

# ST BRIDES MINOR COMMUNITY COUNCIL



## MINUTES OF THE ORDINARY MEETING OF ST BRIDES MINOR COMMUNITY COUNCIL HELD ON MONDAY 13<sup>th</sup> APRIL 2026 AT SARN LIFELONG LEARNING CENTRE AND VIA ZOOM

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### PRESENT:

Councillors: Shaun Morgan (Chair)

C Booton  
I Curzon  
E Davies (via zoom)  
Y Walton-Davies (from 6.20 pm)  
M John  
D McConnell  
T Nicholls  
T Thomas (via zoom)  
B Tiltman  
M Williams  
R Williams

Apologies: Cllr P Deenik

Public: One member of the public plus Sophie Moore, BCBC

Clerk & RFO: Ann Harris

Minute No: 195/25-26

**196/25-26 DECLARATIONS OF INTEREST**

<b>Councillor Name</b>	<b>Minute Number</b>	<b>Declaration</b>	<b>Speak/Vote</b>
Emma Davies	198/25-26 200,209/25-26	Employee Awen Cultural Trust Clerk Ynysawdre Community Council	No/No No/No
Yvonne W-Davies	206, 211/25-26 203/25-26 203/25-26 206/25-26	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	200, 209/25-26	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 200/25-26	All BCBC Matters incl. Dev Control Committee Vice-Chair Ynysawdre CC	No/No No/No
Tim Thomas	All relevant 200,209/25-26	All BCBC Matters Ynysawdre CC	No/No No/No
Martin Williams	All relevant/25-26 203, 206/25-26 209, 211/25-26	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

**197/25-26 PUBLIC TO SPEAK**

There had been no request to speak at the meeting.

**Resolved:** Noted.

**198/25-26 TO RECEIVE CLAIRE MARCHANT AND SOPHIE MOORE, BCBC REF. LIBRARY SERVICES**

The Chair welcomed BCBC Officer Sophie Moore to the meeting; unfortunately, Claire Marchant was unable to attend. A letter in response to the council's letter to Claire Marchant had been included in the meeting papers. The item was initially called to obtain performance indicator figures for the library use, however it took the form of a Q&A discussion on the hours SBM CC pays towards the current library service, the historic agreement, why the greater populated SBM area receives less service than other areas of the borough with a smaller number of residents,

the possibility of a review, that working people are excluded from using the library due to its opening hours ie no late night, no weekend opening, what value Awen were adding and the disappointment in Awen's response to SBM CCs cut in funding and requests to seek other funding. Sophie updated members on the audit being carried out, learning from other areas and their models, feasibility studies and pilots in other areas.

Sophie offered to attend the May meeting to discuss a feasibility study.

**Resolved:** It was unanimously agreed to invite Sophie Moore to the May meeting.

**199/25-26 TO READ, CONSIDER AND APPROVE THE MINUTES OF THE MARCH 2026 ORDINARY MEETING**

The Minutes of the March 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.

**200/25-26 TO CONSIDER MATTERS ARISING FROM THE MARCH 2026 MEETING**

**Minute 162/25-26 Matters Arising from the February 2026 Meeting**

**Bryncethin Memorial Hall Car Park:** the Clerk was pleased to report that the kerbs highlighted in the risk assessment for highway and pedestrian coating had now been sprayed.

**Mayor's Citizenship Award:** the Clerk had received notification that the SBM CC nomination had not been successful.

**Ynysawdre Merger with St Brides Minor CC:** The borough councillors have a meeting at BCBC on 14<sup>th</sup> to discuss this further.

**Minute 184/25-26 Draft Lone Worker Policy**

The Clerk had received a demonstration of the app which costs £240 per annum, but is unsure whether this is suitable for SBM CCs needs. The Clerk is meeting the demonstrator to find out if it will be useful for other aspects of the council's work and will report back at the next meeting.

Councillor Ian Curzon suggested an alternative free app which the Clerk would also investigate.

