

ST BRIDES MINOR COMMUNITY COUNCIL



MINUTES OF THE ORDINARY MEETING OF ST BRIDES MINOR COMMUNITY COUNCIL HELD ON WEDNESDAY 21st SEPTEMBER 2022 AT SARN LIFE LONG LEARNING CENTRE AND VIA ZOOM

PRESENT: M John (Vice-Chair) chaired the meeting from 6.00 pm until 6.18pm
M Williams (Chair) - via zoom from 6.18 pm

E Davies (via zoom from 6.23 pm)
R Teahan-Dyer
P Ford
E Jones
D McConnell (via zoom)
S Morgan
T Nicholls
T Thomas (via zoom)
L Thorne
Y Walton-Davies (from 6.18 pm)

Clerk: Ann Harris

Minute 52/22-23 - Apologies Councillor B Tiltman

The Chair welcomed Councillor E Davies to her first meeting at 6.23 pm.

53/22-23 ITEM 2 DECLARATIONS OF INTEREST

Councillor Name	Minute Number	Declaration	Speak/Vote
Emma Davies	55/22-23 62/22-23 65/22-23 67/22-23	Employee Awen Cultural Trust - Library Services at Sarn Centre	No/No
Paula Ford	All relevant	All BCBC Matters Coity Wallia Board of Conservators	No/No No/No
Mark John	All relevant including Development Control	All BCBC Matters	No/No
Terry Nicholls	69/22-23	Member Ynysawdre Community Council	No/No
Tim Thomas	All relevant	All BCBC Matters Member Ynysawdre Community Council	No/No Yes/No
Martin Williams	All relevant incl. Development Control	All BCBC Matters	No/No

54/22-23 ITEM 3 TO APPROVE THE MINUTES OF THE JULY 2022 ORDINARY AND MEETING

The minutes of the July 2022 Ordinary Meeting dated 4th July 2022 had been circulated to Members prior to the meeting.

Resolved: The council agreed to accept the minutes of the July Meeting held on 4th July 2022 as a true and accurate record and the Chair signed the minutes.

55 /22-23 ITEM 4 TO CONSIDER MATTERS ARISING FROM THE JULY 2022 MINUTES**Ordinary Meeting:****Minute 38/22-23 Item 4 To Consider Matters Arising from the June 2022 Minutes**

Planter Wigan Terrace: Permission granted by V2C for the installation. The planter's been delivered and will be planted for winter and installed as soon as the old one is removed.

Memorial Bench: Unfortunately permission has been delayed due to the passing of the Clerk, Doug John.

Littering: Contact information for future litter picking has been received from BCBC Officer, Joanne Choat.

Bin Sarn Centre: The Clerk had spoken to the Manager who informed her that the bin had been removed due to H&S issues as it was being used for dog waste which the staff couldn't remove. They asked for consideration of a replacement bin to be put on hold until recent anti-social behaviour in the area is dealt with. The Clerk informed Members that if an independent contractor is employed to empty the bin it costs approximately £15 per empty.

Chain of Office Engraving: The Clerk is still waiting for a quote.

Minute 41/22-23 Climate Change and Highways

The Clerk had not yet written the letter as she was waiting on Councillor Walton-Davies to supply the information as requested at the July meeting and noted in the July minutes.

Councillor Tim Thomas had not received an update on his referral to BCBC.

Minute 47/22-23 Members/Ward Reports

Sarn Cemetery Update: The Clerk had not yet received an update from the BCBC Officer on this matter. Councillor M John supplied some additional information.

Lest We Forget Bench: This will be a like for like bench so will not require a licence. The Clerk had obtained a quote of £1,536 excl. VAT but including leg extensions and delivery. This did not include installation which would be £145.

Boundary Map: The Clerk had requested one from BCBC. In the meantime the maps are on the website.

Noticeboards: The Clerk had obtained quotes from Greenbarnes double board £1,284.18 and single £711.83 both excluding VAT, installation and planning permission fees. The Clerk was awaiting a quote for less robust but cheaper ones.

Resolved: All information and action of the Clerk was noted. The Lest We Forget Bench was discussed and it was unanimously agreed to purchase the bench at the price quoted and arrange its installation. A decision on noticeboards would be made once another quote had been received.

56/22-23 ITEM 5 TO RECEIVE THE CRIME FIGURES FOR MAY AND JUNE 2022

The crime figures for May and June had been circulated to Members and these were Discussed. SW Police had been invited to the meeting but were unable to attend.

Resolved: The information was noted. The Clerk was asked to invite representatives of the Community Safety Partnership to the next meeting.

57/22-23 ITEM 6 REVIEW 2022/2023 COMMITTEE MEMBERS

At the start of the new council in May there were only 5 Council Members which had to represent all committees. It was agreed that as soon as full council membership was reached, these would be reviewed. This was discussed.

Resolved: It was unanimously agreed that Councillor E Davies would replace Councillor Y Walton-Davies on the Finance & Resources Committee and Councillors Leigh Thorne and Tim Thomas will replace Councillors Mark John and Martin Williams on the Staff and Disciplinary Committees. Clerk to check with OVW that Councillor E Davies could sit on this committee as part of the discussion would be finance for the library where she is a staff member.

