

# ST BRIDES MINOR COMMUNITY COUNCIL



## MINUTES OF THE ORDINARY MEETING OF ST BRIDES MINOR COMMUNITY COUNCIL HELD ON MONDAY 10<sup>th</sup> JUNE 2024 AT SARN LIFELONG LEARNING CENTRE AND VIA ZOOM

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### PRESENT:

Councillors: Bernard Tiltman (Chair)

E Davies (via zoom)  
Y Walton-Davies  
M John  
D McConnell  
S Morgan  
T Thomas (via zoom)  
M Williams (via zoom)

Apologies: Councillors I Curzon, Rob Teahan-Dyer,  
Paula Ford, T Nicholls & J Williams

Clerk & RFO: Ann Harris

Public: 1 Member of the Public

Minute No: 19/24-25

**20/24-25     ITEM 2 DECLARATIONS OF INTEREST**

<b>Councillor Name</b>	<b>Minute Number</b>	<b>Declaration</b>	<b>Speak/Vote</b>
Emma Davies	25/24-25	Library Services	No/No
Yvonne W-Davies	25/24-25 & 32/24-25	Member Coity Higher Community Council	No/No
Mark John	All relevant  25/24-25 33/24-25	All BCBC Matters including Development Control Ynysawdre CC Tenant Community Garden	No/No  No/No No/No
Dan McConnell	25/24-25	Ynysawdre CC	No/No
Shaun Morgan	None relevant	Tenant Allotment Gardens Bryncethin	No/No
Tim Thomas	All relevant 25/24-25	All BCBC Matters Ynysawdre CC	No/No No/No
Martin Williams	25/24-25 & 32/24-25	All BCBC Matters Vice-Chair Coity Higher Community Council	No/No No/No

**21/24-25     ITEM 3 PUBLIC TO SPEAK**

Dr Paul Davies requested to speak on agenda item 4 the application to Deregister Land at Hirgoed Common and gave many points on this application for the Community Council to consider. Dr Davies will be submitting an objection and asked for the Community Council's support in objecting to it.

**Resolved:** The information was noted. Dr Davies was thanked for making the points he raised and left the meeting.

**22/24-25     ITEM 4 PEDW CONSULTATION REF. LAND AT CEFN HIRGOED**

Following on from the points Dr Davies made, a discussion took place and a proposal was made and seconded to submit an objection to the application, to include the points made by Dr Davies and to include the points raised by council members. It was noted that the closing dates for a response is 28<sup>th</sup> June 2024.

Another matter raised was concerns that the inspection papers for the application are available at Pencoed Library some 6 miles from the St Brides Minor CC wards. This had been raised at a recent Coity Wallia Board of Conservators meeting and it had been agreed that a copy would be available at Sarn Library from Tuesday 11<sup>th</sup> June, however this does not allow for a 28 day inspection period.

**Resolved:** The information was noted. It was unanimously agreed to object to the application. All Councillors were asked to notify as many of the electorate as possible to the availability of The papers at Sarn Library and the Clerk were asked to write to PEDW to ask that the period of

inspection is extended to allow a 28 day period at Sarn Library.

**23/24-25 ITEM 5 TO RECEIVE COUNCILLOR JOHN SPANSWICK, LEADER BCBC**

Councillor Spanswick had sent his apologies after the agenda had been published. He had been advised by BCBC's Monitoring Officer not to attend prior to the General Election on 4<sup>th</sup> July 2024.

As Councillor Spanswick would not have any decision making powers at the meeting it was felt that the pre-election restrictions didn't apply and the low value given to the valleys gateway was disappointing.

**Resolved:** The Clerk had extended an invitation for Councillor Spanswick to attend the September 2024 Ordinary Meeting and awaits a reply.

**24/24-25 ITEM 6 TO READ, CONSIDER AND APPROVE THE MINUTES OF THE MAY 2024 ANNUAL AND ORDINARY MEETING MINUTES**

The Minutes of the May 2024 annual and ordinary meeting had been distributed with the meeting papers.

**Resolved:** The Minutes were accepted and approved as being a true and accurate record and the Chair signed the minutes.

