

# St Brides Major Community Council

## Minutes of the meeting of the Council held on 13th May 2024 at All Saints Church, Southerndown. The meeting immediately followed the Annual General Meeting and commenced at 7.15 pm

**Present:** Cllr A Morgan (Chair), Cllr H Morris (Vice-Chair), Cllrs S Edwards, A Parry & R Stephens.

**Also:** Mr G Hughes (Clerk to the Council), Vale CBC Cllr J Protheroe, PC J Williamson & one member of the public.

1. **Apologies:** Received from Cllrs S Evans, A James, E Hayhurst, B Lewis & M Wynne-Jones.
2. **Police Matters:** There were no crimes recorded in the past month. A report had been made via operation SNAP of two cars driving close to cyclists, the drivers had received warning letters. A suicidal man had been found in Southerndown on two occasions, he is now receiving treatment. PC Williamson was thanked for his attendance.
3. **Declarations of Interest:** None
4. **Minutes of Previous Meeting:** 22nd April 2024 were **Resolved** to be a true and accurate record.
5. **Matters Arising from the Minutes**
  - 5.1 **Ogmore by Sea Ward Vacancy:** The Vale have been informed that a Casual Vacancy exists following the resignation of Cllr Steve Roberts. A notice will be published this month, if no election is called the community council can co-opt a new member.
  - 5.2 **Bathing Water Quality:** The meeting held at the Heritage Coast Centre was well attended including representatives of NRW and Welsh Water.
  - 5.3 **Local Democracy and Boundary Commission Review:** Cllr Morgan has made representation on behalf of the Council. Anybody wishing to comment should e-mail [lgpolicy.correspondence@gov.wales](mailto:lgpolicy.correspondence@gov.wales) before 28th May 2024.
6. **Correspondence**
  - 6.1 **Samaritans:** AGM to be held 26.6.24 at Coychurch.
  - 6.2 **Audit Wales:** (Deryk Evans) information on the Audit Cycle. (Circulated to Members)
  - 6.3 **Cllr Sharon Evans:** Thanking Cllr Parry for her work over the past year.
  - 6.4 **Kid's Cancer:** (Donation Request) to be considered in the June meeting.
  - 6.5 **Cowbridge Town Council:** Civic Sunday 7th June 2024.
  - 6.6 **Care Clean Services:** Quote to clean Bus Shelters. **Noted**
  - 6.7 **Brunel Engraving:** Memorial Plaque. Cllr Parry to **Action**

## 7. Planning

### 7.1 Applications Approved:

**2024/00114/FUL** Location : 17, Heol Sant Bridget, St Brides Major. Proposal : Two storey side extension, pitched dormer roof additions to front elevation, flat roof extension to rear extension for bathroom and bedroom space with 2 storey rear pitched roof extension

**2024/00122/FUL** Location: Hillsboro, Ewenny Road, St. Brides Major. Proposal: A two storey extension. Creating an additional bedroom and larger office space. Also creating a larger kitchen area.

### 7.2 Applications Received:

**2024/00320/FUL (ED)** Location : Belmont, St. Brides Major Proposal : Proposed demolition of two storey extension and construction of new two storey extension linking main house with annex. Replacement of all windows and external insulation to all perimeter walls. Extension to roof eaves to match new external wall line

**Resolved** to make no objections or observations.

## 8. Finance

### 7.1 Finance Report

**Opening Balance** (22.4.24) £7391.67

#### Income:

Burial Ground £1866

Precept £8888.00

**Expenditure:** £0

**Balance** (6.5.24) £18137.67

**Business Savings Account** £20060.75

**Total Funds** (6.5.24) £38198.42

### 7.2 Budget Review

The budget review prepared by Cllr Barry Lewis and attached as Appendix A to these minutes was discussed. It was noted that the council faces significant costs from Audit Wales and HMRC that we were unaware of when the annual budget was agreed in January 2024.

