

ST BRIDES MINOR COMMUNITY COUNCIL



MINUTES OF THE ORDINARY MEETING OF ST BRIDES MINOR COMMUNITY COUNCIL HELD ON MONDAY 9th FEBRUARY 2026 AT SARN LIFELONG LEARNING CENTRE AND VIA ZOOM

PRESENT:

Councillors: Tim Thomas (Chair up to 6.40 pm)
Shaun Morgan (Chair from 6.40 pm)

I Curzon
E Davies (via zoom)
Y Walton-Davies
M John
T Nicholls
B Tiltman
M Williams (via zoom)
R Williams

Apologies: Cllrs C Booton and P Deenik
No Apologies: Cllr D McConnell

Clerk & RFO: Ann Harris

Public: One

Minute No: 156/25-26

157/25-26 ITEM 2 DECLARATIONS OF INTEREST

Councillor Name	Minute Number	Declaration	Speak/Vote
Emma Davies	159/25-26 n/a 161 & 168/25-26	Employee Awen Cultural Trust Community Governor Bryncethin Primary School Clerk Ynysawdre Community Council	No/No No/No No/No
Yvonne W-Davies	168/25-26 171/25-26 171/25-26 171/25-26	Member Coity Higher Community Council Coity Wallia Commoner Grazier Rep Board of Conservators for Coity Higher CC Member Local Access Forum	No/No No/No No/No No/No
Terry Nicholls	161 & 168/25-26	Ynysawdre CC	No/No
Shaun Morgan	n/a n/a	Tenant Allotment Gardens Bryncethin Bryncethin Community Centre and Bryncethin RFC	No/No No/No
Mark John	All relevant 161 & 168/25-26	All BCBC Matters incl. Dev Control Committee Vice-Chair Ynysawdre CC	No/No No/No
Tim Thomas	All relevant 161 & 168/25-26	All BCBC Matters Ynysawdre CC	No/No No/No
Martin Williams	All relevant 171/25-26 168/25-26	All BCBC Matters incl. Standards Committee Rep Board of Conservators for Coity Higher CC Vice-Chair Coity Higher Community Council	No/No No/No No/No

158/25-26 ITEM 3 PUBLIC TO SPEAK

There was one member of the public in attendance who wished to speak, however the matter on which he wished to speak was not an agenda item and therefore was not within the council's standing orders and therefore disallowed.

Resolved: Noted

159/25-26 ITEM 4 TO RECEIVE SOPHIE MOORE, BCBC REF. LIBRARY PERFORMANCE INDICATORS

The Clerk had invited the BCBC Officer to the meeting but it had been declined and the Clerk was directed to Awen Cultural Trust. The reason for requesting attendance and information from BCBC

was following direction from Awen Cultural Trust who were contacted in the first instance. This was discussed.

Resolved: It was unanimously agreed to re-extend the invitation to the BCBC Officer to the March 2026 meeting.

160/25-26 ITEM 5 TO READ, CONSIDER AND APPROVE THE MINUTES OF THE JANUARY 2026 ORDINARY MEETING

The Minutes of the January 2026 ordinary meeting had been distributed with the meeting papers.

Resolved: The Minutes were accepted and approved as being a true and accurate record and the Chair signed the minutes.

161/25-26 ITEM 6 TO CONSIDER MATTERS ARISING FROM THE JANUARY 2026 MEETING

Minute 142/25-26 Consider Matters Arising from the December 2025 Meeting

Purchase of Land Vale View: apology from Pier Management's Head of Legal team for the delay, but no further update.

Invitation to BCBC's CEO to attend a future meeting: no response to date.

MUGA: the CAT Officer has informed the Clerk that there is no funding available for a noise assessment for the MUGA. The Clerk has obtained another quote and it is more expensive than the first quote at £2,000 plus VAT and security for 24 hours at a cost of £400

Bryncethin Memorial Hall Car Park: the kerb spraying has not been carried out due to the lack of dry weather.

Minute 144/25-26 Mayor's Citizenship Awards:

The council's nomination has been submitted and receipt acknowledged by BCBC. No further information has been received.

Minute 145/25-26 Request from Ynysawdre CC to Merge with St Brides Minor CC

Both Clerks have written to BCBC. Electoral Services has confirmed that they've been in touch with the Boundary Commission and they've received confirmation that if a mini review is undertaken by the local authority they need to submit their review to the Commission by early July to enable the Commission to implement the changes in time for the 2027 election. Electoral Services have confirmed that they have the capacity to carry out the mini review.

