

# ST BRIDES MINOR COMMUNITY COUNCIL



## MINUTES OF THE ORDINARY MEETING OF ST BRIDES MINOR COMMUNITY COUNCIL HELD ON MONDAY 9<sup>th</sup> SEPTEMBER 2019 AT SARN LIFE LONG LEARNING CENTRE

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### PRESENT:

Councillors: D Lewis (Chair)

N Evans  
P Ford  
J Lewis  
M Nott  
Y Nott  
G Thomas  
K Wilcox  
M Williams

Apologies: Councillors P Harris, E Jones, J Phillips  
And F Watkins

Clerk: Ann Harris

Public: No public in attendance

Minute No:

**46/19-20     ITEM 2 DECLARATIONS OF INTEREST**

<b>Councillor Name</b>	<b>Minute Number</b>	<b>Declaration</b>	<b>Speak/Vote</b>
David Lewis	All relevant 53/19-20	BCBC - incl. Development Control & Planning Member of Coity Wallia Conservators	No/No
Janice Lewis	All relevant	BCBC - incl. Development Control & Planning	No/No
Gary Thomas	All relevant 53/19-20	BCBC - incl. Development Control & Planning Member of Coity Wallia Conservators	No/No

**47/19-20     ITEM 3 TO RECEIVE A PRESENTATION ON THE SUMMER ACTIVITY SCHEME FROM MR MARK HOLMES**

Mr Holmes and his colleague were welcomed to the meeting. The attendance figures for the summer activity scheme were shared, a total of 290 children attended over the six-week period. Mr Holmes gave some feedback on the suitability of the two sites, what activities were carried out and which were the most popular. He said March to October were the best months to hold the scheme as outdoor play is preferable. He informed Members that if they wanted to hold schemes during the remainder of 2019, he could offer two sessions in the autumn half term holidays and 1 a week during term time.

**Resolved:** It was agreed that Mr Holmes would provide the Clerk with costings for both session options as detailed above and the matter would be included on the October agenda for further discussion.

**48/19-20     ITEM 4 TO READ, CONSIDER AND APPROVE THE MINUTES OF THE JULY 2019 ORDINARY MEETING MINUTES**

**Resolved:** The council agreed to accept the minutes of the Meetings held on 8<sup>th</sup> July 2019 as a true and accurate record and the Chair signed the minutes.

**49/19-20     ITEM 5 TO CONSIDER MATTERS ARISING FROM THE JULY 2019 MINUTES**

Minute 34/19-20 Winter Event Arrangements:

Sarn Club have confirmed that they are putting on a Children's Halloween party on 31<sup>st</sup> October and a Children's Pantomime on 3<sup>rd</sup> and 5<sup>th</sup> December; none of the Community Council's events clash with these dates. There was no update on the venue for the Bryncethin Christmas event, but Councillor Thomas confirmed the Christmas lighting for all wards have been arranged.

**Resolved:** The information was noted.

**50/19-20     ITEM 6 TO RECEIVE REPORTS FROM PACT MEETINGS**

The crime figures for May and June 2019 were included in the papers distributed to Members. The September meeting for Sarn/Bryncoch is arranged for 30<sup>th</sup> September, so there was nothing to report.

**Resolved:** The information was noted.

**51/19-20     ITEM 7 TO ADJOURN IF NECESSARY, FOR PUBLIC QUESTIONS**

There were no public in attendance.

**52/19-20     ITEM 8 UPDATE ON BUS SHELTER REFURBISHMENT**

The Clerk had obtained quotations to replace the two bus shelters on Heol Canola, which were much higher than the verbal quote given to the Clerk the previous month. This was discussed.

**Resolved:** It was agreed to go ahead and replace one of the shelters on Heol Canola and to apply to the Town and Community Council Grant Fund to replace two further shelters, 1 on Heol Canola and the other location tbc

**53/19-20     ITEM 9 CORRESPONDENCE FROM COITY WALLIA CONSERVATORS**

The Clerk had received a letter from the Conservators regarding their future financing needs. The letter requested that a Task Group be set up, made up of the 4 councils that surround the common, to include the Clerk and 1 representative that is not a member of the Board of Conservators.

In addition, copies of correspondence on the M4 overbridge barrier between the Conservators and Huw Irranca-Davies had been received.

**Resolved:** Following a discussion it was agreed to be part of the Task Group and the Clerk and Councillor Mel Nott would represent the Community Council. It was noted that the second meeting regarding issues on the common was due to be arranged by Coity Higher Community Council in the coming month.

**54/19-20     ITEM 10 CORRESPONDENCE FROM BRIDGEND TOWN COUNCIL**

The Clerk had received a letter from Bridgend Town Council regarding work needed to repair and maintain the bus station in Bridgend town centre and its future funding and this was discussed.

**Resolved:** The Clerk was asked to reply to the letter asking for a breakdown of the costs involved and to ask what contribution and involvement the bus companies using the station are offering?

