St. Fagans Community Council

Minutes of the Annual Meeting
held on Monday 11th May 2025 at 7.00 pm
in St Fagans Village Hall and via Teams

Present:	Councillors	B Devonald (Chair – appointed as Chair during the meeting) P McCarthy (appointed as Vice Chair during the meeting) J Griffiths, F Lewis, J Hughes, C O'Brien
Apologies:	Councillor	A Rao - bereavement
In Attendance:	Councillor Clerk	C Lewis – via Teams H Dyer

Cllr O'Brien, as the outgoing chair, opened the meeting and welcomed everyone in attendance.

Minute No. 26	
1.	**Apologies for Absence** Noted and accepted.
2.	**Election of the Chair for 2026/27** The outgoing Chair invited nominations for the position of Chair for the forthcoming year, and proposed Cllr Devonald, the current Vice Chair. There were no other nominations. Cllr F Lewis seconded the nomination of Cllr Devonald, which was agreed unanimously.
3.	**Declaration of Acceptance of Office of the Chair** Cllr Devonald signed the acceptance of office form, witnessed by the clerk.
Councillor B Devonald in the Chair	
4.	**Appointment of Vice Chairman for 2026/2027** The Chair invited nominations for the position of Vice Chair. Cllr Devonald nominated Cllr McCarthy, seconded by Cllr O'Brien and unanimously agreed. There were no other nominations.
5.	**To receive the report of the retiring Chair** Members noted the report attached at Appendix A.
6.	**Address from New Chair** Cllr Devonald thanked Cllr O'Brien for his service over the past year, particularly when he has had a challenging time, and outlined that the focus for the coming year would be to identify and address priorities and agree deliverables moving forwards.
7.	**To receive the declarations of personal and personal/prejudicial interests** There were no declarations of personal or personal/prejudicial interests.
8.	**Nomination of Council Representatives:** **One Voice Wales (OVW)** Cllr Hughes, the current representative, confirmed his willingness to continue. This appointment was unanimously confirmed. It was additionally agreed that Cllr C Lewis would begin to shadow Cllr Hughes.

	St. Fagans Village Hall Association Cllr O'Brien, the current representative, confirmed his willingness to continue. This appointment was unanimously confirmed.
9.	**Committees:** The following committee membership was agreed: **Planning** It was unanimously agreed that Cllr F Lewis would remain as Chair of the Planning Committee, with Cllrs Devonald, Griffiths, McCarthy serving as members, being joined by Cllr C Lewis. No changes were proposed or made to the terms of reference or operating remit. **Working Groups:** The following working group memberships were agreed: **Flood Working Group** The group to continue with Cllr Griffiths as the lead councillor. **Events Working Group** Cllrs Rao, Hughes and McCarthy to continue serving as members of the events working group. **St. Fagans Battlefield Working Group** The membership of the working group remains unchanged.
10.	**Standing Orders and Financial Regulations** The amended financial and standing orders were proposed, seconded, and adopted.
11.	**Review of the council's and staff subscriptions to other bodies:** • One Voice Wales • Society of Local Council Clerks It was **RESOLVED** to continue membership of these organisations for 2026/2027.
12.	**Review of Risk Assessment Register** Discussed and **RESOLVED** to accept the amended risk assessment register.
13.	**Review of Asset Register** Discussion regarding updating Asset Register. Clerk confirmed that items on the Asset Register do not depreciate in value; when they reach the end of their life they are simply disposed of and removed from the register. Reviewed and agreed.
14.	**Dates and Times of Meetings** It was **RESOLVED** to continue to hold meetings on the first Monday of each month – unless it would fall on a bank holiday, in which case it will be moved to the following Monday.
15.	**To review and agree the training plan for 2026/ 2027** Discussed and RESOLVED to approve the training plan for the forthcoming year.

APPENDIX A

Chair's Report 2025/ 2026

Before I do anything else I want to express my deepest gratitude to Hilary for everything she has done for the Council this year. To juggle the responsibilities of the Clerk and Responsible Officer for a Community Council at the same time as the tragedy of her father's passing and the increasing responsibilities of caring for family members has been nothing short of heroic. I am sure that I am speaking on behalf of all the Council Members when I offer my sincere thanks for persevering with the council to ensure it has a new Clerk, despite having handed in her resignation notice months ago. Courage is often quiet, but we hear it, and we are grateful for it.

When I think of the work this Council does, particularly this year, I am reminded of a quote by Frank Sinatra, "We have done so much for so long with so little, we are now qualified to do anything with nothing". We have funds, but we have only a small piece of land, no hub or meeting place, resources, or powers to affect material changes to roads, parks or living conditions for people within our community, yet we continue to work with those that can make a difference. In particular, my thanks must go to John Hughes for his continuing work with Cardiff Council's Parks team to fix the Westfield Park Slope, the Rhydlafar Park drainage, and tree and bulb planting across the ward.

And of course, my sincere thanks must also go to Frances Lewis, for her diligent scrutiny of planning applications to ensure flora, fauna and people across the Ward are protected and prioritised in the face of the urbanisation of St Fagans. The whole Planning Committee provides an essential role in the Ward, and I hope it continues to champion the bats, birds, badgers, and bumble bees of this little corner of Wales.

We have actioned some brilliant things this year, from Play in the Park events as well as plant swaps, cleared up the orchard, obtained ownership of the village phone box for a library box and fitted a safety gate, planted trees, flowers and libraries in Westfield Park and Trem y Coed. We have been working to install a new path with Cooke and Arkwright, and to secure a hub that the Community Council can use for the benefit of residents of the Ward. I, for one, am excited to see how the Battlefield Working group and the historic village project will turn out.

A few things have slipped through our fingers too though, including two Welsh flags, one village hall extension, one change to a right of way on the Battlefield and one Clerk applicant. We can't win them all I guess.

I am optimistic though. We have some great projects in the pipeline, and with the transfer to Microsoft 365 enacted, new accounting software, and potentially a new hub in the village, I feel we now have the tools we need to affect change where we can.

Unfortunately, that change will include Hilary leaving the Council. Although sad, it is absolutely for the right reasons, and I wish Hilary and her family all the best for the future and look forward to welcoming Alison to the Council.

And to my colleagues on the Council, thank you for your patience with me this year. As the great Jon Bon Jovi once said, "Life is just what happens when you're busy making plans". Ultimately, we are essentially volunteers, and I appreciate all the energy and enthusiasm you bring to the table, and aspire to match it, even when times get tough.

Thank you all,
Chris.

Councillor C O'Brien
Chair: 2025-2026

The Chair closed the meeting at 7.24pm.

Confirmed as a correct record: Dated: 01/06/2026

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Councillor B Devonald
Chair