

# ST BRIDES MINOR COMMUNITY COUNCIL



## MINUTES OF THE ANNUAL MEETING OF ST BRIDES MINOR COUNCIL HELD ON MONDAY 12<sup>th</sup> MAY 2025 AT SARN CENTRE AND VIA ZOOM

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### PRESENT

Councillors:	Bernard Tiltman (Chair for items 1,2 & 3)
	Shaun Morgan (Chair items 4 onwards)
	C Booton
	I Curzon
	E Davies (via zoom)
	P Deenik
	Y Walton-Davies
	M John
	D McConnell
	T Nicholls
	T Thomas
	M Williams
No Apologies:	Councillor T Miles
Clerk & RFO:	Ann Harris
Public:	No public

**1/2025      TO RECEIVE APOLOGIES FOR ABSENCE**

As above.

**2/2025      TO RECEIVE DECLARATIONS OF INTEREST**

<b>Councillor Name</b>	<b>Minute Number</b>	<b>Declaration</b>	<b>Speak/Vote</b>
Mark John	All relevant incl.	All BCBC Matters	No/No
Tim Thomas	All relevant	All BCBC Matters	No/No
Martin Williams	All relevant	All BCBC Matters	No/No

**3/2025      TO APPOINT A CHAIR FOR THE YEAR 2025/26**

Councillor S Morgan was proposed and seconded as Chair. A vote was taken.

The Chair's Chain of Office was presented to Councillor Morgan

**Resolved:**

Councillor S Morgan was unanimously elected Chair of Council and took over chairing the meeting from this point. Councillor Morgan signed a Declaration of Acceptance of Office.

**4/2025      TO APPOINT A VICE-CHAIR FOR THE YEAR 2025/26**

Councillor T Thomas was proposed and seconded as Vice-Chair. A vote was taken.

A Vice-Chair's Chain of Office was presented to Councillor Thomas.

**Resolved**

Councillor Tim Thomas was unanimously elected Vice-Chair of Council and signed a Declaration of Acceptance of Office.

**5/2025 TO RECEIVE A COPY OF THE MINUTES OF THE ANNUAL MAY 2024 MEETING AS AN AIDE MEMOIRE**

The minutes were received and noted.

**6/2025 TO DETERMINE A TIMETABLE OF MEETINGS FOR 2025/2026**

The Clerk had distributed a list of meetings for the year.

**Resolved:**

It was unanimously agreed that the council meetings would remain on the 2<sup>nd</sup> Monday of the month and start at 6.00 pm with the exception of the May meeting which would follow the Ordinary Meeting, there is no meeting in August and the July meeting has been brought forward a week to allow for the Clerk's annual leave.

**7/2025 TO APPOINT COMMITTEES AND AGREE THEIR TERMS OF REFERENCE:**

The Clerk had circulated the Terms of Reference in advance of the meeting and these were approved and accepted

**Resolved:** the following would serve on the committees as set out below:

**FINANCE COMMITTEE**

- Councillor Ian Curzon
- Councillor Emma Davies
- Councillor Shaun Morgan (Chair of Council)
- Councillor Tim Thomas (Vice-Chair of Council and Chair of Finance)
- Councillor Terry Nicholls
- Councillor Martin Williams

**STAFF AND DISCIPLINARY COMMITTEES**

- Councillor Ian Curzon
- Councillor Dan McConnell
- Councillor Shaun Morgan (Chair of Council)
- Councillor Tim Thomas
- Councillor Martin Williams

**8/2025    TO APPOINT REPRESENTATIVES TO THE FOLLOWING:**

**Resolved:**

- It was unanimously agreed to the following:
  - BCBC T&CC Forum - Councillor Yvonne Walton-Davies
  - Coity Wallia Board of Conservators - Councillors Mark John and Shaun Morgan and Cllr B Tiltman as reserve if one of the representatives could not attend a meeting.
  - One Voice Wales Area Committee - Councillor Ian Curzon
  - One Voice Wales Larger and Annual Meetings, plus Conferences - Councillor Shaun Morgan

**9/2025    TO NOTE THE 2025/2026 ALLOWANCES FOR THE CHAIR AND VICE CHAIR AS AGREED AT THE DECEMBER 2024 PRECEPT MEETING**

It was noted that allowances would be paid in line with the amounts set out in the above meetings and in the timescales agreed in the Allowances Policy

**Resolved:** The Clerk circulated an opt-out form and asked all Members to complete it and return it to her at the end of the meeting. An electronic copy had been sent out to those attending remotely.

**10/2025    TO AGREE THE INTERNAL AUDITOR FOR THE 2024/25 AUDIT**

It was noted that the agreed auditor for the financial year 2024/2025 was Mr N Davies, however this arrangement had changed and an alternative internal auditor had been found.

**Resolved:**

It was agreed to engage KLG Services as the internal auditor services for financial year ending 31<sup>st</sup> March 2025.

**11/2025    TO AGREE THE COUNCIL'S SOLICITOR FOR 2025/26**

**Resolved:**

It was unanimously agreed that the council would continue to use Berry Smith Solicitors

and DP Law Solicitors

**12/2025    AGREEMENT BY ALL TO ADOPT THE COUNCIL’S CODE OF CONDUCT AND CURRENT  
STANDING ORDERS, FINANCIAL REGULATIONS AND CURRENT POLICIES.**

All Councillors agreed to adopt the Code of Conduct and current Standing Orders, Financial Regulations and current policies.

The meeting closed at 6.18 pm

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Chair of Council

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9<sup>th</sup> June 2025