**55/19-20 ITEM 11 PLANNING AID WALES/LDP CONSULTATION EVENTS**

The Clerk had circulated details of consultation events taking place in the borough. The one identified for St Brides Minor Community Council would be held on 30<sup>th</sup> September at 6.00 pm at Ynysawdre Parish Hall. If Members wished to attend, they should let the Clerk know so that they could be registered.

**Resolved:** Councillor Paula Ford asked to be registered.

**56/19-20 ITEM 12 FINANCE & ACCOUNTS INCLUDING RECOMMENDATIONS FROM THE FINANCE COMMITTEE**

1.The Clerk requested authority to make the payments listed for July £1,235.47 and August £5,764.31

2.It was noted that the balance carried forward to September 2019 was £81,703.98

3.Income of £20 had been received showing as a refund for an overpayment for cable ties purchased in 2018/19.

4.Library Invoice. This had been received and the Clerk was authorized to pay it.

5.The external audit report has not yet been received, so it is likely that the Clerk will need to arrange an Extraordinary Meeting towards the end of the month to accept and approve the report.

6. The following observations and recommendation were made by the Finance & Resources Committee:

- The Clerk had sold and received payment for the bowser of £700
- Council Budget - reviewed and no potential risks identified
- Risk Management document for 2019/20 - it was recommended that Loss of Money from a private residence of member or employee classification is reduced from high to low.
- Insurance - it was recommended that cyber insurance is taken out and that when the council's insurance is due for renewal that the council considers taking out key worker insurance as should the Clerk be on long term sick then the cost of the cover for the Clerk, possibly some equipment and the Clerk's salary and pension would be due.
- Website Protocols on the Deaths of Senior Royals - it was recommended that the protocols are put in place by the website host at a total cost of £84 for the 3 senior

- Financial Regulations Update - it was recommended that the council's financial regulations be updated to include the change.

**Resolved:** The information was noted. Authority was given to make the payments listed totalling £6,999,78. Authority was given to the Clerk to pay the library invoice. All recommendations from the Finance & Resources Committee were agreed and approved. All other information was noted and accepted.

#### **57/19-20 ITEM 13 CHAIR'S REPORT INCLUDING ANNOUNCEMENTS AND ENGAGEMENTS**

The Chair, Councillor Felicity Watkins, was absent therefore there was no Chair's report.

#### **58/19-20 ITEM 14 CLERK'S REPORT**

##### Special Town and Community Council Forum Meeting

The Chair and Clerk had attended this meeting on behalf of the CC. Nicola Bunston of BCBC had offered to attend all council meetings and a booking had provisionally been agreed for the October meeting.

Three types of presentation were being offered:

- Come along and talk about the consultation, bring some paper copies to share in the community.
- A group of councillors to go through the consultation using clicker pads
- A public meeting to engage in a clicker pad session

##### Lone Worker Training

The Clerk had attended this course which dealt with various types of conflict and safety for lone workers.

##### Computer replacement at the Centre

Councillor Jones had asked the Clerk to find out if the computers at the Centre were being replaced, and if not, if the Community Council could look into this further.

**Resolved:** The information was noted. It was agreed to invite Nicola Bunston to the October meeting to talk about the consultation and to bring some paper copies to share in the community. It was confirmed that the computers in the library are being replaced, but they may be fewer in number.

**59/19-20     ITEM 15 CORRESPONDENCE**

A list of correspondence received and a copy of the correspondence was tabled at the meeting and the Clerk drew Members' attention to the OVW Annual Conference & AGM, the OVW South Wales Training Programme and the Town and Community Council Fund 2020/21 confirmation.

**Resolved:** The correspondence was noted. It was agreed that Councillor Martin Williams would attend the OVW Annual Conference & AGM and the cost would be shared with Coity Higher Community Council, that Councillor Ford would attend Code of Conduct training and the T&CC Fund would be included on the October agenda.

Note: Councillor G Thomas left the meeting at 6.50 pm

**60/19-20     ITEM 16 PLANNING MATTERS**

**1.Applications and Decisions**

All applications and decision were noted.

The Planning Aid Wales updates were noted.

**Resolved:** The information was noted and no objections were made.

**61/19-20     ITEM 17 ITEMS FOR THE SEPTEMBER 2019 ORDINARY MEETING**

- Town and Community Council Fund 2020/21
- Activity Scheme
- LDP Consultation Event
- Projects 2020/21 - Further ideas for precept

**Resolved:** It was agreed to keep the agenda open for items that may be added during the month.

**62/19-20     ITEM 18 DATE & VENUE OF THE NEXT MEETING**

The next meeting of the St Brides Minor Community Council will take place on Monday 14<sup>th</sup> October 2019 at Sarn Life Long Learning Centre at 6.00 pm

The meeting closed at 7.00 pm

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Chair of Council

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9<sup>th</sup> September 2019