58/22-23 ITEM 7 REVIEW TRAINING PLAN 2022/23 TO INCLUDE CO-OPTED MEMBERS

When the first draft of the plan was pulled together in May there were only 5 Council Members. The Clerk had prepared a new plan to include all Members and this was approved for publication and booking. This was discussed.

Resolved: Members were asked to contact the Clerk to let her know if they wanted to add in or remove any training asap.

Note: Councillor M John did not take part in item 8 as he is a Community Garden Tenant. He left the meeting at 6.40 pm and returned at 6.55 pm

59/22-23 ITEM 8 ALLOTMENT/COMMUNITY GARDEN REPORT

The Clerk had met with the Chair and two other committee members and following that discussion had prepared a report which had been sent out with the meeting papers. This was discussed by Members in detail.

Resolved: The Clerk was asked to invite the Community Garden Committee Members to the October meeting so that they could meet the councillors, inform them of their needs and wishes going forward and councillors could then ask questions. The Clerk was asked to find out

further information regarding the leased land and whether planning permission had been sought for the two containers.

60/22-23 ITEM 9 REPRESENTATIVE LOCAL ACCESS FORUM

An opportunity for one councillor in the borough to be a T&CC representative for the borough on the Local Access Forum has arisen and the details of the position and an application form had been sent to Members. Councillor Yvonne Walton-Davies had expressed an interest in applying for the position.

Resolved: It was unanimously agreed that Councillor Walton-Davies would complete the application and forward to BCBC.

61/22-23 ITEM 10 DOG WASTE BINS

Councillor Mark John highlighted the need for additional dog waste bins in the wards and this was discussed.

Resolved: It was unanimously agreed that the borough councillors would put in a referral to BCBC to request additional bins.

62/22-23 ITEM 11 CHRISTMAS 2022

The Clerk informed Members of the previous provision in the wards and how a previous resolution had agreed to further increase the lighting column motifs in the Sarn and Bryncoch wards.

Councillor P Ford gave an update on the history of the Bryncethin event.

A Christmas film day was suggested for the library.

Resolved: It was agreed that the Clerk would organize the same as the previous year and add additional column motifs in Sarn and Bryncoch as previously agreed. The budget for the additional provision was already in place. Councillor E Davies was asked to put a proposal in writing to the Community Council of her ideas on Christmas event/s for children.

63/22-23 ITEM 12 LOCAL BOUNDARY REVIEW

When the last Local Boundary Review took place and some Community Councils were merged from a borough councillor point of view, it was hinted at that BCBC would conduct a whole borough boundary review though no timescale had been set. This was discussed.

Resolved: The Clerk was asked to write to BCBC to ask what their plans are for that review.

64/22-23 **ITEM 13 FINANCE & GOVERNANCE TOOLKIT**

It was proposed that this item be deferred to the Finance and Resources Committee Meeting to be held on 12th October for recommendations to be made to full council.

Resolved: It was unanimously agreed to defer this item to the Finance and Resources Committee.

65/22-23 **ITEM 14 FINANCE & ACCOUNTS**

1. Payments July and August 2022

Authorisation was requested for the July (£3,127.03) and August (£4,662.82) 2022 payments.

2. Income

There was no income in the month.

3. IRPW Reporting of Allowances Taken in 2021/22

These have been reported to the IRPW and published on the Council's website.

4. 2021/2022 Audit

The External Audit was completed and sent to the Wales Audit Office in July. One query had been received on the variances, which has been answered. The Community Council's been asked to also receive a full audit by the Auditor and the files and papers were delivered to them on 14th September.

Note: Councillor E Davies left the meeting for this item and returned straight afterwards.

5. Library Services

The cost of the library services invoice had been received by the Clerk showing an increase of £1,392 for the year, which had increased since the precept setting which was based on the previous year's funding at £10,200. This was discussed.

6. Financial Requests

A previous request for funding for Christmas selection boxes from Bryncethin Community Centre was due to be discussed, in the meantime a second request had been received from them for an autumn event. A request from the Heol y Mynydd Community Garden Committee had also been deferred to this meeting. These were all discussed.

7. Recommendations to Full Council from the Finance & Resources Committee

- There were no potential risks identified in the review of the budget.
- That the salary budget line is updated in line with the Clerk's recent salary increase
- To note that only £1,030 of the Councillor Allowances budget line has been used to date
- To adjust the Coity Wallia Conservators budget line by £1,750 as this had been paid in the previous financial year.
- To update the Council's Allowances Policy to include the most recent change by the IRPW that a maximum of £30 can be paid as an Attendance Allowance.
- To plan for the precept 2023/24 and the following years of office:
 - 12th September Ordinary Meeting - councillors to go away and think about what they'd like to be included in the budget for 2023/23
 - 10th October Ordinary Meeting - councillors to bring those ideas to the meeting for discussion
 - 12th October Finance & Resources Meeting - discuss further and Clerk to obtain quotes for suggested projects and items
 - October 2022 - consult with public online and paper copies of a survey in the library
 - November 2022 - Finance & Resources Meeting to meet again and draft precept 2023/24 budget
 - December 2022 - draft precept 2023/24 discussed and budget set by full council for 2023/24.
- Items for the next agenda Finance & Governance Toolkit and the 5 Year Plan
- Date of next meeting 12th October 2022 at 6.00 pm

