

**Draft Summary of the Ordinary Meeting of St Brides Minor Community Council held on Monday  
8<sup>th</sup> September 2025 at Sarn Lifelong Learning Centre and via Zoom**

**Attendance:** Cllrs C Booton, E Davies, Y Walton-Davies (from 6.25 pm), M John, D McConnell\*, S Morgan (Chair), T Thomas, B Tiltman\* and M Williams (\*via zoom)

**Apologies:** Councillors I Curzon, P Deenik, T Miles & T Nicholls

**Public:** Two (up to and including item 4) Two (up to and including item 5)

**Declarations of Interest:**

Councillor Name	Minute Number	Declaration	Speak/Vote
Emma Davies	68/25-26 None relevant	Employee Awen Cultural Trust Community Governor Bryncethin Primary School	No/No No/No
Yvonne W-Davies	44, 68, 69 &78/25-26 69, 75 & 79/25-26	Member Coity Higher Community Council Coity Wallia Commoner	No/No No/No
Shaun Morgan	None relevant 44/25-26	Tenant Allotment Gardens Bryncethin Bryncethin Community Centre and Bryncethin RFC	No/No No/No
Mark John	All relevant 44/25-26	All BCBC Matters incl. Planning Member Ynysawdre CC	No/No No/No
Tim Thomas	All relevant 44/25-26	All BCBC Matters Ynysawdre CC	No/No No/No
Martin Williams	All relevant 44,68, 69 & 78/25-26	All BCBC Matters incl. Standards Committee Vice-Chair Coity Higher Community Council	No/No No/No

Minute Number	Agenda Item	Action
61/25-26	To receive Apologies for Absence	<ul style="list-style-type: none"> <li>As above</li> </ul>
62/25-26	To receive Declarations of Interest	<ul style="list-style-type: none"> <li>As above</li> </ul>
63/25-26	To Welcome Mark Holes of Youthworks	<ul style="list-style-type: none"> <li>Mark was thanked for attending and after the Youthworks staff left the meeting the Council discussed his suggestion for musical sessions.</li> <li>The Clerk was asked to write to Youthworks to ask them to submit a</li> </ul>

		written proposal giving full details of the idea and the costs to the council to consider when setting its precept in December.
64/25-26	Public to Speak	<ul style="list-style-type: none"> <li>Two members of the public gave their concerns regarding planning item P/25/466/FUL and these were noted for discussion in agenda item 20.</li> </ul>
65/25-26	To approve the Minutes of the July 2025 Meeting	<ul style="list-style-type: none"> <li>The Minutes were accepted and approved as being a true and accurate record and the Chair signed the minutes with an amendment to minute 54/25-26 Members/Ward Reports changing the wording 'is shared equally amongst five local authorities' to 'is shared amongst twenty one local authorities'.</li> </ul>
66/25-26	To consider Matters Arising from the July 2025 Ordinary Meeting	<ul style="list-style-type: none"> <li>The information was accepted.</li> <li>The Clerk was asked to include the Digital Footpath Map and the bus service as an October agenda item.</li> </ul>
67/25-26	Crime Figures July and August 2025	<ul style="list-style-type: none"> <li>The information was noted.</li> </ul>
68/25-26	Library Performer Indicator Comparison Figures	<ul style="list-style-type: none"> <li>Following a discussion of the figures, the Clerk was asked to request further information from Awen showing a comparison of all community libraries from Monday to Thursday.</li> </ul>
69/25-26	Legal Updates	<ul style="list-style-type: none"> <li>It was unanimously agreed to sign the lease and statutory declaration and pay the fees due. The fees will be funded by the money held in the ear marked reserves and the remainder from the general reserve.</li> <li>The information regarding the purchase of land at Vale View was noted.</li> <li>The Clerk was asked to invoice Coity Higher CC for £425 and the remainder funded from the council's general reserve.</li> <li>The Clerk was asked to query if after the time of office ends the same person can be re-appointed.</li> <li>It was agreed that a summary of the 2006 act was not needed.</li> <li>A vote was taken on whether the Clerk</li> </ul>

