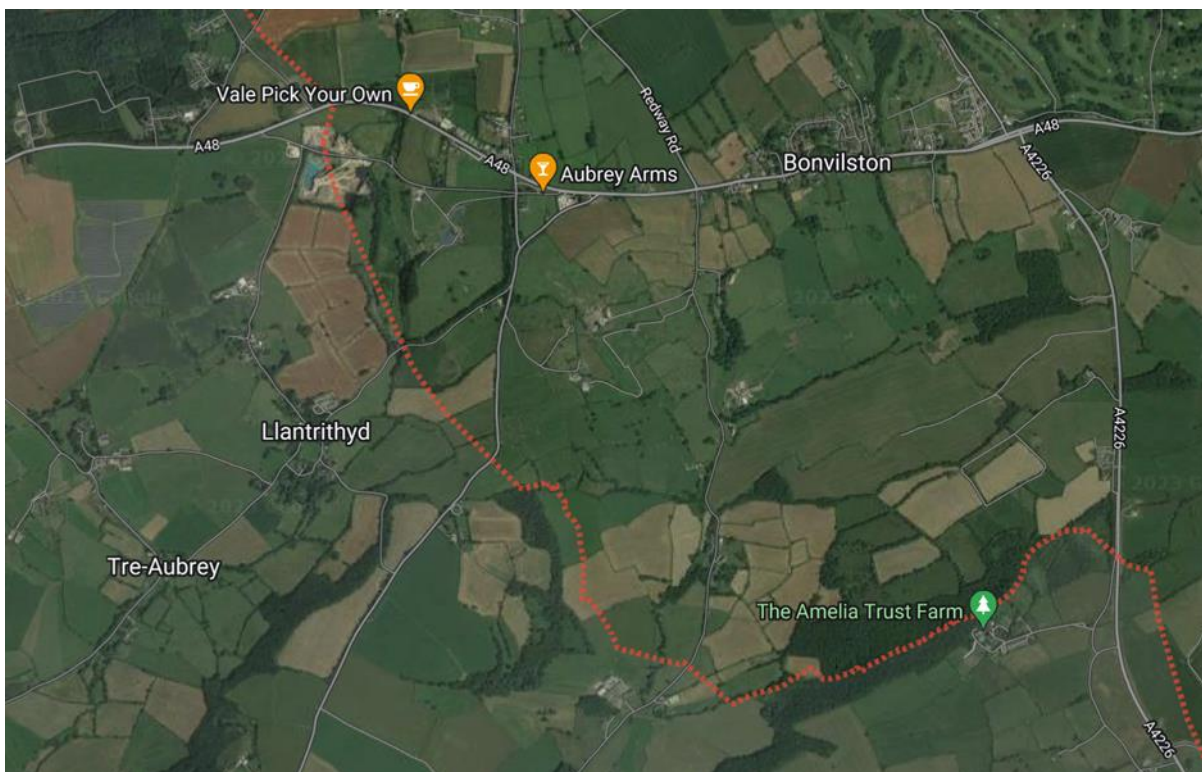
Possibility 2:

Follow postcode boundary – but this gets close to Welsh St Donats Village Hall

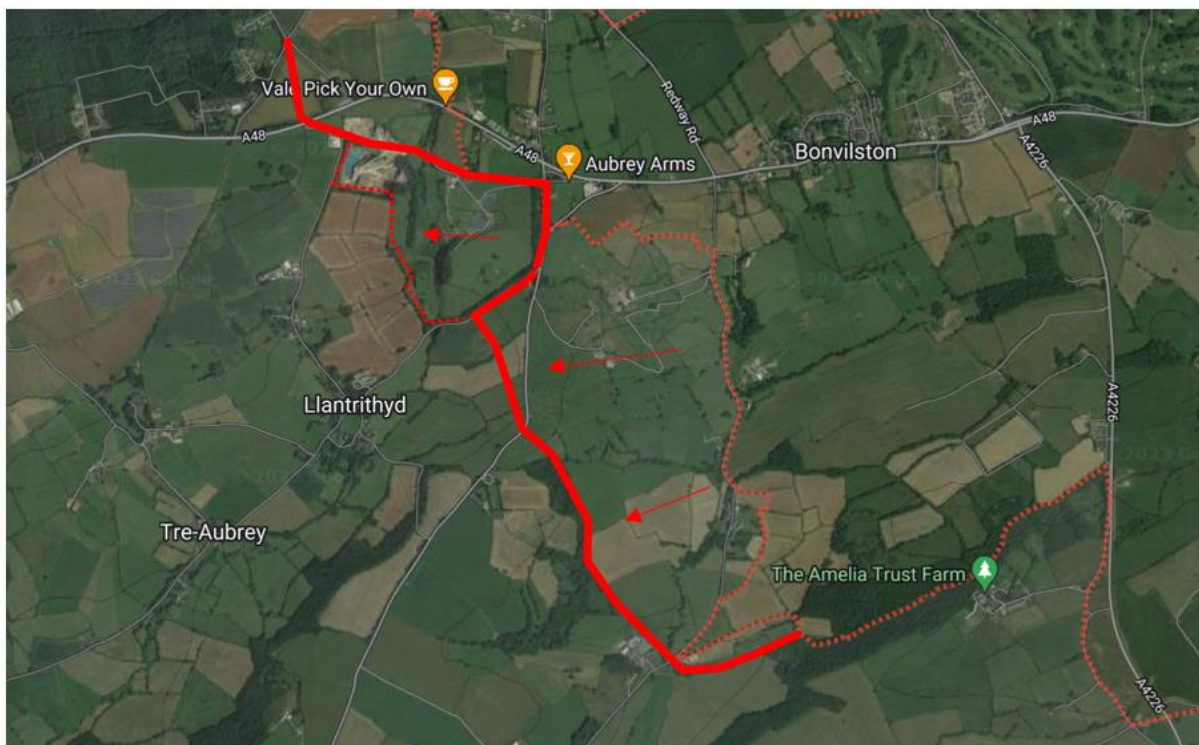


Bonvilston – Llantrithydd & Llanancarfan Boundary

The CF5 postcode boundary



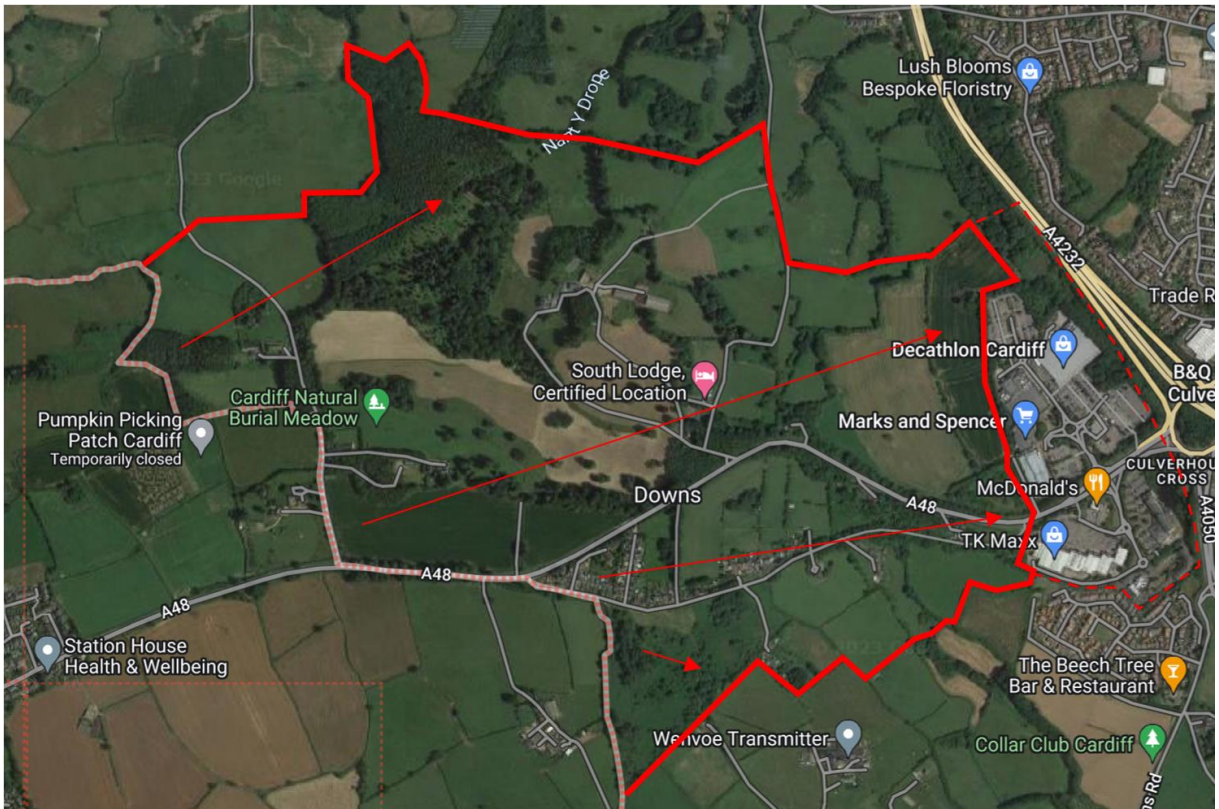