Resolved: The payments for authorisation for July and August 2022 were accepted and authorized. The Clerk was asked to respond to the Library Services increase to let them know the Community Council's disappointment at the increase as the Community Council's budget is already set for the year. It was agreed to invoice the Community Garden Committee to the October meeting and to defer the request for a donation to the November meeting. In line with the Community Council's Financial Regulations only one donation could be awarded to an organization in a financial year. It was unanimously agreed that the Clerk was asked to contact

Bryncethin Community Centre and offer them a donation of £200 towards their autumn/winter events. All Finance Committee recommendations were accepted and approved.

66/22-23 ITEM 15 CHAIR'S REPORT

The sad passing of HM Queen Elizabeth II was noted. The Chair had received an invite to attend BCBC's Proclamation Event which he attended, followed by another event at Bridgend Town Council.

Resolved: The information was noted.

67/22-23 ITEM 16 MEMBERS/WARD REPORTS

Councillor P Ford - had received many complaints regarding the state of the common, dealt with many housing referrals and attended the Food Bank which is busy and a fantastic facility. She informed Members that she's requested benefit training to support those seeking assistance from her and updated Members on the Warm Hubs that are being set up for the winter in the borough, using libraries, community centres and leisure centres.

Councillor M John - highlighted the problem with a lack of housing, anti-social behaviour, fires on the common and in Jubilee Crescent. He'd also attended a public consultation with Cenin Renewals on the proposed solar farm.

Councillor T Thomas - noted that anti-social behaviour figures had increased and believes the reporting is just the tip of the iceberg. He'd attended a meeting with Cwm Taff Health Trust regarding the future of Bryncethin Clinic which had closed due to H&S issues and he's waiting on confirmation that these services will remain in the community. He also gave an update on the proposed memorial bench.

Resolved: All information was noted. The Clerk would continue to chase permission from the landowner, Dunraven Estates, for the memorial bench. The Clerk was asked to invite representatives of Cenin Renewables to a future meeting and supply their brochures in advance of the meeting.

68/22-23 ITEM 17 CLERK'S REPORT

Sad News: Councillors were saddened to hear of the death of Doug John, Clerk to the Coity Wallia Conservators. He had always been pleasant, helpful and knowledgeable to deal with regarding all matters of the Common. The Clerk had sent a sympathy card from the council to his family

Remembrance Wreaths: The Clerk has ordered two wreaths, one for the Tondu service and another for either the Bryncethin or BCBC service.

New Logo/Letterhead: The Council's logo had to be redrawn for the logo on the new planter for Wigan Terrace as the existing one was not good enough quality to use. At the same time, an improved headed paper has been designed using the new logo.

Fly Tipping: An incident of fly tipping outside Filco had been referred to the Clerk who had contacted the Manager of Filco to ask for its removal.

Lease for the Memorial Hall Car Park: The lease and plan received from Dunraven Estates has been passed to the Council's solicitor for checking, but he has been taken ill so a response has been delayed.

Chippings on Bryncoch Road: An issue with chippings on Bryncoch Road was reported to the Clerk for information and to Councillor M John to refer to BCBC.

Summer Activity Scheme: The Youthworks scheme appears to have been very successful.

Resolved: The information and action of the Clerk was accepted and approved regarding the sympathy card, remembrance wreaths, referrals and logo/letterhead. The Clerk was asked to invite Youthworks to the October meeting.

69/22-23 ITEM 18 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:

- That the Innovative Practice Conference due to be held on 14/9/22 had been postponed due to the period of official mourning.
- Dunraven Estates - update on lease for Memorial Hall Car Park
- Ynysawdre CC request for sharing an online platform
- Cerebral Palsy Wales - request for funding
- Children's Air Ambulance Wales - thank you for a donation made in March

- Proclamation of the new Monarch invite from BCBC - Councillor Williams as Chair had attended
- Ynysawdre CC correspondence regarding the proposed CAT of Pandy Park

Resolved: The correspondence and action of the Clerk was noted. Councillor Tim Thomas gave further information regarding the correspondence from Ynysawdre CC

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.

70/22-23 ITEM 19 PLANNING MATTERS

With the Chair’s permission some additional planning applications had been included which had been received following the circulation of the meeting papers with a response needed before the next meeting.

5 applications and 7 decisions had been circulated in the last month; there were no appeals. In addition, 5 emails from Planning Aid Wales had been sent to Members.

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

71/22-23 ITEM 20 ITEMS FOR THE OCTOBER 2022 ORDINARY MEETING

- Invite SW Police to the October meeting and representatives of the Community Safety Partnership
- Invite Mark Holmes to the October meeting
- Invite Community Gardens Committee to the October meeting

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 10th October 2022 at 6.00 pm at Sarn Centre and/or via Zoom.

The meeting closed at 8.24 pm

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Chair of Council

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10th October 2022