		<p>should write to the Auditor General to make enquiries about audits and to write to the other 3 minor authorities who have members on the Board of Conservators to ask whether they have clear legal advice on which Act takes precedence 1976 or 2006 and if so if they could share it with SBM CC and if not to write to BCBC to ask them to take the lead in obtaining a definitive legal portion. Councillor Y Walton-Davies abstained from the vote, all other councillors agreed.</p>
70/25-26	CAT Meeting Updates	<ul style="list-style-type: none"> <li>It was noted that all recommendations had been carried out and the pre-planning advice was included in agenda item 20 of this meeting.</li> <li>The pre-planning report and written support for both projects have been forwarded to the CAT Steering Group for further consideration.</li> </ul>
71/25-26	Drainage Issues	<ul style="list-style-type: none"> <li>Drainage will feature as an agenda item at BCBC full council meeting and SBM CC councillors were asked to feed in their comments to Councillor T Thomas asap.</li> </ul>
72/25-26	HMP Parc Prison Extension Plans	<ul style="list-style-type: none"> <li>Councillors were asked to submit their views to the Clerk asap so that the Clerk could collate them and submit to BCBC and write to the CEO asking why SBM CC wasn't consulted when the prison is going to become the second biggest prison in Europe.</li> </ul>
73/25-26	Draft Annual Report 2024/2025	<ul style="list-style-type: none"> <li>The Draft Annual Report for 2024/25 was approved and accepted and the Clerk was asked to publish it on the council's website.</li> </ul>
74/25-26	Draft Training Plan 2025/26	<ul style="list-style-type: none"> <li>The draft Training Plan for 2025/26 was approved and accepted and the Clerk was asked to publish it on the council's website.</li> </ul>
75/25-26	Finance & Accounts	<ul style="list-style-type: none"> <li>The information was noted and accepted and authority given to make the payments listed for July and August 2025.</li> <li>The budget monitoring sheet was accepted.</li> </ul>
76/25-26	Chair's Report	<ul style="list-style-type: none"> <li>The information and action was noted.</li> </ul>

77/25-26	Members/Ward Reports	<ul style="list-style-type: none"> <li>• All information was noted.</li> <li>• The Clerk was asked to include Consider a Community Award scheme as an October agenda item.</li> <li>• At Councillor T Thomas' request the Clerk was asked to include the renaming of George Thomas Avenue on the next agenda.</li> </ul>
78/25-26	Clerk's Report	<ul style="list-style-type: none"> <li>• The information was noted.</li> <li>• It was unanimously agreed that SBM CC would cover the cost of a third of the cost of the storage if the two other councils the Clerk works for agree to cover the other two thirds between them.</li> </ul>
79/25-26	Correspondence	<ul style="list-style-type: none"> <li>• The items of correspondence were noted.</li> <li>• The Chair &amp; Clerk will attend the meeting on 9<sup>th</sup> September.</li> </ul>
80/25-26	Planning Matters	<ul style="list-style-type: none"> <li>• The information was noted, there were no objections, but the Clerk was asked to submit comments to BCBC on P/25/466/FUL regarding the solar panels and the front of the house line. The Clerk was also asked to say that SBM CC feels the above comments are worthy of public debate and request they are discussed by the Development Control committee. The council also urges the planning officers to consider the privacy issues the proposed extensions will cause the neighbouring property.</li> <li>• In regard to the pre-planning enquiry for the MUGA at Sarn Green the comments regarding noise were noted and having submitted letters of support to the CAT Steering Group at BCBC would await their comments.</li> </ul>
81/25-26	Items for the October 2025 Ordinary Council Meeting	<ul style="list-style-type: none"> <li>• Grass Cutting and Floral Display Quotes/Tenders for 2026/27.</li> <li>• Remembrance Sunday Arrangements and Wreaths</li> <li>• Consider a Community Council Awards scheme</li> <li>• Invite Jake Morgan, CEO at BCBC to the</li> </ul>

		<p>November meeting</p> <ul style="list-style-type: none"> <li>• Renaming George Thomas Avenue</li> <li>• Digital Footpath Map</li> <li>• Community Bus Service</li> </ul> <p>The agenda will be kept open for any urgent items that may arise during the month.</p>
82/25-26	Date of Next Meeting	<ul style="list-style-type: none"> <li>• The next meeting of the St Brides Minor Community Council will take place on Monday 13<sup>th</sup> October 2025 at Sarn Lifelong Learning Centre and via zoom at 6.00 pm.</li> </ul>

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