Note: Councilor E Davies did not take part in the discussion on the Finance Committee Recommendations ref. Library Services

**25/24-25 ITEM 7 TO CONSIDER MATTERS ARISING FROM THE MAY 2024 MEETINGS**

**Minute 6/24-25 Consider Matters Arising from the April 2024 Meeting**

**Noticeboard Consent:** This has now been granted and installation will take place asap.

**Youthworks Whitsun Play Scheme:** The weather on the days of the sessions were unfortunately wet and windy with 8 attending in Sarn/Bryncoch and 9 in Bryncethin. The young people enjoyed music workshops and learned how to drum, sing and play guitar together.

**Land Ownership:** A response from BCBC CEO Mark Shepherd had been included in the papers.

**Coity Wallia Conservators:** It was noted that no invitation had been received to attend a meeting with the Conservators as expected.

**Roll of Honour Board:** Permission has been granted by BCBC to move the board onto a wall in the

corridor and this will be arranged asap. The wall behind the board may need to be repaired as it is not clear what is holding it to the wall. It is a very heavy item and the Clerk asked for a volunteer to help the contractor.

### **Minute 11/24-25 Finance Committee Recommendations**

**Library Services:** Following the May meeting the Clerk had contacted Awen Cultural Trust to inform them of the council's decision to reduce their contribution to library services by a third and to request an updated invoice. The Clerk had reminded them of the council's offer to collaborate with them to try and secure funding from elsewhere. The amended invoice is for £9,332 and the Clerk asked for authority to make the payment.

**Benches:** The Clerk asked for exact locations for the 3 benches to be purchased so that they could be ordered and licences applied for.

**Grant Funding Working Group:** The Clerk asked the group to respond to her questions regarding meetings.

### **Minute 15/24-25 Clerk's Report**

**Annual Report:** As the agenda for this month had at the time of publishing been very full, in agreement with the Chair this item has been moved to the July 2024 meeting.

### **Minute 17/24-25 Planning Matters**

**P/24/241/APN** - the Clerk had contacted BCBC to ensure that any consent is only for agricultural use.

**P/16/251/OUT** - the original planning application at Leyshon Way related to Section 106 money for a pedestrian crossing which had never been installed. The Clerk had written to BCBC and had received a response that 20% was payable prior to development (this had been received), 40% is payable prior to occupation of 25% of the market housing units and the remainder is payable prior to occupation of 50% of the market housing units. Upon receipt of the full sum the Local Transport Authority will then be able to make arrangements for a suitable scheme to be implemented.

**Resolved:** The information and action of the Clerk was noted and approved. The Clerk was also asked to write to Coity Wallia Board of Conservators, the other 3 minor authorities, BCBC and Dunraven Estates to request an extra-ordinary meeting for all to discuss concerns regarding governance of the Conservators. Councillor John volunteered to help the contractor with the Roll of Honour board subject to availability. The Clerk was given authority to pay the amended Awen invoice. The Clerk was asked to include Bench Locations as an agenda item for July. The Grant Funding working group asked the Clerk to write to Ynysawdre Community Council regarding working together to seek grant funding for the MUGA.

## **26/24-25 ITEM 8 TO RECEIVE THE CRIME FIGURES FOR APRIL 2024**

There were no South Wales Police in attendance at the meeting.

**Resolved:** The information was noted.

## **27/24-25 ITEM 9 COST OF LAND MAINTAINED BUT NOT OWNED BY SBM CC**

The Clerk had provided a breakdown of grass cutting costs for land maintained but not owned by SBM CC which included Vale View, Sarn Cemetery, Y Cymdda and the top of the Cymdda; a total per year of £5,410.00. The work in each location was discussed, as was Pier Management who are aware of the situation at Vale View and have not responded to the council despite recently inspecting the site.

**Resolved:** It was agreed to ask the council's contractor to cut Vale View as a matter of urgency and invoice Pier Management for the cost and to continue to cut the cemetery and the Cymdda. Councillor M John offered to organise site visits to the areas to ensure councillors are familiar with the locations discussed.

