

St Brides Major Community Council
Minutes of the meeting of the Council held at 7:00pm on 9th September 2024 at All Saints Church, Southerndown.

Present: Cllr A Morgan (Chair), Cllr H Morris (Vice-Chair), Cllrs S Edwards, S Evans, A James, A Parry. R Stephens and M Wynne Jones, Cllr R Young **Also:** Vale CBC Cllr C Stallard

1. **Apologies:** Received from Cllrs S Edwards, B Lewis, M Howell, Vale CBC Cllr J Protheroe, PC Jamie Williamson
2. **Police Matters:** PC Williamson is on leave and a report will be sent separately.
3. **Declarations of Interest:** None. The Chair requested that all Councillors complete electronically a declaration of interest form. Action: to return Declaration of Interest form to Cllr Parry. This is for inclusion on the new website.
4. **Minutes of Previous Meeting:** Held on 8th July 2024 and 5th August 2024, these were **resolved** to be a true and accurate record.
5. **Matters Arising from the Minutes**
 - 5.1 **Ogmore by Sea Ward Vacancy:** Cllr Rod Young was welcomed to his first meeting. Together with Cllr Martin Howell these two new councillors representing Ogmore by Sea ward were co-opted onto the Community Council. The Vale has been informed.
 - 5.2 **Staff recruitment:** There has been one expression of interest for the role of Clerk. This position was advertised over the summer. An interview date is being established. The proposed interview panel will comprise Cllr Evans, Morgan, and Morris.
 - 5.3 **Church Clock:** A working group was established to move this item forward. Members are Cllr Stephens (Chair), Cllrs James, Lewis, Parry. Action: Working group to provide an update at the next meeting
 - 5.4 **Sports Pavilion:** Background information as to the relevance of this building to the community, and the involvement of the Council on this potential asset transfer was provided for the benefit of Cllr Young. A question was raised as to whether there was asbestos in the building. This requires clarification. A working group has been established comprising Cllr Edwards (Chair), Cllrs James, Lewis, Morgan, and Stephens. Action: Working group to provide an update at the next meeting
 - 5.5 **Notice Boards:** This matter remains ongoing. It was **resolved** to reduce the number of notice boards to three. There will be a notice board by the Post Office at Ogmore by Sea, and at St Brides and at the bus stop in Southerndown opposite the Golden Cups. Action: Cllr Morgan to report back at next meeting.

6. Correspondence

Invitations received as follows:

Invitation to view Welsh Water treatment centre at Ogmere by Sea. As this event was in August the invitation was previously circulated.

Vale Coastal Forum 18th September. Cllr Wynne Jones to attend.

One Voice Wales National Conference 16th October. Information to be forwarded to Cllr Morris.

Remembrance Sunday Cowbridge November 10th. Cllr Wynne Jones to attend.

Llantwit Major Civic Service October 13th. This invitation will be declined.

Vale Nature partnership October 1st (online event). Cllr Evans to attend.

St Brides School Hall opening 18th September. Cllr Morgan to attend.

Correspondence received as follows:

- Audit Wales: presentation for Larger Councils
- OVW Minutes of Bridgend and Cardiff meeting
- OVW Members attendance: Guidance on 6-month rule at meetings
- OVW Free resources to help tackle fly tipping (circulated)
- OVW Powers and Policies relating to Local Councils (circulated)
- OVW Innovative Practice Conference Report
- VoGC Confirmation that SBMCC may co-opt to vacancies in Ogmere by Sea ward.
- VoGC Cabinet report 'Nation of Sanctuary'
- VoGC Councillor allowances Renumeration panel (circulated to Cllr Lewis)
- VoGC Return of SLA for Legal Services
- VoGC Application for dispensation guidance re: Standards Committee
- VoGC August instalment of Precept
- WG Guide to 2026 Review of Senedd constituencies
- Request to participate in Research study (circulated to all Councillors)
- Letter from Merthyr Mawr CC re: Ogmere River Pollution. Acknowledgement sent.
- Letter from CVUHB re: concerns about withdrawal of breastfeeding support.
- Training
- Letter from resident concerning management of Ragwort. It was noted that with fewer sheep on the Common this will be an increase in vegetation.
- Letter from Defibrillator Guardian (N. Kasper) re: replacement defibrillator pads at Southerndown Croquet and Cricket Club.

