

# ST BRIDES MINOR COMMUNITY COUNCIL



## MINUTES OF THE ORDINARY MEETING OF ST BRIDES MINOR COMMUNITY COUNCIL HELD ON MONDAY 12<sup>TH</sup> FEBRUARY 2018 AT SARN LIFE LONG LEARNING CENTRE

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### PRESENT

Councillors: E Jones (Chair)  
P Harris  
S Hyde  
D Lewis  
J Lewis  
M Nott  
Y Nott  
J Phillips (left the meeting at 6.55pm)  
G Thomas (left the meeting at 6.55 pm)  
F Watkins  
M Williams

Apologies: L Richards

Clerk: Ann Harris

Public: No public in attendance

Minute No:

**107/17-18 ITEM 2 TO RECEIVE DECLARATIONS OF INTEREST**

Name	Minute Number	Declaration	Speak/Vote
David Lewis	117/17-18	BCBC - Development Control & Planning	No/No
Janice Lewis	117/17-18	BCBC - Development Control & Planning	No/No
G Thomas	117/17-18	BCBC - Development Control & Planning	No/No

**108/17-18 ITEM 3 TO READ, CONSIDER AND APPROVE THE MINUTES OF THE ORDINARY PRECEPT JANUARY 2018 MEETING MINUTES**

**Resolved:** To accept the minutes of the Meeting held on 8<sup>th</sup> January 2018 as a true and accurate record.

**109/17-18 ITEM 4 TO RECEIVE REPORTS FROM PACT MEETINGS**

Councillor F Watkins gave an update on the Bryncethin PACT meeting and informed Members that the meeting night has been changed to the first Monday of the month. Councillor E Jones read through the Sarn and Bryncoch PACT Minutes and Councillor D Lewis gave an update on the meeting including information that the police have changed the way of reporting, that some PACT meetings in the borough would no longer take place and SW Police are looking for witnesses to a robbery and mugging incident at Pandy Park.

**Resolved:** The information given was noted. It was suggested that consideration should be given to inviting representatives of the SW Police to future meeting.

## **110/17-18 ITEM 5 TO CONSIDER MATTERS ARISING FROM THE JANUARY 2018 MINUTES**

### **Minute 96 - Christmas Arrangements**

Letters of thanks had been sent and an email of thanks for her letter had been received from Donna Richards and a verbal thank you from the Credit Union staff.

### **Minute 100 - Finance & Accounts**

3 quotations had been obtained for the Internal Audit and the recommendation by the Finance Committee would be discussed in the Finance and Accounts item.

### **Minute 102 Clerk's Report**

Nant Bryncethin - Councillor J Phillips updated Members on the outcome of a recent meeting.

### **Minute 103 - Correspondence**

A Notice of Vacancy had been displayed for the Bryncoch ward, requests had not been received for a by-election. A Notice of Co-option has now been displayed and the application closes on 5<sup>th</sup> March and all applications will be discussed at the March Ordinary Meeting.

**Resolved:** The information given was noted. The Clerk was asked to write to Huw Irranca Davies AM to raise their concerns and include copies of the correspondence received from BCBC and NRW.

## **111/17-18 ITEM 6 TO ADJOURN IF NECESSARY TO RECEIVE PUBLIC QUESTIONS**

No members of the public were present.

## **112/17-18 ITEM 6 TO DISCUSS THE TOWN AND COMMUNITY COUNCIL CHARTER**

This was discussed.

**Resolved:** It was agreed to accept the Town and Community Council Charter with no additions or comments to be made.

## **113/17-18 ITEM 8 FINANCE & ACCOUNTS**

The Clerk requested authorization to pay the £1,251.13 of invoices for January 2018 and this was agreed. The breakdown of the amounts were as follows:

## Expenditure January 2018

<i>Ref.</i>	<i>Payee</i>	<i>Description</i>	<i>£</i>	<i>p</i>
BP42	Clerk	December 2017 Salary	614	36
BP43	HMRC	PAYE & NI December 2017	171	27
BP44	Wales Audit Office	External Audit Costs	265	50
Chq00047	St Brides Church	Donation re. Carols Event	200	00
<b>Total</b>			<b>£1,251</b>	<b>13</b>

### 2. Balance carried forward to February 2018

The total balance carried forward to February 2018 was £66,995.07. A budget monitoring sheet showing the total breakdown for the January expenditure was distributed to Members.

### 3. Income to Note

The £100 donated by Sarn Action Group had been banked. Interest from the Swansea Building Society of £25.40 had been received.

### 4. Recommendations by the Finance Committee

The Finance Committee had held a meeting on 1<sup>st</sup> February 2018. Its recommendations were made to the Full Council:

- To remove the computer as a named item on the Council's Insurance
- To appoint Mr N Davies as the Community Council's Internal Auditor for 2017/18 following consideration of the 3 quotations received
- The Clerk would look at drafting a Retention Policy in view of the proposed changes in Data Protection coming into force in May 2018

**Resolved:** The information given by the Clerk was noted. The payments for January 2018 totalling £1,251.13 were approved and authorised. The Finance Committee's recommendations were accepted and agreed.