Minute 149/25-26 Chair's Report

The Clerk had enquired about the reasons for the Heras fencing around Byncethin ward's Christmas tree and was told that if SBM CC prefers it without for 2026 that is not a problem. The Heras fencing was requested some years ago due to the theft of baubles from the tree.

Resolved: The information was noted and accepted. The Clerk was asked to submit a T&CC grant funding request to cover the cost of the noise assessment for the MUGA. The Clerk and BCBC councillors were asked to regularly check on progress of the mini review in order to update both councils of the progress made.

162/25-26 ITEM 7 CRIME FIGURES JANUARY 2026

There was no PCSO present to give further information on the figures.

Resolved: The information was noted.

163/25-26 ITEM 8 LETTER TO THE HEALTH BOARD

As requested, Councillor Tim Thomas had drafted a letter to the Health Board

Resolved: The letter was unanimously approved with a few small amendments; Councillor Tim Thomas asked that the letter be sent to all councillors for comments by Wednesday 11th February for those councillors not present to be able to comment.

164/25-26 ITEM 9 GRASS CUTTING, WEED SPRAYING, FOOTPATH MAINTENANCE AND FLORAL DISPLAY QUOTES FOR 2026

4 quotes had been requested from various contractors for grass cutting, weed spraying, footpath maintenance and floral displays. These were discussed. The Clerk was asked to request the specification sheet for the chemicals used for the weed spraying and the application for 100m². The Clerk was also asked that the grass cutting starts in mid-March not early March.

Resolved: It was unanimously agreed to approve quotes from the following:

- Grass cutting - Evans Garden Services
- Weed spraying - Rowan Garden Designs
- Footpath maintenance - Evans Garden Services
- Floral Displays - D Thomas

165/25-26 ITEM 10 ASSERTATION 10 OF THE ANNUAL GOVERNANCE STATEMENT

Whilst this is not yet statutory in Wales, at a recent Clerks meeting it was noted that some T&CCs have already started preparing for this to become statutory in Wales within the next few years. The purpose of this item is to raise council's awareness of this assertion and to be aware of the costs the council will incur when these changes are in place and the council must meet these data compliances. These include: a generic email account hosted on an authority owned domain i.e. .gov.uk.,org.uk etc., legal requirements for existing websites, processing personal data, IT Policy,

Resolved: It was unanimously agreed that the Clerk would investigate what's needed and the costs which will be incurred for information purposes and given that the council may look quite different in 2027 with changes to councillors and a merger with Ynysawdre CC, to take no further action until such time as the council is officially notified of these changes.

166/25-26 ITEM 11 ITEMS FOR THE APRIL 2026 T&CC FORUM AGENDA

Councillors had been asked to bring suggestions for agenda items to the meeting.

Resolved: It was agreed to request Quiet Lanes on the agenda.

167/25-26 ITEM 12 FINANCE & ACCOUNTS INCLUDING CORRESPONDENCE FROM CCYD and NAZARETH BAPTIST CHURCH

1.Payments

The Clerk requested authority to make the payments listed for January 2026 totaling £1,510.98. The balance carried forward to February 2026 is £71,890.74.

2.Income

There was no income in the month.

3.External Audit

1 query on the Clerk's salary scale and salary breakdown had been received. No conclusion received to date.

4.Financial Requests

Two had been received, one from Coleg Cymunedol y Dderwen, the other from Nazareth Church, Bryncethin. These were discussed.

5.Bank Signatories

As previously resolved, the Clerk can now change the bank signatories and is starting with the council's building society account with the Swansea Building Society. The Clerk asked for confirmation that the new signatories are Councillors Emma Davies, Mark John and Bernard Tiltman.

Resolved: The information was noted and accepted and authority given to make the payments listed for January 2026. The budget monitoring sheet was accepted. It was unanimously agreed that a donation could not be given to neither financial requests. The one for Coleg Cymunedol y Dderwen had been received too late to enable the council to decide in time for an advert to be put in the programme for an event being held on the night of this meeting. A donation could not be given to Nazareth Church as the Local Government Act 1894 prohibits councils involvement in property relating to affairs of the church e.g. the maintenance or improvement of buildings or land or contributing to the costs. It was unanimously approved that the new signatories for the Swansea Building Society account and the Lloyds bank account will be Councillors Emma Davies, Mark John and Bernard Tiltman.

168/25-26 ITEM 13 CHAIR'S REPORT

The Chair gave updates on the following:

- Community Bus Working Group: in the process of obtaining prices
- Digital Footpath Working Group: a work in progress
- Conservator Representative Meeting: Councillor M Williams had also attended this meeting and gave an update.