**Minute 186/25-26 Pride in Place Funding**

An update will be given in agenda item 11.

### **Minute 188/25-26 Chair's Report**

The missing footpath signs were reported to the RoW department on 19<sup>th</sup> March. RoW have responded asking for exact locations to include in this year's signing scheme.

The Clerk had chased up a response to the footpath issue from Leyson Way to Tyn y Coed and the RoW manager will inspect again this week; it was noted that it is still in the same condition as last reported.

**Resolved:** The information was noted and accepted. The Clerk will look further into both lone worker apps and report back to the May meeting. Councillor M John will inform the Clerk of the outcome of the merger meeting at BCBC. Councillor Morgan will provide the Clerk with exact locations for the missing signage.

### **201/25-26 CRIME FIGURES MARCH 2026**

There was no PCSO present to give further information on the figures. The Clerk had received an email from a member of the public asking for consideration to be given to relocate the SBM CC bench on Heol Cwrddy further away from the residences due to anti-social behaviour. It was noted that when the council installed the bench it was installed at the further point from the houses as possible. Councillor T Thomas said he had a project idea for that area which he would like to discuss at the next meeting.

**Resolved:** The information was noted. The Clerk was asked to speak to the PCSOs to find out the number of anti-social incidences reported involving the bench and report back to the next meeting.

### **202/25-26 FLY TIPPING**

Councillor Thomas had requested this item on the agenda due to dreadful fly tipping at Queen's Avenue/Jubilee Crescent. However since the agenda was sent out the fly tipping has been cleared away.

**Resolved:** Councillor Thomas will keep an eye on the fly tipping situation in this area.

### **203/25-26 UPDATE ON COAL DRAMS**

Councillor Morgan gave an update on the successful delivery of the two drams and their storage; he has also acquired some track/sleepers.

Previously it has been resolved at council to seek permission to install one on common land and keep the other for a future project. However Councillor Morgan requested permission to install the second one on land within the boundary of Bryncethin Memorial Hall and this was unanimously agreed.

Councillor M Williams and Y Walton-Davies declared an interest in this item as they are representatives on Coity Wallia Board of Conservators for Coity Higher Community Council.

Councillor Morgan said that there will be additional costs to install bases for the drams and lifting them into place, chaining them down and filling with ballast. He also suggested they should not be painted but to clear lacquer them to look authentic. Councillors John and Morgan agreed to carry out the work excluding the bases and the lifting into place.

**Resolved:** The information was noted. It was unanimously agreed to install the two drams in the locations requested and that the Clerk seek permission from the landowners to submit a planning application for both locations. The additional costs were also unanimously agreed.

#### **204/25-26 PLAYSCHEME 2026**

There is £3,200 in the 2026/27 budget for a school holiday activity scheme. The Clerk had obtained costings from the previous provider, Youthworks, which remain the same as the previous year £200 per session.

Youthworks can provide sessions during Whitsun, the six weeks summer holidays and October half term on Tuesdays in Sarn and Thursdays in Bryncethin; a total of £3,200.

The Clerk listed the activities on offer.

**Resolved:** It was unanimously agreed to accept the cost, the weeks and the days offered.

#### **205/25-26 PiPIF APPLICATION UPDATE INCLUDING NOISE ASSESSMENT REPORT FOR THE PROPOSED MUGA**

The deadline for the response to phase one of the larger fund had passed on 27<sup>th</sup> March; the only correspondence received has been an email saying that there is a delay to responses due to the high volume of applications and that responses will be received after Easter. Both those deadlines have now passed with the next deadline being 17<sup>th</sup> April for the second part of the application phase 2. There has been no feedback on the small fund application for the footpath in Bryncethin.

It had not been possible to make an application to split the funding for the MUGA 3 ways as the funding had to be in place prior to application and this was not possible for the T&CC Fund aspect. Therefore an application to the larger fund had been made for £39,950 with SBM CC contributing £20,000.