## **28/24-25 ITEM 10 FEEDBACK FROM CHAIRS AND CLERKS MEETING**

A meeting had been held on 4<sup>th</sup> June and invitation extended to all T&CC Chairs and Clerks in the borough. Councillor M Williams reported that it had been well attended with representatives from 14 of the T&CCs, including two cabinet members. The purpose of the meeting was to discuss areas of common concern and to explore ways that there can be more co-operation between councils to collaborate in any way, share resources, jointly procure, deal as one voice in matters relating to external organisations such as One Voice Wales, BCBC etc. Councillor Y Walton-Davies asked if future meetings could include T&CC Forum representatives, but this would be a matter for the group to discuss and decide in the future.

**Resolved:** Following a discussion on many topics, with many ideas suggested, it was agreed that there is an appetite to meet as a group on possibly a quarterly basis, possibly the week before T&CC Forum agendas are set and that the group writes to Mark Shepherd at BCBC to ask for a change in format to the T&CC Forum. A letter would be drafted by St Brides Minor CC and circulated to all T&CCs for approval.

## **29/24-25 ITEM 11 DRAFT LEASE BRYNCETHIN MEMORIAL HALL CAR PARK**

A draft lease had been included in the meeting papers. Points raised were:

Point 19 - the council must have £10m public liability insurance in place.

Point 20 - says the council must reinstate the land to agricultural land at the end of the lease and that there is no automatic renewal of the lease at the end of the term though that is 999 years.

**Resolved:** The information was noted and discussed. The Clerk was asked to obtain a quote to increase the public liability insurance if it is not for £10m and to instruct the council's solicitor that the land was not agricultural land when the lease was verbally agreed.

30/24-25 **ITEM 12 FINANCE & ACCOUNTS including INTERNAL AUDIT REPORT 2023/24 and AUDIT STATEMENT**

**1. Payments**

The Clerk requested authority to make the payments listed for May 2024 totaling £1,940.72. The unaudited balance carried forward to June 2024 is £105,697.57.

**2. Income**

It was noted that income had been received for Rights of Way reimbursement for 2023/24 of £915.00 and for VAT reclaim for 2023/24 of £4,469.03.

**3. Internal Audit Report 2023/24 and Audit Statement**

The meeting papers included the Audit Statement for 23/24 audit, signed by the Internal Auditor along with his Internal Audit Report.

**Resolved:** The information was noted and accepted and authority given to make the payments listed for May 2024. The Internal Audit Report and Audit Statement for 23/24 were accepted and approved. The Chair and Clerk signed the Audit Statement and the Clerk would not prepare to submit the External Audit.

31/24-25 **ITEM 13 CHAIR'S REPORT**

The Chair had attended the Chairs and Clerks Meeting on 4<sup>th</sup> June 2024 and chaired the meeting. In addition he had lit the Lamp Light of Peace opposite the Masons Arms in Bryncethin to mark the D-Day 80<sup>th</sup> Anniversary.

**Resolved:** The information was noted. The blue, red and white floral displays in the wards were also noted to mark the D-Day 80<sup>th</sup> Anniversary.

32/24-25 **ITEM 14 BOROUGH COUNCIL UPDATES/WARD REPORTS**

**Councillor M John:** had made many referrals in the month with most concerning the lack of grass cutting in the borough, the state of the cemetery grass, pot holes and weed clearing. A concern

for Councillor John is that some people attending graves at the cemetery were strimming grass themselves and he had asked BCBC who covers injuries that may occur and is waiting for a response. Councillor John had lit the Lamp Light of Peace outside Sarn Club to mark the D-Day 80<sup>th</sup> Anniversary.

**Councillor M Williams:** informed Members about a social media story concerning a child that was tending a grave or memorial. He asked if anyone could verify the story and find out the contact details and proposed that the council write's to the child for carrying out such an act of kindness.

**Councillor T Thomas:** Councillor Thomas and Councillor John had attended a site visit at the junction of Sarn Hill/Bryncoch Road. He said he'd received many complaints about the appalling Plan B service this month with Sarn and Bryncethin severely affected. Following attendance at a BCBC meeting he had been informed that the service should return to normal in the coming week.