Resolved: The information was noted.

169/25-26 ITEM 14 MEMBERS/WARD REPORTS

Councillor Tim Thomas: gave an update on BCBC's response to his question about the Quiet Lanes scheme and a pilot that will be in place through the Local Access Forum.

Councillor Mark John: gave information and had circulated posters for a Dementia Sing and Dance Café! Being organized to run out of Bryncethin Memorial Hall. Other matters this month were on-going landlord issues and Councillor John informed the meeting that the next Board of Conservators meeting will be rescheduled as it is scheduled for the same day as BCBC's budget meeting which may go on past the start of the Conservators meeting limiting attendance for many representatives.

Councillor Emma Davies: had attended an Age Friendly Webinar which had been useful and informative.

Councillor Bernard Tiltman: asked if councillors are familiar with certain social media pages in the borough which often references councils.

Resolved: All information was noted. It was unanimously agreed to contact BCBC to ask for St Brides Minor to be the pilot for the Quiet Lanes scheme. The Clerk would put the Dementia Sing and Dance Café posters on the council's website and in its noticeboards.

170/25-26 ITEM 15 CLERK'S REPORT

Pre-election Period: The Clerk reminded members that the Senedd will be dissolved at one minute past midnight on Wednesday 8th April 2026 and the pre-election period will begin on that day. SBM CC meetings will continue as usual however councillors should be mindful of this pre-election period.

T&CC Clerks Meeting held at BTC: the Clerk had attended this meeting on 28th January which had been useful and attended by 8 Clerks and 1 Assistant Clerk. It was agreed that the meeting will take place on a quarterly basis, that Jake Morgan will be invited to the net meeting, that nothing will be taken forward on the Charter update until after the 2026 elections, that the group is looking into having a shared space so that any useful policies or documents can be placed there for Clerks to share.

T&CC Chairs & Clerks Meeting held at BTC: the Chair and Clerk had attended this meeting on 29th January which had been attended by 9 T&CCs. The next meeting will be hosted by Ynysawdre CC at Sarn Library on 19th March. Items discussed were the local Boundary Review, CAT Process, slow responses to FOIs, Town Twinning, Protocols for wearing chains, a shared platform, Assertion 10 etc.

SBM CC Community Awards: the Clerk asked when the council want to roll this scheme out as the plaques have now been purchased.

Resolved: All information was noted. It was agreed to advertise the scheme in the new financial year and after the Senedd elections.

171/25-26 ITEM 16 CORRESPONDENCE

All correspondence had been forwarded by email to Members. With the Chair's approval some additional correspondence and planning matters received since the papers were circulated had been sent out on an additional sheet.

The following were highlighted by the Clerk:

- H Griffiths, Secretary to Coity Wallia Commoners - correspondence ref the footpath near Cwmbéri houses

- Moses Welfare Group - ref. working together
- Marie Curie - Great Daffodil Appeal 2026
- Larger Councils Meeting 11/2/26

Resolved: The items of correspondence were noted. The financial request from Marie Curie was deferred to the March 2026 meeting. The Clerk was asked to contact the Rights of Way department again about the Cwmeri footpath and to write to the Local Access Forum for help as well as seeing if the local Ramblers group could help.

NOTE: Councillor Mark John left the meeting for item 17

172/25-26 ITEM 17 PLANNING MATTERS

3 planning requests had been sent out in the month and 2 decision and 0 appeals.

2 Planning Aid Wales items of correspondence had been sent out in the month.

Resolved: The information was noted. The Clerk was asked to write to Planning to object to P/26/14/FUL on the grounds of the plan not being complimentary to employment for the area and it becoming a take away which will attract people as a destination from outside the local area and industrial estate and the lack of a traffic survey. The Clerk was asked to comment that if the planning application succeeds that planning consider the following as a conditional consent: provision of an adequate number bins in the area to deal with the likely increase in customers, to have a local litter picking schedule and to carry out a traffic survey.

17325-26 ITEM 18 ITEMS FOR THE MARCH 2026 MEETING

The agenda will be kept open for any urgent items that may arise during the month.

- Draft Sexual Harassment Policy
- Draft Lone Worker Policy
- Deferred Financial Requests 25/26
- Invite Sophie Moore to the Meeting ref. Library Performance Indicators

174/25-26 ITEM 19 DATE OF NEXT MEETING

The next meeting of the St Brides Minor Community Council will be an ordinary meeting and will take place on Monday 9th March 2026 Sarn Lifelong Learning Centre and via zoom at 6.00 pm.

The meeting closed at 7.58 pm

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Chair of Council

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9th March 2026