Suggested Community Ward boundary movement, bringing Bonvilston Hall into the Bonvilston Community Ward



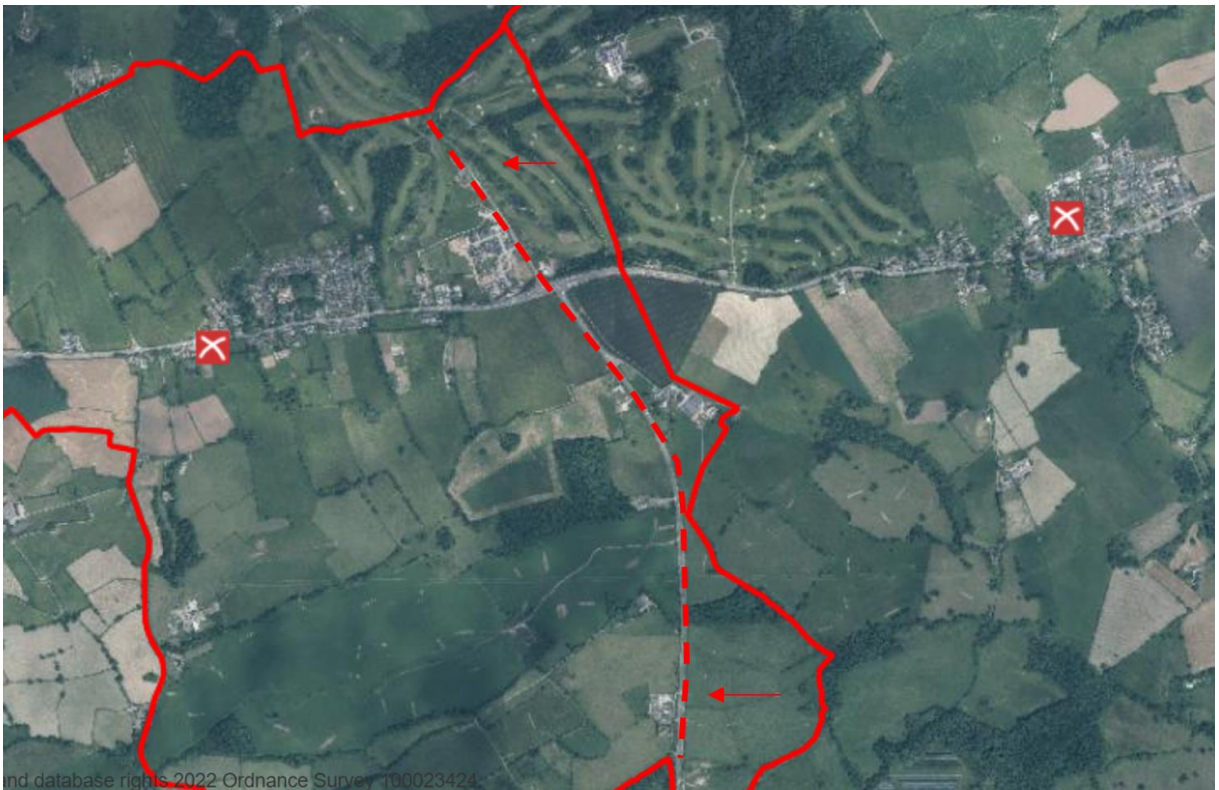
It does sound sensible for Llantrithydd Deer Park to remain in the Llantrithydd Community Ward