## **114/17-18 ITEM 9 CHAIR'S REPORT INCLUDING ANNOUNCEMENTS AND ENGAGEMENTS**

The Chair did not have anything to report.

**Resolved:** This information was noted.

## 115/17-18 ITEM 10 CLERK'S REPORT

### Health & Safety Training

The Clerk had recently attended a One Voice Wales Health and Safety Training Course and this topic would be included on the March 2018 agenda for further discussion.

### Surplus Selection Boxes

Cylch Meithrin and Flying Start had been unable to accept the offer of the selection boxes as they are part of a healthy eating scheme. The Bryncethin Community Playgroup had accepted some and the Clerk asked for suggestions for the remainder.

### Boundary Commission Review Process of Electoral Arrangements

The Clerk tabled the map and list of electors for discussion and urged Members to respond to the Consultation which runs until the 25<sup>th</sup> of April. Members were also asked to look at the list of streets in their wards, which the Clerk had distributed via email and check that they're correct.

### Memorial Hall Car Park Pot Holes

A Member of the Public has complained about the pot holes and the Clerk had arranged for them to be filled immediately. Councillor P Harris suggested trying a cement/mix alternative. Councillor D Lewis noted that the bollard at the car park entrance had been damaged.

### Town and Community Council Sector Review

The Clerk encouraged Members to complete the four questions of the survey.

### Bins

The Clerk had requested a bin plan from BCBC so that the Community Council has a map of exactly where all the bins in the area are located for consideration on whether there is a need for more.

### Data Protection Officer

The Clerk updated Members on the need for all Councils to engage the services of a Data Protection Officer. It is not yet clear whether the Clerk can carry out this role, if not there will be a financial implication of around £660 per annum.

### Clerk's Meeting at BCBC

The Clerk had attended this meeting, agenda items included the Boundary Commission Review Process for Electoral Arrangements, the Independent Remuneration Panel's Allowance Scheme and the effect on T&CCs budgets, Welsh language preferences for receipt of documents, the plans for

better communication between BCBC and Town and Community Councils, attendance at T&CC Forum meetings and public awareness of T&CCs.

**Resolved:** The information given by the Clerk was noted. The Clerk was asked to donate the remainder of the Selection Boxes to the Aberkenfig Food Bank. It was agreed that Members would submit their own responses to the Boundary Commission Review. It was agreed to try Councillor P Harris' suggestion for the pot holes and the Clerk would inspect the damaged bollard. The Clerk was asked to collate responses to the Town and Community Council Sector Review and submit them on the Council's behalf. It was agreed that Health and Safety and Bins would be included as two separate items on the March agenda.

**116/17-18 ITEM 11 CORRESPONDENCE**

No.	Sender	Details
1.	Boundary Commission for Wales	<ul style="list-style-type: none"> <li>• Email informing the CC about the review and giving the consultation dates</li> </ul>
2.	Maesteg Town Council	<ul style="list-style-type: none"> <li>• Advance notice of an invitation to the Chair and Guest to attend the Mayor of Maesteg's Fund Annual Ball in May and give the date of the Mayor's Garden Party on 15<sup>th</sup> April.</li> </ul>
3.	BCBC	<ul style="list-style-type: none"> <li>• Adult Learning Community Learning Booklet January 2018</li> <li>• Cancellation of T&amp;CC Forum Meeting 29/1/18</li> <li>• Civic Charity Appeals Standing Committee invitation to a Charity Lunch at the Great House on 9/2/18 and Afternoon Tea at the Heronston Hotel on 25/2/18 and an Evening of Entertainment at the Heronston Hotel on 1/3/18</li> <li>• Copy Notice and Scheme Drawings in respect of proposal to introduce 20mph Speed Limit Zone on various roads at Sarn and Ynysawdre and the proposal to introduce speed cushions at Heol Cwrdy, Sarn etc.</li> <li>• Notice of temporary road closure at Canola Junction Sarn on 12<sup>th</sup> February from 1900 to 6.00 am</li> </ul>
4.	One Voice Wales	<ul style="list-style-type: none"> <li>• Info. Re Budget Preparation 2018/19 and Allowances</li> <li>• Welsh Language Promotion Newsletter</li> <li>• UK and Welsh Governments Agree New Welsh Taxes</li> <li>• Future Generations Framework</li> <li>• January Newsletter</li> <li>• Unconfirmed Minutes of the January Area Committee</li> <li>• Scheduled Training Sessions for Bridgend</li> <li>• Bee Friendly Scheme</li> <li>• General Data Protection Regulation</li> </ul>