**7.3 Approval of Payments: Resolved** to make the following payments:

DWA (2022/23 Internal Audit) £510

DWA (2021/22 Internal Audit) £510

St Bridget's Church & All Saints Church (meeting hall hire) £125

Mark Stephens (Burial Ground mowing & groundcare) £584

Vision ICT (New website development) £505

**7.4 Asset Register:** The asset register prepared by Cllr Lewis and attached as Appendix B to these minutes was **Approved**.

It was noted that the notice boards are in a very poor condition and in need of replacement. **Action:** Cllr Morgan to investigate and report.

It was noted that the woodwork on some of the bus shelters is in need of painting. **Action:** Cllr Stephens to seek quotes.

Former Chair of the Council, Mr Geoff Gaen, presented Cllr Morgan with a commemorative coin purchased by the council on the occasion of Queen Elizabeth II's 90th birthday in 2016. Cllr Morgan thanked Mr Gaen for returning the coin to the council. **Action:** the coin will be stored with the chair's Chain of Office.

## 9. **Grant Project Reports**

**9.1 Southerndown Croquet:** Grant Awarded: £2284.00 Amount Paid to date: £1714.75. Croquet has commenced and members are going through induction.

**9.2 Ogmore by Sea Art Group:** Grant Awarded: £2150. Amount paid to date: £1168.73. Mr Ken Rogers will provide a report for the June Community Council meeting.

**9.3 Butterfly Conservation:** Grant Awarded: £1335. Amount paid to date: £153.35.

**9.4 Southerndown Life Saving:** Grant awarded £3000. No payment has been made as yet.

**9.5 CominHo Pilgrimage:** Grant Awarded: £1024. No payment has been made as yet. **Resolved** that Cllr Edwards will take over responsibility for the CaminHo grant from former Cllr Steve Roberts.

## 10. **St Brides Major Sports Pavilion**

Vale Cllr C Stallard has forwarded an existing floor plan of the pavilion to the Community Council. Cllr Edwards has met with Mr Byrne (architect) to discuss possibilities for extending and modernising the pavilion. The window for Community Ownership Grant Applications opens at the end of May. **Action:** A meeting of the Pavilion working group will be held in the next two weeks.

## 11. **Burial Ground.**

Unfortunately Cllr James had sent his apologies. Site meeting of the Burial Ground Working Group to be held in the next month.

No work on the burial ground wall has taken place for some time. **Action:** Cllr Stephens and seek quotes.

## 12. **Council Website**

The new website should hopefully go live in June. Cllr Morris **Actioning**.

## 13. **Biodiversity Plan**

Unfortunately Cllr Hayhurst had sent her apologies. Cllr Parry reported that the meeting at Ogmore Village Hall on 20th April was well attended and successful.

**14. Updates from Members****14.1 St Brides Major**

None

**14.2 Southerndown:** A cake stall and plant stall/exchange was held last Saturday at the 3 Golden Cups by TAFFS and raised £250.

Demolition of Southerndown Blind Home has commenced.

**14.3 Ogmore by Sea**

None

**15. Date of Next Meeting:**

Monday 10th June 2024 in All Saints Southerndown at 7pm

**There being no further business the meeting closed at 8.30 pm.**

**Cllr A Morgan (Chair)**  
**clerk.sbmcc@gmail.com**

## Appendix A

### ST. BRIDES MAJOR COMMUNITY COUNCIL

#### BUDGET REVIEW 2024/25

In our January 2023 meeting it was agreed to lower the Precept for 2023/24 to £16 per household, this partly due to the monies held in both the Current and Business Accounts. It was further agreed that Community Projects would be financed by the excess funds accrued and currently being held in the Business Account.

The income from the Precept amounted to £23000 for the Financial Year and that would be the budget spend for the year.

The Actual spend for the Financial Year in accordance with the Cashbook was £34000. The overspend when compared to the Budget is explained below.