St Nicholas – Wenvoe & St Georges Boundary

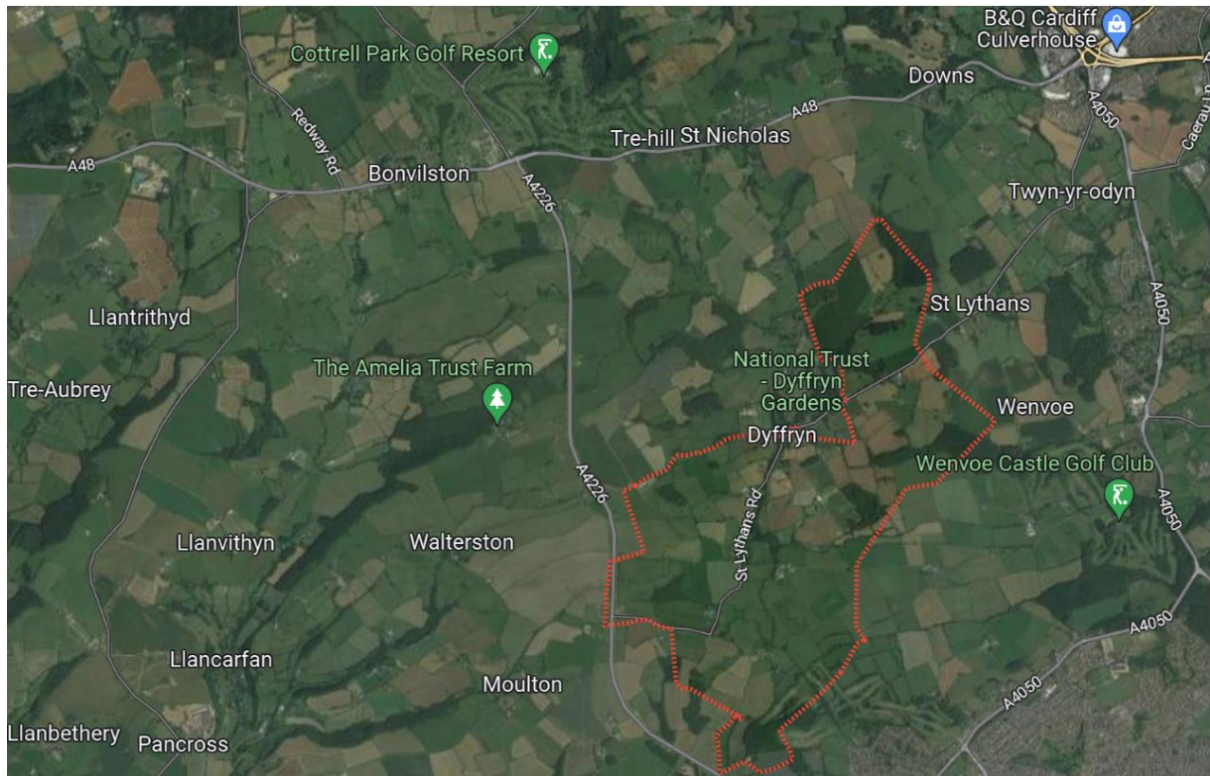


St Nicholas – Bonvilston Boundary

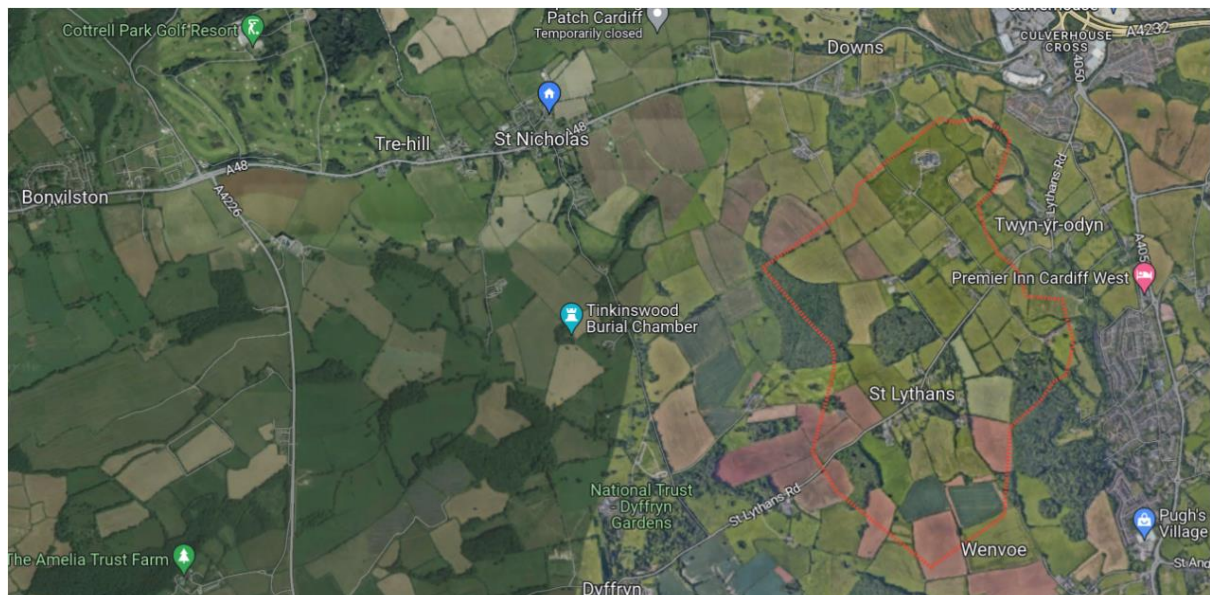


Where do the rural hamlets of Dyffryn and St Lythans best fit? Continue with Wenvoe, or move to St Nicholas, or Llanancarfan?

Dyffryn Postcode Map:



St Lythans Postcode Map



THE QUEEN'S GREEN CANOPY

The Queen's Green Canopy (QGC) is a nationwide initiative created to mark the Platinum Jubilee. Her Majesty Queen Elizabeth and the then Prince of Wales planted the first tree in the grounds of Windsor Castle in March 2021.

Following the wishes of His Majesty The King, the initiative has been extended to the end of March 2023. The [interactive map](#) to showcase the planting projects across the United Kingdom and we may wish to add the flowering cherry trees. This was discussed in 2022, without resolution.



The QGC is offering a physical, as well as a virtual commemorative plaque option, The QGC has worked with suppliers across the United Kingdom to develop plaques which are of a standard design and are available in a range of sizes and prices

Physical plaques of a standard design are available in a range of sizes and prices from several companies and organisations, including The Slate Workshop Llanelli. And the Royal British Legion – a RBLI example is shown below.