**Councillor S Morgan:** had lit the third Lamp Light of Peace in Bryncoch, outside Bryncethin Memorial Hall.

**Councillor Y Walton-Davies:** Updated Members on a recent Coity Wallia Board of Conservators meeting.

**Resolved:** All information was noted. Councillors would try and find out further information regarding the child carrying out an act of kindness.

### 33/23-24 ITEM 15 CLERK'S REPORT

**Footpath Cwmeri:** The Clerk updated members on previous site visits and correspondence regarding this footpath; it was noted that the Clerk had forwarded the correspondence to the Rights of Way Officer at BCBC to respond; to date nothing had been received.

**Coity Wallia Conservators Meeting:** It was noted that no invitation to attend the recent meeting had been received by the Chair or Clerk. An explanation was given and discussed. Regarding a financial donation, the Clerk updated Members on correspondence that was in the council's files.

**Awen Agreement:** The Clerk had received an agreement to sign from Awen for use of the library for meetings.

**Community Gardens:** When recently corresponding with the Chair of the Community Gardens on a separate matter, the Chair had asked for an update from the council's solicitor on the lease. The Clerk had reiterated that despite a Heads of Terms for a lease being sent to the council some years ago, it was never signed and so there is no lease for that land. The council's solicitor had emailed BCBC on 15<sup>th</sup> January 2024 and chased up a response at a later date, but none had been received.

The correspondence had asked BCB to confirm their understanding of SBM CC's role regarding the land. The Clerk advised the Chair that he would need to wait until BCBC responded to them or he could contact them himself and the Clerk gave him the addressee's name.

**Aluminum Lighting Columns:** The Clerk informed Members that within a week of putting up the floral baskets a lighting column has been changed and the baskets have disappeared. Despite the contractor trying to local the baskets they have not been found. A BCBC Officer is also trying to locate them.

**Queen's Jubilee Green Canopy:** The Clerk informed Members that the slate plaque at the base of the tree planted as part of the Queen's Green Canopy at the Memorial Hall car park has disappeared. This is disappointing not only due to the theft and cost, but they are no longer available to purchase so a replacement is not possible.

**Christmas 2024:** This would be on the July 2024 agenda. The Clerk asked for authority to purchase the additional motifs for Bryncethin as agreed in the precept budget and asked all to consider the requirements of their wards for feedback at the July meeting.

**Resolved:** The information was noted. The Clerk was asked to chase up a response on the footpath at Cwmeri from BCBC, to sign the Awen agreement and to purchase the additional motifs for Bryncethin and to invoice BCBC for the loss of the floral baskets.

#### **34/23-24    ITEM 16 CORRESPONDENCE**

All correspondence had been forwarded by email to Members and with the Chair's permission 5 further items had been added as they were received after the meeting papers had been distributed.

The following were highlighted by the Clerk:

- Porthcawl Town Council - Information on and independent review of the ethical standards framework in Wales consultation.
- Councillor P Ford - resignation
- Councillor R Teahan-Dyer - resignation

**Resolved:** The items of correspondence were noted. Both resignations from Councillors Ford and Teahan-Dyer were accepted. The Clerk was asked to inform BCBC and request Notices of Vacancies to publish.

NOTE: Councillor Mark John did not take part in agenda item 17



**35/24-25    ITEM 17 PLANNING MATTERS**

With the Chair’s consent the Clerk had send out some additional planning information received since the papers for the meeting were distributed.

2 planning requests had been sent out in the month and 4 decision and 0 appeals.

2 Planning Aid Wales event details had been sent out in the month.

**Resolved:** There were no observations or comments made on the planning information.

**36/24-25    ITEM 18 ITEMS FOR THE JULY 2024 ORDINARY MEETING**

- Christmas 2024
- Draft Annual Report 23/24
- Location for Benches 3 Wards

The agenda will be kept open for any items that may arise during the month.

The next meeting of the St Brides Minor Community Council will take place at the earlier date of Monday 1<sup>st</sup> July 2024 at Sarn Lifelong Learning Centre and via zoom at 6.00 pm.

The meeting closed at 8.05 pm.

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Chair of Council

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1<sup>st</sup> July 2024