		<ul style="list-style-type: none"> <li>• Details of the All Wales Public Service Graduate Programme</li> <li>• Review of the Local Council Sector Survey</li> <li>• Welsh Revenue Authority Recruitment</li> <li>• Government Lawyer Vacancy at Welsh Government</li> <li>• The latest edition of the Ombudsman's Casebook no 31</li> <li>• End to local government fees for child burials</li> <li>• Welsh Government public appointment vacancies</li> </ul>
5.	BAVO	<ul style="list-style-type: none"> <li>• Hard copy and email copy of Annual Impact Report 2016-2017</li> <li>• January 2018 Training E-bulletin</li> <li>• Details of Applied Suicide Intervention Skills Training - 2 day course in April</li> <li>• February 2018 funding e-bulletin</li> </ul>
6.	Welsh Government	<ul style="list-style-type: none"> <li>• Letter re. the Review of the Electoral Arrangements for the County Borough of Bridgend. The consultation period begins on 1/2/18 and closes on 25/4/18</li> <li>• Details of an Engagement Event</li> </ul>
7.	Tenovus Cancer Care	<ul style="list-style-type: none"> <li>• Letter regarding the work of the charity and request for the CC to consider them as their charity for the year or make a one-off donation.</li> </ul>
8.	Bryncethin Allotment Society	<ul style="list-style-type: none"> <li>• Two photos showing the progress being made at the allotments to improve and update the site following receipt of the Community Council's donation</li> </ul>
9.	PACT	<ul style="list-style-type: none"> <li>• Sarn and Bryncoch PACT Meeting Minutes 5/2/18</li> </ul>

**Resolved:** The correspondence was noted and the Clerk drew Members' attention to the OVW Scheduled Training Sessions for Bridgend, the Copy Notice and Scheme Drawings in respect of a proposal to introduce 20mph speed limit zone and speed cushions on roads in the area. It was agreed to defer a decision on the Tenovus Cancer Care request to the March 2018 meeting.

## 117/17-18 ITEM 12 PLANNING MATTERS

**Note:** Councillor G Thomas left the meeting for the Planning Item at 6.55 pm  
Councillor J Phillips also left the meeting at this point.

### 1.Applications and Decisions

Reference	Proposal	Location
<b>Applications:</b>		
P/17/958/FUL	Re-modelling of dwelling to include new roof shape, alterations, extension and loft conversion including dormers;	Penybryn Bridgend Road Bryncethin CF32 9DG

	raising of the ground levels to accommodate the erection of a detached garage; installation of retaining walls to support change in ground levels (Amended Description).	
<b>P/17/738/FUL</b>	Proposed covered way extension over existing recycling facility (amended plans received)	42b Aneurin Bevan Avenue Brynmenyn Industrial Estate CF32 9SZ
<b>P/18/13/FUL</b>	Remove an entrance door and replace with glazing; new shop fascia; replace other entrance doors with new to amalgamate two units into one	Units 64/65 Designer Outlet Village Cefn Hirgoed Bridgend CF32 9SU
<b>P/18/4/FUL</b>	Loft conversion with new first floor windows to front and rear elevations.	5 Forest Close Sarn CF32 9SE
<b>Decisions:</b>		
<b>P/18/7/NMA</b>	Non material amendment to P/15/833/FUL (internal remodelling of dwellings and repositioning of doors and windows) <b>Decision: NMA cond consent</b>	and rear of 32 Heol Llansantffraid Sarn CF32 9NW
<b>P/17/996/FUL</b>	Erect external steel structure to support upper end of inclined belt conveyor & short reversible belt conveyor to fill two walking floor trailers to be sited underneath <b>Decision: Conditional Consent</b>	Unit 12 Aneurin Bevan Avenue Brynmenyn Industrial Estate CF32 9SZ
<b>P/17/995/FUL</b>	Single storey extension to provide shower room <b>Decision: Conditional Consent</b>	3 The Retreat Sarn CF32 9UF
<b>P/17/906/FUL</b>	Part conversion of existing outbuilding to 1No. holiday let with associated external alterations (re-submission) <b>Decision: Refusal</b>	The Coppings Bryncethin Bridgend CF32 9YR
<b>Appeal:</b>		
10.00 am	30 <sup>th</sup> January 2018 at BCBC	Land at Ty Risha Penyfai Bridgend



2.Planning Aid Wales (details sent out via email to Councillors)

- Planning4Communities - January 2018 newsletter
- Pre-application Consultation event - 20<sup>th</sup> February 2018

**Resolved:** No objections were raised to any of the planning requests. Other information was noted.

**118/17-18 ITEMS FOR THE MARCH 2018 MEETING**

- Health & Safety
- Bin Provision
- Online Petition - Traffic A4061

**119/17-18 ITEM 14 DATE & VENUE FOR THE NEXT MEETING**

The next Ordinary Meeting of the Community Council will take place on Monday 12<sup>th</sup> March 2018 at Sarn Life Long Learning Centre at 6.00 pm

The meeting closed at 7.08 pm

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Chair of Council

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12<sup>th</sup> March 2018