Does the council wish to register the trees planted in 2022 on the interactive map?

Does the council wish to purchase a physical plaque (approx. £150 with stakes)?



Defibrillators and Bleed Control Kits

There are many ways for a catastrophic bleed to occur, such as from a car accident or a work-related injury. Publicly accessible bleeding control kits are vital to provide the necessary first aid to reduce blood loss until professional medical help arrives. For the cost of a kit, approximately £85 plus signage, a life could be saved and their family spared lifelong grief knowing that they could perhaps have survived.

Bleed control kits can be placed with a defibrillator.



St Nicholas Village Green Improvements: Memorial Paving

The Grade ii listed Memorial is owned and cared for by the Community Council. It is a prominent feature of the community and Conservation Area. We have identified that the existing utility paving from the 1990's is in poor condition, unattractive and the kerb is not dropped to the road.

We wish to improve the appearance of the Memorial and improve accessibility. It's believed that paving and chain was added around the Memorial in the 1990's to aid grass cutting and deter loitering on the Memorial. We need to be aware that lowering the kerb may result in water pooling, and the design must deter people from driving their vehicles onto the Village Green.



A dark grey granite is suggested for new paving to and around the Memorial as this would contrast with pale stone of the Memorial. Dark Indian granite has a subtle sparkle, giving it a striking look. Granite's qualities of high strength and durability make it an ideal, high quality material.

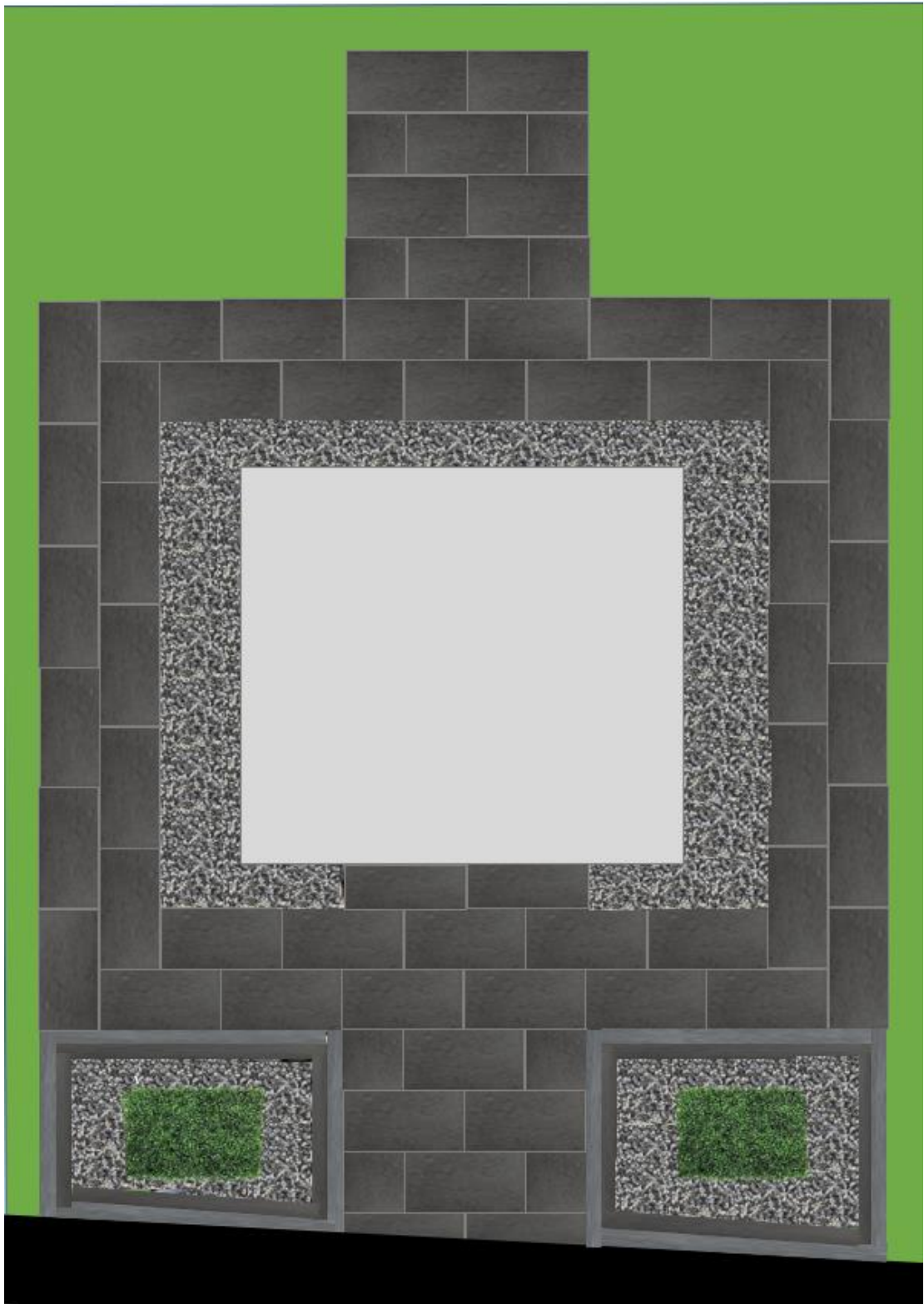
Black and white aggregate would be used between the Memorial and paving and in small feature gardens to the front. These gardens would contain simple, green, neatly groomed boxus planting.