It was resolved that: The Council would re-imburse N. Kasper for purchase of pads on production of invoice. Action: Cllr Stephens to contact Mr Kasper. Cllr Stephens also undertake a review of all defibrillators under the Guardianship of SBMCC for report at October meeting and inclusion on asset register.

Training

Cllr Evans to attend Biodiversity training (Module 25) September 10th.

Cllr Young and Howell to attend Code of Conduct Training and New Councillor training,

7. Planning

This item had been circulated to Councillors as follows:

Applications Received

2024/00612/FUL 24 Crompton way

2024/00728/OBS Former Ford Engine Plant Waterton Road

2024/00661/FUL Marine Walk Ogmore by Sea

No observations of objections were raised. Action: Cllr Parry to write to VoGC as to what is proposed for Former Ford Engine plan as no details given.

Applications Approved

2024/00501/FUL 32, West Farm Road, Ogmore by Sea

2024/00468/FUL 26 Marine Drive, Ogmore by Sea

2024/00654/FUL Southerndown Golf Club, Ogmore by Sea

2024/00550/FUL Southdown, Church Close, Ogmore by Sea

2024/00510/FUL 79 Crompton Way, Ogmore by Sea

2023/00597/LBC Castle Upon Alun House, St. Brides Major

Applications Refused

None

8. Finance

8.1 Finance Report

September 10th is the deadline for public to request to view the accounts. To date, no request has been received.

The following finance report was prepared on September 5th, 2024 as Cllr Lewis was not in attendance at the meeting.

OPENING BALANCE

8th July 2024		£12038.93
INCOME		
Burial Ground	CO - OP	£194
Precept		£8880
VAT		£1763.14
Total Balance		£22876.07
EXPENDITURE		
Mark Stevens	Groundswork	£818
One Voice Wales	Training	£80
K Rogers	Ogmore Art	£111.38
One Voice Wales	Training	£80
A Parry	Council Insurance	£1448.09
HMRC	PAYE	£1788.89
Smiths of Derby	Clock inspection	£408
Brunel Engraving	Plaque	£75.92
Eon	Lighting	£17.64
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Mark Stevens	Ogmore works	£880
		£510
DWA	Accounts 23/24	
Shane Fortt	Church Wall	£999
Mark Stevens	Church works	£338
Dot Williams	Butterfly Project	£222
Vicar and Church	Meeting Room	£125
B. Lewis	File holders	£11.75
G Hughes	Clerk Pay	£406.70
PAYE G Hughes	Tax	£101.60
Vision ICT	Website	£468
Eon	Lighting	£18.23
A Davies	Councillor Photos	£150
Vicar and Church	Bio Meeting	£25

Total Expenditure		£9100.84
Business Savings Account		
8th July		£20137.42
Income	Interest	£75.31
Business Savings Account		£20212.73
5th September		
TOTAL FUNDS		£33987.96

8.2 Budget Review (prepared by Cllr Lewis)

Our Budget for 2024/25 was forecast to be £31000, however this did not include the liabilities from the Grants nor Wales Audit. The liabilities for these were forecast to be £6700 and £4000, respectively. Therefore, giving a total spend of £41700.

The budget did however include costs associated with the Wales Audit invoice of £1030 for the previous year and £1778 payment to the HMRC for missing PAYE tax payments. To date we have spent £16000 of our budget, and remain within the anticipated spend for the ½ year. Our costs of £500 for the Clerk have reduced the overall budget by some £3000

Since April we have spent an additional £1300 on the Grants, and hence our liability has reduced to £5400 from the balance of £6700 at the start of the financial year. The Lifesavers and CominoH equate to some £4024 of that liability.

The only unknown liability at present is the cost associated with the Wales Audit who are auditing the accounts for 19/20, 20/21, 21/22 and 22/23. As mentioned above we have forecast this to be £4000, but it may well be nearer £7000.

Even with the higher figure for the Wales Audit we should still finish the financial year with £18000 in our accounts as forecasted.