The application to the smaller fund for the footpath in Bryncethin was for the maximum £10,000 with SBM CC contributing £12,539.90.

The noise assessment for the MUGA suggested following a pre-planning enquiry has been carried out and is included in the meeting papers. The invoice for this had not been received in time for the end of year deadline and so it has not been debited from the contingency budget line, but will be

earmarked in reserves for 26/27.

**Resolved:** The PiPIF funding information was noted and the Clerk's action regarding the financial grant amounts were unanimously approved. The Clerk was given authority to further the EOI on the land next to Sarn Centre and ask for a CAT transfer and to submit a planning application for the MUGA site. Approval was given to the Clerk to earmark the noise assessment in earmarked reserves in the 2026/27 budget.

#### **206/25-26 UPDATE CWMBERI FOOTPATH CORRESPONDENCE**

As requested by SBM CC correspondence had been sent to Councillor David Unwin as T&CC representative of the Local Access Forum, the Rights of Way department and Bridgend Ramblers. Councillor Unwin had responded saying he'd raised the matter at the LAF meeting on 12<sup>th</sup> March and had pressed for urgent action. He also offered to attend a site meeting with interested parties with a full report to be presented at the next LAF meeting in June.

Bridgend Rambles had responded saying they'd carry out a site visit and offered to cut back any overhanging brambles from the M4. Following that meeting they wrote to say it is very muddy for about 10 meters each side and offered a 50% grant towards the footpath improvements.

The Clerk had written to Rights of Way giving the above information and asking how to move these offered forward. Rights of Way responded saying they are keen to take this forward but it is subject to funding being available. The RoW manager will consider the project and respond to the Clerk within a few days on how this work could proceed. He also informed the Clerk that the Bridgend Ramblers offer of 50% is a maximum of £500 though this can be increased with area council approval.

**Resolved:** It was unanimously agreed that the Clerk would arrange for Councillors John and Morgan to meet with Councillor Unwin.

#### **207/25-26 CONFIDENTIAL ITEM**

This is a confidential item not for publishing.

**Resolved:** The information was unanimously accepted and approved.

#### **208/25-26 FINANCE & ACCOUNTS**

##### **1. Payments**

The Clerk requested authority to make the payments listed for March 2026 totaling £10,685.08  
The unaudited balance carried forward to April 2026 is £54,686.89

The Clerk ran through the figures comparing the previously forecasted balance carried forward for The year and the unaudited balance carried forward shown on the March budget monitoring sheet. She also updated members on the VAT reclaim for 24/25 which she has been unable to process due to the council receiving a full audit for 24/25 and the invoices have not yet been returned.

The Clerk suggested earmarking the following in the 26/27 budget: General Reserve £10,000, Defibrillator cabinets £1,200, Election Reserve £3,500, legal fees for Vale View land purchase Reduced to £1,141, External Audit 24/25 £250 and the MUGA reserve £20,000. In addition the Community Projects budget line for £18,500 will need to be used for: £1,900 coal drums purchase and delivery, £1,669.80 noise assessment for the MUGA and £12,539.90 if the smaller grant PiPIF application is successful for the Bryncethin footpath.

## **2.Income**

Income of £2,282.14 had been received in the month including the Rights of Way agency agreement claim for footpath maintenance for 25/26.

## **3.External Audit**

The internal audit for 24/25 still has not been received and the Clerk will chase it up to enable her to start this year's audit for 25/26.

## **4.Bank Signatories**

The Clerk confirmed that the ex councillors have now been successfully removed and the new councillors added to the Swansea Building Society account. The next step will be to change the Lloyds current account signatories.

The Clerk asked for authority to write to the Swansea Building Society to arrange for any withdrawals to be paid directly into the council's Lloyds bank current account and attach a copy of a recent bank statement to the letter.

