

ST BRIDES MINOR COMMUNITY COUNCIL



MINUTES OF THE ORDINARY MEETING OF ST BRIDES MINOR COMMUNITY COUNCIL HELD ON MONDAY 4th JULY 2022 AT SARN LIFE LONG LEARNING CENTRE AND VIA ZOOM

PRESENT:

Councillors: M Williams (Chair)
R Teahan-Dyer (via zoom)
P Ford (via zoom from 6.15 pm)
E Jones
M John
D McConnell
S Morgan
T Nicholls
T Thomas (via zoom)
L Thorne
B Tiltman
Y Walton-Davies (from 6.12 pm)

Clerk: Ann Harris

Public: 3 members of the public attended

Minute 35/22-23 - None all Members present

The Chair welcomed all new Members to the meeting.

36/22-23 ITEM 2 DECLARATIONS OF INTEREST

Councillor Name	Minute Number	Declaration	Speak/Vote
Paula Ford	All relevant	All BCBC Matters	No/No
Mark John	All relevant including Development Control	All BCBC Matters	No/No
Tim Thomas	All relevant	All BCBC Matters	No/No
Martin Williams	All relevant incl. Development Control	All BCBC Matters	No/No

37/22-23 ITEM 3 TO APPROVE THE MINUTES OF THE JUNE 2022 ORDINARY AND EXTRAORDINARY MEETING

The minutes of the June 2022 Ordinary and Extraordinary Meetings dated 13th June 2022 had been Circulated to Members prior to the meeting.

Resolved: The council agreed to accept the minutes of the June Meetings held on 13th June 2022 as a true and accurate record and the Chair signed the minutes.

38 /22-23 ITEM 4 TO CONSIDER MATTERS ARISING FROM THE JUNE 2022 MINUTES

Extraordinary Minutes: No Matters Arising

Ordinary Meeting:

Minute 17/22-23 Item 4 To Consider Matters Arising from the May 2022 Minutes

Planter Wigan Terrace: The contractor has been instructed and the Clerk has applied to BCBC for a licence.

Memorial Bench: The Clerk has been in touch with Coity Wallia Conservators and Dunraven Estates Manager to request permission to install a bench on the Cymdda and awaits a reply.

Minute 19/22-23 Item 6 To Receive BCBC Officer Joanne Choat to Discuss Litter Issues

No further information has been received to date from BCBC Officer Joanne Choat. The Clerk had provided all Members with a map of the bin locations.

Bin outside Sarn Centre - The Clerk had made enquiries from the Sarn Centre Management about the previous bin and why it was removed and updated Members on her findings.

Minute 20/22-23 Staff Confidential

The Chair had met with the Clerk and discussed her contract of employment and salary. He gave feedback and a recommendation to Members and these were discussed.

Note: The Members of the Public and the Clerk left the meeting for the Staff Confidential item and returned for the Draft Training Plan update.

Minute 21/22-23 Item 8 Draft Training Plan 2022/2023

A date for the Finance Meeting has been set for 25th July 2022. All requested training has been booked.

The Training Plan now needs to be reviewed to include the recently co-opted Members. As agreed at the May Annual Meeting committees will be reviewed at the September meeting and I will update the training plan after that date.

Minute 24/22-23 Item 11 Finance & Accounts

The council's annual insurance has been renewed.

Minute 25/22-23 Item 12 Chair's Report

The Clerk has requested a quote for engraving the chains of office, but it has not yet been received.

Minute 27/22-23 Item 14 Clerk's Report

Children's Activity Scheme:

A poster for the summer scheme has been circulated to members and put on the council's website.

Resolved: All information and action of the Clerk was noted. The Chair's recommendations regarding the Clerk's salary were unanimously agreed.

39/22-23 **ITEM 5 TO RECEIVE THE CRIME FIGURES FOR APRIL 2022**

The crime figures for May 2022 had been sent out in the month for information as they were not available in time for the July 2022 meeting. It was noted that the fire lighting in Jubilee Crescent continues. It was proposed that the PCSOs are asked to attend the September meeting and regularly thereafter.

Resolved: The information was noted. The Clerk was asked to request that the PCSOs attend the September meeting and regularly thereafter.

40/22-23 **ITEM 6 CO-OPTION SARN WARD**

One application had been received for the co-option to the Sarn Ward and this was considered and discussed.

Resolved: It was unanimously agreed to co-opt Emma Davies to the vacancy for the Sarn Ward.

41/22-23 **ITEM 7 CLIMATE CHANGE AND HIGHWAYS**

Councillors Yvonne Walton-Davies, Elaine Jones and Mark John spoke on this matter. Concerns were raised regarding water coming off the Mynydd y Ger mountain in the Bryncethin Ward, the washed out gully revealing a water mains pipe, stones flooding down the mountain etc. and these were discussed. Councillor Tim Thomas had made a referral about these concerns.

Concerns were also raised about the lack of consultation on the proposed car park and the plans for a solar farm. These were noted.

Resolved: Councillor Thomas was asked to chase up the action on his referral. The Clerk was asked to write to BCBC about the Community Council's concerns and to copy in the MP and AM. Councillor Walton-Davies would provide the Clerk with further information.