8.3 Approval of Payments: It was **resolved** to make the following payments:

Mark Stevens Grounds work St Brides Church £760
 Thomas Fattorini Chair, Chain of Office £76.33
 Welsh Water Church Water £17.25

TOTAL Requested £853.58

A question was raised as to whether monies was owing for rent of the Church for the purposes of the monthly meeting. Action: Cllr Parry to contact Margaret Lewis for clarification

A question was raised as to whether the Council would be prepared to pay an increased rental cost (£30.00 per meeting) for the Church should internet be available. This was unanimously agreed. Action: Cllr Parry to speak with Hazel Norfolk

9. Grant Project Reports

9.1 Southerndown Croquet: A request has been received for underspend to be used for equipment. It was **resolved** to agree to this request.

9.2 Ogmore by Sea Art Group: It was confirmed that the final invoice and report will be submitted by the end of November

9.3 Butterfly Conservation: It was **resolved** that monies requested for brushcutting training could also be used for chainsaw training within the parameters of the grant application.

9.4 Southerndown Life Saving: No invoices have yet been received. Action: Cllr James to contact Rachel Evans of the Life Saving Club to ensure these are received before the end of November

9.5 CominHo Pilgrimage: No update available. Action: Cllr Morgan to discuss with Cllr Edwards who is overseeing this grant application

10. Website

Cllr Morris provided an update on the steps required for the new website to go live on October 1st, 2024 as follows.

An out of office message placed on the current clerk email account, to request emails are sent to the new clerk email address on the [GOV.UK](https://www.gov.uk) domain.

VisionICT suggested migrating all the content of the current clerk email account to the new, however this will cost £35.

VisionICT will update the new website with meeting dates for financial year 2024/25.

Minutes for July and August 2024 to be posted onto the new website by Vision ICT.

The following information required for our financial pages for the years 2021/22, 2022/23 and 2023/24:

- Annual Governance and Accountability Return
- End of Year Accounts

- Accounting Statement
- Notice of Conclusion of Audit
- Exercise of Public Rights
- Precept
- Budget for Financial Year
- Monthly Payments

A question was raised as to whether the Community Infrastructure Levy apply to our Community Council? Action: Cllr Parry to contact the Vale

The operating system for the laptop requires updating together with the anti-virus software. Action: Cllr Morris to obtain quotation.

11. Burial Ground

Cllr James reported that there are two forthcoming burials / internments. No outstanding fees for collection.

12. Biodiversity

Cllr Evans has agreed to be the Biodiversity Lead. The current biodiversity plan is ambitious and requires significant editing to become a workable strategy. Cllr Evans to review plans from other community councils and to amend the SBMCC plan accordingly. A working group was re-instated comprising Cllr Evans, Stephens, VC Protheroe, and local expert Mrs Andrea Rowe. Action: for a progress report to be made available at the October meeting.

It is a requirement for the website to have a Biodiversity plan. Action: Cllr Evans to draft holding statement

13. Christmas Trees

It was resolved to purchase three cut trees for each of the usual sites in Ogmore by Sea, Southerndown and St Brides Major. In addition, a plantable tree will also be purchased for St Brides. It is understood that prevailing weather conditions do not permit this at the other two locations however this is to be explored. Action: Cllr James.

Cllr Morris asked whether (for economies of financial scale) a tree could be purchased for Ogmore Village Hall at the same time for which the Council would be re-imbursed. Action: Cllr Morris to ask John from OVHA to contact Cllr James

14. Updates from Members

14.1 St Brides Major

14.1.1 War memorial: Cllr Lewis has kindly offered to improve the area of the War Memorial in time for Remembrance Day. He will provide an invoice for reimbursement of paint and other products necessary. Many thanks to Cllr Lewis for this kind offer.

Path from School to Bus drop off point needs weeding. Action VC Stallard to contact VoGC.

Light bracket rusting by Church: Action: Cllr Stephens to repair. If not possible a quote will be obtained.

14.2 Southerndown:

Annual Scarecrow trail October 13th The Golden Cups.

Pub quiz and raffle also to be held in October to raise funds as Annual Fun Day in September did not take place on usual scale due to adverse weather.

14.3 Ogmore by Sea:

Bathing water review has not been progressed due to time commitments. Cllr Wynne Jones. Action: Cllr Parry to send Cllr Wynne Jones letter from Methyr Mawr CC.

Harvest support at Ogmore by Sea Village Hall on 28th September. Cllr Morris

17. Questions for the Chair

There were none.

18. Date of Next Meeting:

Monday 14th October 2024 in All Saints Southerndown at 7pm

There being no further business the meeting closed at 8.50pm.

Cllr A Morgan (Chair)
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