**Resolved:** The information was noted and accepted and authority given to make the payments listed for March 2026. The budget monitoring sheet was accepted. The VAT reclaim 24/25, earmarked reserves and balance carried forward explanations were unanimously accepted and authority given to earmark the reserves. Authority was given to the Clerk to draft a letter to the Swansea Building Society to request that withdrawals are paid directly into the council's Lloyds bank current account.

## 209/25-26 CHAIR'S REPORT

The Chair gave updates on the following:

- **Digital Footpath Working Group:** asked the Clerk to arrange another meeting
- **Community Bus Route:** no further forward as no success in finding a bus company that wants to be involved and can quote.

**Resolved:** The information was noted.

## 210/25-26 MEMBERS/WARD REPORTS

**Councillor Mark John:** gave an update on the recent walkabout with BCBC CEO Jake Morgan. He also gave a conservators update ref. Mynydd y Gaer and a letter which has been sent to the Secretary of State for Wales ref. the commons act.

**Councillor Tim Thomas:** had been dealing with rat problems and highlighted a possible project for the Heol Cwrdd bench location which would be discussed at the next council meeting in May.

**Councillor Yvonne Walton-Davies:** gave an update on recent shoddy work at Heol Llan/Heol Las with white lines running over chippings. A good job had, however, been carried out on Heol y Cyw Road.

**Resolved:** All updates were noted.

NOTE: The meeting was suspended for a break at 7.28 and recommenced at 7.31 pm

## 211/25-26 CLERK'S REPORT

**Zoom:** to date SMB CC has paid a third of the cost of zoom pro in partnership with Coity Higher CC and Garw Valley CC to share costs. Coity Higher CC are now changing to Teams which is free of charge and the Clerk asked if SBM CC is also happy to move to Teams.

**Proposed Diversion of Footpath 1 St Brides Minor - notice of pre-order consultation:** this was discussed and no objections made.

**Resolved:** It was agreed to move to Teams meetings.

## 212/25-26 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:

- One Voice Wales - free training for councillors 2026
- Ray of Light Cancer Support - financial request
- Bridgend Sustainable Food Partnership/Ediculture - 2 free apple trees
- OVW Larger Councils Committee Meeting - 15<sup>th</sup> April 2026
- BCB T&CC Forum provisional dates 6<sup>th</sup> July, 12<sup>th</sup> October 2026 and 18<sup>th</sup> January 2027 all at 4.00 pm
- Resident - request to re-locate bench on Heol Cwrdy

**Resolved:** The items of correspondence were noted. The Clerk was asked to defer the financial request from Ray of Light Cancer Support to March 2026 and to offer Bryncethin Primary School the two free apple trees. Due to work commitments the Chair is unable to attend the Larger Councils Committee meeting on 15<sup>th</sup> April; Councillor M Williams is attending to represent Coity Higher CC and offered to represent both councils and this was unanimously agreed. The request to re-locate the bench had been discussed in a previous item.

NOTE: Councillor Mark John left the meeting for the Planning item.

## 213/25-26 PLANNING MATTERS

4 planning requests had been sent out in the month and 3 decisions and 0 appeals.

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

**Resolved:** The information was noted. Application P/26/147/FUL had no ecological report and the Clerk was asked to request it as there is active wildlife in that area. Application P/26/186/RLX was unanimously objected and the Clerk was asked to express the council's objection and ask the council to raise it as an issue as the council has reason to believe it is being used as an illegal landfill site.

**214/25-26 ITEMS FOR THE MAY 2026 MEETING**

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

- Community Award 2025 Notice
- Project Idea (TT)
- PiPIF and CAT Update

**215/25-26 DATE OF NEXT MEETING**

The next meeting of the St Brides Minor Community Council will be an Annual Meeting followed by an Ordinary Meeting and will take place on Monday 11<sup>th</sup> May 2026 Sarn Lifelong Learning Centre and via zoom from 6.00 pm.

The meeting closed at 7.40 pm

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**Chair of Council**

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**11<sup>th</sup> May 2026**