42/22-23 **TREES HEOL CANOLA**

Previously a resident had requested the cutting back and/or removal of the copse of trees on Heol Canola as they are affecting light to his premises. The Community Council had considered this and two dead trees had been removed and the foliage overhanging the pavement had been removed by a tree surgeon. The tree surgeon had advised no further action as to cut back the trees would result in on-going costs and maintenance and to remove healthy trees is not advisable. This matter had been deferred to the July meeting for further action to be considered. Councillor Ford said she'd attended a meeting at the resident's house in her role as a BCBC Councillor. The request was considered and discussed.

Resolved: It was unanimously agreed that following the maintenance that had been carried out that no further action would be taken. The Clerk was asked to inform the resident.

43/22-23 **ITEM 9 CHRISTMAS 2022**

The Community Council had resolved some time ago to purchase some more motifs for the Sarn and Bryncoch area and the Clerk had actioned that resolution. The Clerk requested that Councillors consider whether any further action was needed and what events would be supported.

Councillor Yvonne Walton-Davies informed Members that the wards have been included in the Round Table tractor run map for 2022.

Resolved: It was unanimously agreed that this item would be deferred to the September meeting.

44/22-23 **ITEM 10 FINANCE & GOVERNANCE TOOLKIT**

The emails regarding this toolkit had been sent out to all Members, it is a very large document and requires Councillors attention and action. The Clerk asked that all Councillors ensure they read the documents and the item be deferred to the September meeting for full discussion.

Resolved: The Clerk's request was unanimously agreed.

45/22-23 **ITEM 11 FINANCE & ACCOUNTS**

1. Payments June 2022

Authorisation was requested for the June 2022 payments totaling £2,429.90. The internally audited balance carried forward to June 2022 was accepted, as was the updated budget monitoring sheet for June.

2. Income

It was noted that a total of £14,195.63 in VAT reclaims for 2020/2021 and 2021/2022 had been received. The budget monitoring sheet had been updated to reflect the VAT income.

Resolved: The payments for authorisation for June 2022 were accepted and authorized. The income was noted. All amendments to the budget monitoring sheet were accepted and approved.

46/22-23 **ITEM 12 CHAIR'S REPORT**

The Chair welcomed all new Members to the meeting and following the night's co-option was pleased to note that St Brides Minor Community Council now had a full council.

Resolved: The welcome was noted.

47/22-23 **ITEM 13 MEMBERS/WARD REPORTS**

Councillor Bernard Tiltman introduced himself to all Members and requested a ward boundary map from the Clerk.

Councillor Elaine Jones reminded Members that the actions promised by BCBC for the cemetery have still not been conducted.

Councillor Tim Thomas updated Members on the adoption of the road at the Clos Tyn y Coed development. He also informed Members that he'd asked for consultation on the play area, gave an update on the donated bench and its location and when the memorial items will be removed, he also gave a brief outline on what he envisages as a memorial when the bench is installed. He also requested that the bench at Rees Row/Morse Row is replaced with a Lest we Forget bench.

Councillor Rob Teahan-Dyer asked if an alternative bin could be located outside Sarn Centre, perhaps with a fire-retardant sleeve?

Resolved: All information was noted. The Clerk was asked to circulate a boundary map to all Members for information. The Clerk would chase up the cemetery actions. It was agreed to replace the bench and the Clerk would investigate its installation and obtain a quotation. It was agreed that the Clerk would investigate sturdier/fire retardant bins and speak to the Sarn Centre Management.

48/22-23 **ITEM 14 CLERK'S REPORT**

Noticeboards:

The Clerk requested that Members consider the provision of council noticeboards in the 3 wards to enable her to fulfil the council's duty to publish certain documentation throughout the year.

Website Update:

The Clerk requested authority to update the council's website to make it more user friendly with information easily identified. A quote had been obtained for the work of £28 plus VAT.

Resolved: The Clerk was given authority to update the website and to obtain quotes. Authority was given to install 3 noticeboards with the appropriate planning permissions.

49/22-23 ITEM 15 CORRESPONDENCE

All correspondence had been forwarded by email to Members and with the Chair's permission some additional correspondence had been included which had been received following the circulation of the meeting papers.

The Clerk drew Members' attention to the following:

- SW Fire Service - pre-consultation document
- Resident - letter ref. Junction 36 Common Land

Resolved: The correspondence and action of the Clerk was noted. The Clerk was asked to acknowledge receipt of the residents' views.

Note: Councillors John and Williams declared an interest and did not take part in item 16 on the agenda. Councillor Elaine Jones chaired this item on the agenda.

50/22-23 ITEM 16 PLANNING MATTERS

1 application and 4 decisions had been circulated in the last month; there were no appeals. In addition, 1 email from Planning Aid Wales had been sent to Members.

Resolved: The planning documents were discussed, there were no objections to the planning applications.

51/22-23 ITEM 17 ITEMS FOR THE SEPTEMBER 2022 ORDINARY MEETING

- Finance and Governance Toolkit
- Recommendations by the Finance Committee
- Review Committee Membership
- Christmas 2022

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

The next meeting of the St Brides Minor Community Council will take place on Monday 12th September 2022 at 6.00 pm at Sarn Centre and/or via Zoom.

The meeting closed at 7.23 pm

.....
Chair of Council

.....
12th September 2022