A double kerb would be used to create the feature and deter people from mounting the kerbs.

A Peace Bench would be placed behind the Memorial, offering a view of the Memorial, lych gate and church and symbolising a peaceful future.



Suggested Layout



Examples of dark grey granite in use



Suggested aggregate



Double kerb

Note: this would be created with granite kerbs, not concrete as in this photograph.



Example of boxus



Example Peace Benches



Once the basic design is agreed, firm quote would be sought, applications made for part-funding from grants, and a final choice of materials would be made from samples prior to purchase and laying.

Opposite the Memorial, should the kerb be dropped and paving provided to the bench? Should the bench be positioned directly facing the Memorial?



Topiary trees for triangle.

Larger feature trees start at £2,000. Dedicate planting to the coronation?

Root balls available until early April.

Trees can be yew, beech, etc.



Motion: The Community Council will actively work to improve the 'Walkability' of our Community Wards for all residents.

Many factors contribute to the 'walkability; of a community. These include:

- Proximity of heavy traffic
- Width of footway
- Feelings of safety
- Seating
- Maintenance of surface
- Appropriate road crossing points

Inclusive Design for Getting Outdoors (I'DGO)

[I'DGO](#) is the brainchild of three academic research centres, working as a multi-disciplinary consortium, supported by a wide range of partners in industry, government and advocacy. The researchers are based in Edinburgh, Warwick and Salford, but engage in fieldwork throughout the UK and beyond.

They have been cited by the World Health Organization in its international guide to creating Global Age-Friendly Cities (WHO, 2007) and by the UK Departments of Transport and Communities and Local Government. They are a toolkit for those who plan, design and maintain the public realm but can be used by everyone, for all sorts of reasons, to assess the 'walkability' of their local neighbourhood and the wider built environment. They summarise, and complement, related policy and guidance by the four UK governments, local authorities and interest groups.

I'DGO produce Design Guides that are based on evidence from the Inclusive Design for Getting Outdoors (I'DGO) research project. They have been cited by the World Health Organization as being of global importance in planning, designing and maintaining Age-Friendly Cities and by the UK Department for Transport. The research was undertaken by the SURFACE Inclusive Design Research Centre at the University of Salford. Their design guides can be used as an aid to assessing the 'walkability' of local neighbourhoods.