St. Brides Major Community  
Council Agreed Project and Grant  
Expenditure 2023-24

Spend	Amount
Glasdon Benches	£2,349.34
Plinth for Benches	£750.00
Southerndown Croquet- Grant	£1,714.75
Ogmore Arts – Grant	£1,168.73
<b>TOTAL</b>	<b>£5,982.82</b>

#### Other Overspend explained

Burial Ground – Groundwork - excess spend 2.3K in relation to budget

The total, which includes Ogmore, Southerndown and St. Brides Major additional cutting, was higher than expected. However when compared to previous years before 2022/23 the budget figure was too low. The Year 2022/23 was an exception for basing budgets going forward, and this has been addressed for the year 2024/25.

Tree Maintenance - excess spend 2.8K in relation to budget

In each year we budget £1000 for Tree Maintenance, this is to even the cost which is some 2K

bi annually. There are 2 costs associated with tree works for 2023/24. The first cost of £2032 was for an aborted exercise due to a dispute over timings, however we had to pay for the wasted day's work.

The second cost of £1830 is for completion of the initial works started in April 2023, completed in March 2024

In January 2024 we agreed to increase the Precept payment to £18 per household which in real terms would provide an income of £26640. It should be noted that when setting the precept for the year we were not aware of issues with the Wales audit or HMRC.

If we look at our fixed (obligatory) costs which include :-

Admin	£12180
Burial Ground	£5660
Bus Shelters	£530
church clock	£500
Website	£400
Biodiversity	£1000
Chain of Office	£100
Wreath	£20
Subscriptions	£600
Chair Allowance	£500
Councillor Payments	£1716
<b>TOTAL</b>	<b>£23206</b>

We can then look at budgeted additional costs

Other mowing in OBS Southerndown	
St Brides Major	£1500
Christmas trees	£600
Tree Lighting	£500
Power for Lights	£750
Donations	£1000
Courses	£150
IT equipment	£400
<b>TOTAL</b>	<b>£4900</b>

GRAND TOTAL OF BUDGET is £ 28106

### **Additional Income**

Burial Ground £2500

Vat for 23/24 £1763

### **Additional Risks to the Balance**

- (a) The Grant applications have so far claimed £3036.83 of the total £9793 requested. This again this year should be funded from the Business Account.
- (b) We also have to consider the costs of Full audits for the Years 19/20, 21/22, 22/23 and 23/24  
I think we should be set aside some £4000 for this exercise.
- (c) We may have to add support to the Leasing of the Sports Pavilion – whether this be upfront cash payment or pledge of support as part of the fund matching requirement.
- (d) We have an outstanding HMRC debt which could be upto £2000

### **EXPECTED YEAR END BALANCE**

	Income	Expenditure	
Balance Carried Forward			
Current Account	£7,391.00	Obligatory	£23,206.00
Business Account	£20,060.00	Additional	£4,900.00
Precept income	£26,640.00	Grants	£6,757.00
VAT Income	£1,764.00	Wales Audit	£4,000.00
Burial Ground income	£2,500.00	HMRC	£2000
	<b>£58,355.00</b>		<b>£40,863.00</b>
<b>End of Year Balance</b>	<b>£17,492.00</b>		

**Appendix B**

**St Brides Major Community Council**

**Asset Register May 2024**

- 1 Bus Shelter x 13 – Located in St. Brides Major, Southerndown and Ogmore by Sea
- 2 St. Bridgets Church Clock – St. Brides Major
- 3 St. Bridget's Church sign – St. Brides Major (Located near the Fox Car Park)
- 4 10x Wayside seats located in Ogmore by Sea
- 5 3x Village signs
- 6 Burial ground at St Bridgets Church, St. Brides Major
- 7 Preaching cross at St. Bridgets Church, St. Brides Major
- 8 War Memorial St. Brides Major
- 9 5 X Notice Boards located in St. Brides Major, Southerndown and Ogmore By Sea
- 10 Filing Cabinet located at Portobello CF32 0PA
- 11 Laptop Computer
- 12 Chairman's chain of office
- 13 Canon G3020 printer
- 14 Marquee (Stored in St Brides Major Sports Pavilion)
- 15 5X Glasdon Composite benches located in St. Brides Major and Southerndown
- 16 3X Defibrillators.