Of particular relevance to the Community Council is their guidance on seating.

Provision

In *Designing for Accessibility* (Centre for Accessible Environments, 2004), it is recommended that "seats should be provided at intervals along long routes or where waiting is likely". In *Inclusive Mobility* (DfT, 2005), the UK Department for Transport suggests that "in commonly used pedestrian areas ... seats should be provided at intervals of no more than 50 metres". In *Manual for Streets* (DfT, 2007), the Department recommends that "seating on key pedestrian routes should be considered every 100m to provide rest points and to encourage street activity". In *Local Transport Note 1/11* on



Shared Space, it calls for “generous amounts of seating” to encourage “increased pedestrian dwell times” (DfT, 2011).

This is reinforced by the DfT in 2021:

Inclusive Mobility: A Guide to Best Practice on Access to Pedestrian and Transport Infrastructure – [DfT 2021](#)

Recommended walking distances

The figures in the following table are average recommendations - there is much variation between individuals. Gradients, weather conditions, whether there are handrails and other factors will also affect the distances people are able to walk

	Recommended distance limit without a rest
Wheelchair users	150 metres
Vision impaired people	150 metres
Walking stick and cane users	50 metres
Mobility impaired people without a walking stick	100 metres

Research based on a follow-up study to the London Area Travel Survey found that of all the people with an impairment who were able to walk at all, approximately 30% could manage no more than 50 metres without stopping or severe discomfort and a further 20% could only manage between 50 and 200 metres. Standing is difficult and painful for some people, particularly those with arthritis, rheumatism and back problems. In the same study as that mentioned above, 9% of the survey respondents could stand for less than a minute without discomfort, 24% could manage between one and five minutes and a further 22% could stand for up to ten minutes. The findings from this study emphasise the importance of providing plenty of appropriately placed and designed seating at places where people may have to wait, and along pedestrian routes.



In other I'DGO studies, conducted by OPENSspace – the research centre for inclusive access to outdoor environments,

- 99% of the 572 older people surveyed said that plentiful seating in a local park was important to them.
- 95% said that they would like to have some seats en route to their local open space.

The study also found that the presence of seats, toilets, cafés and shelters in neighbourhood open space were significant predictors of the time participants spent outdoors.

Respondents who reported mobility difficulties placed greater importance on the provision of seats, both at the open space and en route, than those who had no problems getting around day to day.



Image courtesy of Lindsay O'Connor



Recommendations

A lack of purpose-built seating placed at regular intervals in neighbourhood streets limits older pedestrians who, primarily for health reasons, need to stop frequently to rest when walking between their home and local amenities. To enable movement away from an “anything is welcome, sometimes” attitude, and incentivise going outdoors, it is recommended that:

- Some form of seating should be provided at 100m intervals on streets; less than 100m if the neighbourhood is hilly.
- Seating should be set back from the footway, so as not to cause an obstruction or impede the optimum clear footway width of 2000mm.
- Seating should be positioned where people would want to sit, most commonly a well-lit place, with good sightlines, away from sources of noise and air pollution.
- There should be space for a wheelchair user to pull up alongside a seated companion and end parking, on a firm surface, for a wheelchair or mobility scooter.
- The seating should be warm to sit on, comfortable and easily maintained.
- Where possible, it should have arm and back rests and be at a comfortable height for people who have difficulty bending their knees.
- Seating should also be provided at ‘destinations’, such as the local shops, preferably in multiples, so as to encourage social contact.



About this guidance:

The Design of Streets with Older People in Mind was originally published electronically in 2007.

This version of **DSOPM001:**

Seating dates from September 2012 and is available in both hard copy and pdf format. All queries should be addressed to the author, Rita Newton (r.newton@salford.ac.uk), who retains the copyright.

SURFACE

Inclusive Design Research Centre

